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OSP: OPERATION FLOW CHART* - ORGANIC PRODUCTS ONLY - Edison Grainery

Effective Date: 10/20/22

Review Date: 11/30/23

Revision Date: 11/30/23

LEGEND

- Supply Chain Control
- Allergen Control
- Sanitation Control
- Process Control
- Critical Control Point
- Organic Critical Control Point

PC: Preventive Control
CP: Control Point
CCP: Critical Control Point
OCCP: Organic Critical Control Point

Upper Management –
All Departments Adhere to cGMPs

Procurement
Approved Supplier Program **PC/CP**

Regulatory Compliance
Supply Chain Control **PC/CP**

- Lot Code Development
- COA Review
- HACCP Program & FSMA Plan

Sales

- Order Documentation
- Customer Relations

Administration

- Order Receipt
- Order Confirmation
- Document Control: PO, BOL, Warehouse Receipt, COA, Certs, Production Log, CST Photos, Invoice, Control Hazard, Critical Limits, Monitoring, Corrective Action
- Voluntary Traceback on Expired Lots
- Customer Satisfaction

Quality Control

- QC department is comprised of several PQCI preventive controls qualified individuals.
- PCQI Verification: **Supply Chain Preventive Controls, Sanitation Preventive Controls, Allergen Preventive Controls & Process Preventive Controls**
- HOLD & Release product testing (all incoming lots pre-processing)
 - Sample / Test / Review 3rd Party Lab Analysis / Positive Release:
 - Salmonella spp: **Negative**
 - E. Coli <10 CFU/g
 - Listeria mono.: **Negative**
 - Coliform - Supplier Specs
 - Gluten: <10ppm
 - Yeast & Mold - Supplier Specs

Packaging Development
Allergen Declaration **PC/CP/OCCP**

- Inspect Packaging Material
- Lot Code Tracking of Packaging

Warehouse Receiving

- Receiving Protocol
- Devanning Procedure
 - CST & Photos
 - Visual Inspection
 - Assign EM Lot Code
 - Pallets to QA for Testing
- Hold & Release Protocol
- Allergen Protocol **PC/CP/OCCP**
- Infestation Mitigation

Warehouse Maintenance

- Maintenance Schedule
- Preventive Log

Warehouse Pest Control

- Maintenance Schedule
- Preventive Log

Warehouse Foreign Materials

- MPG Checklist
- OSHA / Safety Protocol

Sanitation

- SSOP Pre-Op Checklist **PC/CP**
- SSOP Operational Checklist **PC/CP**
- PCQI Verification: Sanitation Control
 - ATP Critical Limit of < 10 RLU
 - EMP

Dry Mechanical Clean / OLCS

- Rare Earth Magnet **PC/CP**
- Vibrating Sifter/Separator **PC/CP**
- Optical Laser Color Sorter **PC/CP**
- Free-Flow Metal Detection Protocol **PC/CCP**
 - Ferrous 2.0mm
 - Non-Ferrous 1.27mm
 - Stainless Steel 1.5mm

Dry Mechanical Clean / UVC

- Rare Earth Magnet **PC/CP**
- Vibrating Sifter/Separator **PC/CP**
- Aspirator **PC/CP**
- UVC Tunnel **PC/CP**

Production

- Grinding / Milling / Blending
- Finished Product Must Be Packed

Packing

- Calibration
- Labeling: Allergen **PC/CP**
- Labeling: Date Code / Best Buy / UPC / Lot Code
- Metal Detection Protocol **PC/CCP**
 - AMS - Bulk Critical Limit
 - Ferrous 2.5mm
 - Non-Ferrous 5.5mm
 - Stainless Steel 5.556mm
 - Action Pac - Operational Limit **PC/CP**
 - Ferrous 1.5mm
 - Non-Ferrous 1.2mm
 - Stainless Steel 1.8mm
- Production Logs
- PCQI Verification: Metal Detection
- Post Production Inspection

Order Fulfillment

- BOL = Picking Ticket
- FIFO Rotation
- Pallet Tags, Customer Info / PO# / Lot Code
- Pallet Configuration & Weight
- Internet Order - Web Generates Invoice / Picking Ticket
- Order Confirmation / Lot Codes
- CST & Photos

Warehouse Inventory

- Allergen Control & Organic Cross Contamination Prevention **PC/CP/OCCP**
- FIFO Rotation
- Physical Inventory

Warehouse Shipping

- Allergen Declaration **PC/CP/OCCP**
- Organic Declaration **PC/CP/OCCP**
- CST, Photos & Invoice Docs

* See individual Flow Charts and SOPs for more detail