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## PROCESS FLOW CHART: PRODUCT TESTING

**Effective Date:** 10/20/22

**Review Date:** 11/30/23

**Revision Date:**

### Product Sampling

- Lot Code Creation
- 200g lot code specific sample taken following SOP: Sample & Product Testing
  - Z:\2019 SOP BINDER\2018 SOP\Sampling & Testing
- Product sample and lab submission form are sent to Tentamus North America via USP or USPS
- Product samples are submitted to lab the same day as collection



Tentamus Sample Submission Form

### Lab Results are emailed to QC

- Review within 24 hours of receipt
- Forwards to QC for comparison of Supplier's Specification and Company Thresholds

### Quality Control – Positive Release

- QC completes QC Review of Lab Results
  - Z:\FORMS\QC/Review of Lab Results
- QC files review in Shared COA folder via lot code in product category
  - Z:\COAs\QC Review\Ingredient/Lot Code
- QC sends email confirming evaluation to PCQI



QC Review of Lab Results

### Lab Analysis

- Primary Lab: Tentamus North America
- Performed prescribed testing developed by Tentamus and Company management
- Standard microbiological panel includes:
  - APC
  - Coliform
  - E. coli
  - Listeria spp.
  - Salmonella spp.
  - Yeast & Mold
  - Gluten
- Notifies management (phone or email) of any initial concerns
  - Address failures of prescribed limits
  - Retest to rule out technician error



Tentamus Lab Result

### PCQI Review & Posting

- Review QC's form and electronically signs off on results
- Apply appropriate watermark(s) to the COA
- Post COA on EdisonGrainery.com
  - Follow Instructions for Saving & Posting COAs in Shared file/COA
- Issue a written Positive Release and allow product to proceed into the stream of production



COA

PCQI