

APPENDIX A
FREQUENCY TABLE FOR FARMERS SURVEY (N=205)

Aloha! My name is _____, and I work for _____. We're doing a study for the State Agribusiness Development Corp. and the High Technology Development Corporation –Manufacturing Extension Partnership Program (HTDC-MEP). The purpose of this survey is to learn how farmers may be impacted when Young Brothers stops shipping less than a container load through Hawaii's harbors. Our survey has been endorsed by the Hawaii Farm Bureau.

All your answers will be completely confidential – we will just report overall results to the State.

1. Does your business regularly ship either [\[READ:\]](#)

Agricultural products going OUT to other islands, or	22%
Supplies or materials IN from other islands, or	43
Both in and out, or	35
Neither in nor out	0

2. Please tell me which one of the following best describes your overall business? [\[READ:\]](#)

Vegetable produce	15%
Flowers	11
Foliage or other nursery products	36
Fruits or tropical fruits	6
Nuts	1
Coffee	8
Livestock	4
Other	20
Don't Know/Refused	0

2A. Please tell me what that is:

3A. OK, first I want to focus just on the products that you regularly ship OUT for your farming business. We'll come back to your inward shipments later.

3B. Do you usually ship out [READ:]

By air only	19%
Over the water only, or	41
Both air and water	40

4. Which ONE of the following would you say is the single greatest advantage for shipping out your products by water rather than air? [READ; FORCE RESPONDENT TO SELECT ONE.]

Lower cost	91%
Food safety	0
Arrives in downtown Honolulu instead of airport	1
Other.....	7
[Don't Know/Refused]	1

5. Altogether, about how many pounds in 2006 did you ship out by water? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Sum = 203,728,400 pounds

6. And altogether, about how much money did you spend on shipping your products out by water in 2006? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Average = \$31,688.23

7. How often did your total 2006 outbound shipments by water consist entirely of items that were on skips or pallets, not inside containers? [READ CATEGORIES]:

Always or almost always.....	54%
Fairly often	15
Sometimes	10
Just occasionally	5
Never or almost never	15
[Unsure, other, could not choose]	1

8. Just of things shipped out by water on skips or pallets outside of containers in 2006, about how many pounds did you ship? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Sum = 3,826,000 pounds

9. And about how much money did you spend just for things shipped out on skips or pallets, outside containers, in 2006? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Average = \$25,787.50

10. Let's assume Young Brothers does not carry out its new policy of requiring full containers. Thinking just of the products you ship out by pallet or skip, what percentage growth would you guess you will have over the next three years? [READ CATEGORIES:]
- | | |
|--|-----|
| From zero to less than 5%..... | 25% |
| From 5% to less than 10%..... | 27 |
| From 10% to less than 15%..... | 15 |
| From 15% to less than 20%..... | 4 |
| From 20% to less than 25%..... | 4 |
| 25% or more | 14 |
| [Unsure, other, could not choose]..... | 12 |

- X. Do you plan to switch to the new Superferry for any major part of what you now normally ship out on skips or pallets? [DO NOT READ CATEGORIES. IF "MAYBE," ASK IF THAT MEANS SUPERFERRY IS BEING REALLY CONSIDERED, OR JUST DON'T KNOW.]

Yes/Probably	6%
Considering/Will Try Out	7
No/Probably Not/Not Much if Any.....	53
"Depends"/Other	28
Don't Know/Refused	5

11. Please tell me yes or no if you sometimes ship each of the following types of agricultural products on skips or pallets by water.

	<u>Yes</u>	<u>No</u>	<u>DK/Other</u>
a. Vegetable Produce	22%	78%	0%
b. Flowers	10	90	0
c. Foliage or other tropical nursery products	36	64	0
d. Nuts	3	97	0
e. Coffee	14	86	0
f. Meat	7	93	0

12. For times you now normally ship out on individual pallets or skips, if you were required to consolidate them with other agricultural products, would any of the following be a serious concern for you? [READ:]

	<u>Yes</u>	<u>No</u>	<u>(DK/Ref./Other)</u>
a. contamination from somebody else's shipment	63%	35%	2%
b. live pests from somebody else's shipment	72	28	0
c. contamination from the container	48	46	6
d. contamination from handling	33	62	5

13. Just a few questions about things you ship out by air. First, which ONE of the following would you say is the single greatest advantage for shipping out by air rather than water? [FORCE RESPONDENT TO SELECT ONE.]

Protect freshness of product	61%
Food safety	1
Protection from elements	1
Greater control due to less handling	8
[Unsure, other, could not choose]	29

14. About how many pounds in 2006 did you ship out by air? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Average = 35,140 pounds

15. OK, let's focus on the supplies and materials that you regularly bring IN for your farming business. Do you usually bring these supplies in [READ:]

By air only	3%
Over the water only, or	62
Both air and water	35

16. Altogether, about how many pounds in 2006 did you have shipped in by water? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Sum = 546,731 pounds

17. And altogether, about how much money did you spend on inbound shipments by water in 2006? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Average = \$12,137.46

18. How often did your total 2006 inbound shipments by water consist entirely of items that were on skips or pallets, not inside containers? [READ CATEGORIES]:

Always or almost always.....	66%
Fairly often	16
Sometimes	6
Just occasionally	4
Never or almost never	6
[Unsure, other, could not choose]	1

19. Just of things shipped in to you by water on skips or pallets outside of containers in 2006, about how many pounds did you ship? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Average = 234,200 pounds

20. And about how much money did you spend for things shipped in to you on skips or pallets, outside of containers, in 2006? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Average = \$11,484.00

Y. Do you plan to switch to the new Superferry for any major part of what you now normally ship on skips or pallets? [DO NOT READ CATEGORIES. IF “MAYBE,” ASK IF THAT MEANS SUPERFERRY IS BEING REALLY CONSIDERED, OR JUST DON’T KNOW.]

Yes/Probably	3%
Considering/Will Try Out	5
No/Probably Not/Not Much if Any	59
“Depends”/Other	26
Don’t Know/Refused	6

21. Just a few questions about things you ship in by air. First, which ONE of the following would you say is the single greatest advantage for shipping in by air rather than water? [FORCE RESPONDENT TO SELECT ONE.]

Protect freshness of product	39%
Food safety	2
Protection from elements	5
Greater control due to less handling	12
[Unsure, other, could not choose]	43

22. Altogether, about how many pounds in 2006 did you ship in by air?

Sum = 24,700 pounds

23. If you had to consolidate everything you now ship by skips or pallets, you might have extra costs. At what percentage increase point would you no longer be able to afford shipping? [READ; MARK CATEGORY WHERE RESPONDENT SAYS COULD NO LONGER AFFORD.]

From zero to less than 10%	37%
From 10% to less than 20%	20
From 20% to less than 30%	10
From 30% to less than 40%	3
From 40% to less than 50%	4
[Respondent could afford 50% increase]	0
[Unsure, other, could not choose]	27

24. What if you were still allowed to ship on pallets or skips, but the rate was increased – at what percentage increase point would you no long be able to afford shipping? [READ; MARK CATEGORY WHERE RESPONDENT SAYS COULD NO LONGER AFFORD.]

10% increase	39%
20% increase	23
30% increase	8
40% increase	3
50% increase	3
[Respondent could afford 50% increase]	0
[Unsure, other, could not choose]	23

25. If Young Brothers does ban shipping on skips or pallets, what would be the impact on your overall business? [READ:]

Little or none	10%
Acceptable	13
Serious, but could stay in business	63
Probably out of business	13
[Unsure, other, could not choose]	2

[CLOSING:] That's it. Thank you for all your time and answers – this has been a big help!

APPENDIX B

FREQUENCY TABLE FOR FOOD MANUFACTURERS SURVEY (N=38)

1. Does your business regularly ship either [\[READ:\]](#)

Food products only going OUT to other islands, or	29%
Supplies or materials only IN from other islands, or	10
Both in and out, or	61
Neither in nor out	0

2. Please tell me which one of the following best describes your overall business? [\[READ:\]](#)

Bottled or canned vegetables	0%
Packaged Fruits	0
Tea/Coffee	8
Baked Goods	5
Nuts	3
Smoked fish or meats	3
Canned goods	0
Tofu	3
Water/juice/Beer/wine	0
Other	79
Don't Know/Refused	0

2A. Please tell me what that is:

3A. OK, first I want to focus just on the products that you regularly ship OUT for your manufacturing business. We'll come back to your inward shipments later.

3B. Do you usually ship out [\[READ:\]](#)

By air only	0%
Over the water only, or	53
Both air and water	47

4. Which ONE of the following would you say is the single greatest advantage for shipping out your products by water rather than air? [\[READ; FORCE RESPONDENT TO SELECT ONE.\]](#)

Lower cost	97%
Food safety	3
Arrives in downtown Honolulu instead of airport	0
Other	4
[Don't Know/Refused]	0

5. Altogether, about how many pounds in 2006 did you ship out by water? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Sum of Pounds Shipped = 10,715,340

6. And altogether, about how much money did you spend on shipping your products out by water in 2006? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Average \$ Spent = \$16,567

7. How often did your total 2006 outbound shipments by water consist entirely of items that were on skips or pallets, not inside containers? [READ CATEGORIES:]

Always or almost always	59%
Fairly often	15
Sometimes	15
Just occasionally	6
Never or almost never	6
[Unsure, other, could not choose]	0

8. Just of things shipped out by water on skips or pallets outside of containers in 2006, about how many pounds did you ship? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Sum of Pounds Shipped = 10,068,700

9. And about how much money did you spend just for things shipped out on skips or pallets, outside containers, in 2006? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Average \$ Spent = \$6,210

10. Let’s assume Young Brothers does not carry out its new policy of requiring full containers. Thinking just of the products you ship out by pallet or skip, what percentage growth would you guess you will have over the next three years? [READ CATEGORIES:]

From zero to less than 5%	18%
From 5% to less than 10%	28
From 10% to less than 15%	6
From 15% to less than 20%	13
From 20% to less than 25%	9
25% or more	22
[Unsure, other, could not choose]	3

11. Please tell me yes or no if you sometimes ship each of the following types of manufactured products on skips or pallets by water.

	<u>Yes</u>	<u>No</u>	<u>Other</u>
a. Bottled or canned vegetables	3%	97%	0%
b. Packaged Fruits	9	91	0

c. Tea/Coffee	19	81	0
d. Baked Goods	25	75	0
e. Nuts	25	75	0
f. Smoked Fish or Meats	9	91	0
g. Canned Goods	12	88	0
I. Tofu	6	94	0
J. Water/juice/beer/wine	3	97	0

12. For times you now normally ship out on individual pallets or skips, if you were required to consolidate them with other agricultural products, would any of the following be a serious concern for you? [READ:]

	Yes	No	Other
a. contamination from somebody else's shipment	63%	37%	0%
b. live pests from somebody else's shipment	72	28	0
c. contamination from the container	56	41	3
d. contamination from handling	59	38	3

X. Do you plan to switch to the new Superferry for any major part of what you now normally ship out on skips or pallets? [DO NOT READ CATEGORIES. IF "MAYBE," ASK IF THAT MEANS SUPERFERRY IS BEING REALLY CONSIDERED, OR JUST DON'T KNOW.]

Yes/Probably	0%
Considering/Will Try Out	13
No/Probably Not/Not Much if Any	53
"Depends"/Other	28
Don't Know/Refused	6

13. Just a few questions about things you ship out by air. First, which ONE of the following would you say is the single greatest advantage for shipping out by air rather than water? [FORCE RESPONDENT TO SELECT ONE.]

Protect freshness of product	0%
Food safety	0
Protection from elements	0
Greater control due to less handling	0
[Unsure, other, could not choose]	100

14. About how many pounds in 2006 did you ship out by air? [RECORD EITHER AN EXACT FIGURE OR "99" – DO NOT ENTER COMMENTS OR RANGES.]

Sum of Pounds Shipped = 113,145

15. OK, let's focus on the supplies and materials that you regularly bring IN for your manufacturing business. Do you usually bring these supplies in [READ:]

By air only	0%
-------------	----

Over the water only, or	78
Both air and water	22

16. Altogether, about how many pounds in 2006 did you have shipped in by water? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Sum of Pounds Shipped = 4,599,100

17. And altogether, about how much money did you spend on inbound shipments by water in 2006? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Average \$ Spent = \$57,395

18. How often did your total 2006 inbound shipments by water consist entirely of items that were on skips or pallets, not inside containers? [READ CATEGORIES]:

Always or almost always	56%
Fairly often	11
Sometimes	26
Just occasionally	7
Never or almost never	0
[Unsure, other, could not choose]	0

19. Just of things shipped in to you by water on skips or pallets outside of containers in 2006, about how many pounds did you ship? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Sum of Pounds Shipped = 1,248,700

20. And about how much money did you spend for things shipped in to you on skips or pallets, outside of containers, in 2006? [RECORD EITHER AN EXACT FIGURE OR “99” – DO NOT ENTER COMMENTS OR RANGES.]

Average \$ Spent = \$17,148

- Y. Do you plan to switch to the new Superferry for any major part of what you now normally ship on skips or pallets? [DO NOT READ CATEGORIES. IF “MAYBE,” ASK IF THAT MEANS SUPERFERRY IS BEING REALLY CONSIDERED, OR JUST DON’T KNOW.]

Yes/Probably	0%
Considering/Will Try Out	18
No/Probably Not/Not Much if Any	63
“Depends”/Other	7
Don’t Know/Refused	11

21. Just a few questions about things you ship in by air. First, which ONE of the following would you say is the single greatest advantage for shipping in by air rather than water? [FORCE RESPONDENT TO SELECT ONE.]

Protect freshness of product	0%
Food safety	0
Protection from elements	0
Greater control due to less handling	0
[Unsure, other, could not choose]	100

22. Altogether, about how many pounds in 2006 did you ship in by air?

Sum of Pounds Shipped= 5,200 pounds

23. If you had to consolidate everything you now ship by pallets or skips, you might have extra costs. At what percentage increase point would you no longer be able to afford shipping? [READ; MARK CATEGORY WHERE RESPONDENT SAYS COULD NO LONGER AFFORD.]

From zero to less than 10%	51%
From 10% to less than 20%	19
From 20% to less than 30%	5
From 30% to less than 40%	3
From 40% to less than 50%	5
[Respondent could afford 50% increase]	0
[Unsure, other, could not choose]	16

24. What if you were still allowed to ship on pallets or skips, but the rate was increased – at what percentage increase point would you no long be able to afford shipping? [READ; MARK CATEGORY WHERE RESPONDENT SAYS COULD NO LONGER AFFORD.]

10% increase	57%
20% increase	22
30% increase	5
40% increase	3
50% increase	3
[Respondent could afford 50% increase]	0
[Unsure, other, could not choose]	11

25. If Young Brothers does ban shipping on skips or pallets, what would be the impact on your overall business? [READ:]

Little or none	5%
Acceptable	22
Serious, but could stay in business	65
Probably out of business	8
[Unsure, other, could not choose]	0

[CLOSING:] That’s it. Thank you for all your time and answers – this has been a big help!

APPENDIX C
YOUNG BROTHERS SHIPPING RATE SCHEDULE

REEFER LCL (Priced by Weight)									
ALL ISLANDS EXCEPT BIG ISLAND:				PREVIOUS RATES			NEW RATES (effective 10/22/07)		
	ASSUMED WEIGHT	CODE	Unit Price/ Conditions	FREIGHT Charge w/IP	TOTAL w/tax & fees	Price per lb.	FREIGHT Charge w/IP	TOTAL w/tax & fees	Price per lb.
Refrigerated Loose/ Mixed	1,000 LBS.	RFLS/ RFMX	\$88.23 per 2,000 lbs before IP discount	\$30.88	\$32.98	\$0.0330	\$35.51	\$37.63	\$0.0376
Refrigerated Pallet	2,000 LBS.	RFPA	\$73.52 per 2,000 lbs before IP discount; must be >2,000 lbs.	\$51.48	\$55.27	\$0.0276	\$59.19	\$63.03	\$0.0315
ISLAND of HAWAII:				EXISTING RATES (Oct07)			NEW RATES (effective 10/22/07)		
	ASSUMED WEIGHT	CODE	Unit Price/ Conditions	FREIGHT Charge w/IP	TOTAL w/tax & fees	Price per lb.	FREIGHT Charge w/IP	TOTAL w/tax & fees	Price per lb.
Refrigerated Loose/ Mixed	1,000 LBS.	RFLS/ RFMX	\$90.29 per 2,000 lbs before IP discount	\$31.60	\$33.70	\$0.0337	\$36.34	\$38.64	\$0.0388
Refrigerated Pallet	2,000 LBS.	RFPA	\$75.24 per 2,000 lbs before IP discount; must be >2,000 lbs.	\$52.67	\$56.48	\$0.0282	\$60.57	\$64.72	\$0.0324
DRY LCL (Priced by Volume)									
All Islands (based on minimum freight charge)				PREVIOUS RATES			NEW RATES (effective 10/22/07)		
	ASSUMED VOLUME	CODE	Unit Price/ Conditions	FREIGHT Charge w/IP	TOTAL w/tax & fees	Price per cu.ft.	FREIGHT Charge w/IP	TOTAL w/tax & fees	Price per cu.ft.
General Cargo Loose/ Mixed	20 CUBES	GCLS/ GCMX	\$28.18 per 40 cubic ft; minimum \$24.43	\$24.43	\$26.29	\$1.3145	\$28.09	\$30.09	\$1.5047
General Cargo Pallet	40 CUBES	GCPA	\$25.15 per 40 cubic ft; must be at least 40 cf; minimum \$24.43	\$24.43	\$27.23	\$0.6808	\$28.09	\$31.03	\$0.7759

Appendix D

METHODOLOGY OF TABLE CALCULATIONS

Table A. Estimation of total out-going Ocean Freight

<i>County</i>	<i>Avg. tonnage shipped out by ocean per farm</i>	<i>% of farms that shipped out by ocean</i>	<i># of farms ≥ 10 acres</i>	<i>Total tonnage shipped in</i>
	A=from survey (Q5)/N	B=from survey 3B	C= from USDA (Census of Agriculture)	D = A×B×C
Honolulu	39.0	74.1%	220	6,361
Maui	39.2	35.3%	318	4,403
Hawaii	193.0	47.4%	1,207	110,489
Kauai	8.4	33.3%	213	597
Total			1,958	121,850

Table B. Estimation of total in-coming shipment (ocean and air)

<i>County</i>	<i>Avg. tonnage per farm</i>	<i>% of farms that shipped in supplies</i>	<i># of farms ≥ 10 acres</i>	<i>Total tonnage shipped in</i>
	A=from survey (Q16+Q22)/N	B=from survey Q1	C= from USDA (Census of Agriculture)	D = A×B×C
Honolulu	12.4	66.7%	220	1,818
Maui	20.7	92.2%	318	6,063
Hawaii	10.9	70.1%	1,207	9,191
Kauai	29.7	86.7%	213	5,487
Total			1,958	22,560

Table C. Estimation of in-coming shipment by Air

<i>County</i>	<i>% of weight shipped in by air</i>	<i>Total tonnage shipped in</i>	<i>Tonnage shipped in by Air</i>
	A=from survey Q22/(Q16+Q22)	B = from Table B	C= A×B
Honolulu	12.4	1,818	913
Maui	20.7	6,063	2,000
Hawaii	10.9	9,191	3,143
Kauai	29.7	5,487	1,319
Total		22,560	7,375

Table D. Estimation of out-going shipment by Air

County	Avg. tonnage per farm	% of farms that used air for shipping out	# of farms ≥ 10 acres	Total tonnage going-out by air
	A = from survey Q14/N	B=from survey Q1	C = C= from USDA (Census of Agriculture)	D = A×B×C
Oahu	4.2	25.9%	220	238.5
Maui	4.8	25.5%	318	390.3
Big island	44.0	46.4%	1207	24,654.0
Kauai	1.0	13.3%	213	28.4
Total			220	25,311.1

How to derive numbers in Table 1 (Executive Summary)

Table 1. Demand for shipping by farmers: 2006

County	Ocean Freight (tons)			Air Freight (tons)			Total shipment (tons)	% of ocean freight
	Products going out	Supplies coming in	Total	Products going out	Supplies coming in	Total		
	A = from Table 11	B= from Table 13	C = A + B	D = from Table 9	E = from Table 10	F = D + E		
Honolulu	6,361	905	7,266	238	913	1,151	8,417	86.3
Maui	4,403	4,063	8,466	390	2,000	2,390	10,856	78.0
Hawaii	110,489	6,049	116,538	24,654	3,143	27,797	144,334	80.7
Kauai	597	4,169	4,766	28	1,319	1,347	6,113	78.0
Total	121,850	15,185	137,035	25,311	7,375	32,686	169,720	80.7

How to derive numbers in Table 2 (Executive Summary)

Table 2. Container status of ocean freight: 2006

<i>County</i>	<i>LCL (tons)</i>			<i>Full containers (tons)</i>			<i>Total shipment (tons)</i>	<i>% of ocean freight</i>
	<i>Products going out</i>	<i>Supplies coming in</i>	<i>Total</i>	<i>Products going out</i>	<i>Supplies coming in</i>	<i>Total</i>		
	A = from Table 11	B = from Table 13	C = A + B	D = from Table 11	E = from Table 13	F = D+E		
Honolulu	3,817	603	4,420	2,544	302	2,846	7,266	60.8
Maui	2,862	2,235	5,097	1,541	1,828	3,369	8,465	60.2
Hawaii	81,762	2,123	83,885	28,727	3,926	32,653	116,538	72.0
Kauai	477	1,947	2,424	119	2,221	2,341	4,765	50.9
Total	88,918	6,908	95,826	32,932	8,277	41,209	137,034	69.9

Table 9. Total out-going shipment of agricultural products by county: 2006 (tons)

<i>County</i>	<i>By Ocean</i>	<i>By Air</i>	<i>Total</i>	<i>% of ocean</i>
	A = from Table A	B = from Table D	C = A + B	D = A/C
Oahu	6,361	238	6,600	96.4
Maui	4,403	390	4,793	91.9
Big island	110,489	24,654	135,143	81.8
Kauai	597	28	625	95.5
Total	121,850	25,311	147,161	82.8
% of Total shipping	82.8	17.2	100.0	82.8

Table 10. In-coming shipment of supplies and materials by mode of shipping: 2006 (tons)

<i>County</i>	<i>By ocean</i>	<i>By air</i>	<i>Total</i>	<i>% by ocean</i>
	A = C - B	B=from Table C	C = from Table B	D = A/C
Honolulu	905	913	1,818	49.8
Maui	4,063	2,000	6,063	67.0
Hawaii	6,049	3,143	9,191	65.8
Kauai	4,169	1,319	5,487	76.0
Total	15,185	7,375	22,560	67.3

Table 11. Container status of out-going ocean freight by county: 2006
(tons)

<i>County</i>	<i>Total tonnage</i>	<i>LCL</i>	<i>Full containers</i>	<i>% LCL</i>
	<i>A = From Table A</i>	<i>B = A × D</i>	<i>C = A - B</i>	<i>D = From Survey Q8/Q5</i>
Honolulu	6,361	3,817	2,544	60.0%
Maui	4,403	2,862	1,541	65.0%
Hawaii	110,489	81,762	28,727	74.0%
Kauai	597	477	119	80.0%
Total	121,850	88,918	32,932	73.0%

Table 13. LCL usage for in-coming ocean freight by county: 2006
(tons)

<i>County</i>	<i>Total tonnage</i>	<i>LCL</i>	<i>Full containers</i>	<i>% LCL</i>
	<i>A = from Table 10</i>	<i>B = A × D</i>	<i>C = A - B</i>	<i>D = From Survey Q19/Q16</i>
Honolulu	905	603	302	66.6
Maui	4,063	2,235	1,828	55.0
Hawaii	6,049	2,123	3,926	35.1
Kauai	4,169	1,947	2,221	46.7
Total	15,185	6,908	8,277	45.5

Appendix E – See attached file (23 pages)



Food Safety Audit Cooling/Cold Storage v05.06

Auditor: _____ Educational Audit (Y/N): _____
Audit Start (Time Date): _____ Audit End (Time Date) _____
Audit Scope: _____
Commodities: _____
Facility Name: _____
Facility Address: _____
G.P.S. Coordinates: _____
Facility Tel: _____ Facility Fax: _____
Facility Contact Name: _____ Facility Contact Position (Title): _____
Facility Contact E-mail: _____
Customer Name: _____
Customer Address: _____
Customer Tel: _____ Customer Fax: _____
Customer Contact Name: _____ Customer Contact Position (Title): _____
Customer Contact E-mail: _____
Buyer (s): _____
Buyer Audit Number if relevant e.g. Costco Audit Number: _____
Billing Address (Circle): Facility Customer Buyer
Other Comments: _____



Food Safety Audit

Cooling/Cold Storage v05.06

Auditor: _____ Educational Audit (Y/N): _____

Audit Start (Time Data): _____ Audit End (Time Data) _____

Audit Scope: _____

Commodities: _____

Facility Name: _____

Facility Address: _____

G.P.S. Coordinates: _____

Facility Tel: _____ Facility Fax: _____

Facility Contact Name: _____ Facility Contact Position (Title): _____

Facility Contact E-mail: _____

Customer Name: _____

Customer Address: _____

Customer Tel: _____ Customer Fax: _____

Customer Contact Name: _____ Customer Contact Position (Title): _____

Customer Contact E-mail: _____

Buyer (s): _____

Buyer Audit Number if relevant e.g. Costco Audit Number: _____

Billing Address (Circle): Facility Customer Buyer

Other Comments: _____

PRIMUSLABS.COM COOLING/COLD STORAGE AUDIT v05.06

GOOD MANUFACTURING PRACTICES - SECTION 1

Category	#	Question	Total Points	Points Earned	Comments
General Food Safety	1.1.1	Is there a designated person responsible for the food safety program?	10		
General Food Safety	1.1.2	Are all chemicals (sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?	15		
General Food Safety	1.1.3	Are "food grade" and "non food grade" chemicals handled and stored in a controlled manner?	5		
General Food Safety	1.1.4	Are signs supporting GMP's posted appropriately?	10		
Category	#	Question	Total Points	Points Earned	Comments
Pest Control	1.2.1	Are products or ingredients free of insects/rodents/birds or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	15		
Pest Control	1.2.2	Are packaging supplies free of insects/rodents/birds or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	15		
Pest Control	1.2.3	Are plant and storage areas free of insects/rodents/birds or any evidence of them?	10		
Pest Control	1.2.4	Is the area immediately outside the facility free of evidence of pest activity?	5		
Pest Control	1.2.5	Are pest control devices (inc. rodent traps and electrical fly killers) located away from exposed food products? Poisonous rodent bait traps are not used within the facility?	10		
Pest Control	1.2.6	Are pest control devices maintained in a clean and intact condition and marked as monitored (or bar code scanned) on a regular basis?	5		
Pest Control	1.2.7	Are interior, exterior building perimeter and land perimeter pest control devices adequate in number and location?	5		
Pest Control	1.2.8	Are all pest control devices identified by a number or other code (e.g. barcode) ?	5		
Pest Control	1.2.9	Are all pest control devices properly installed and secured?	5		
Category	#	Question	Total Points	Points Earned	Comments

Storage Areas & Packaging Materials	1.3.1	Are ingredients, products, and packaging stored to prevent cross contamination (this includes iced product pallets stored above pallets of product without adequate protection as well as any allergen cross contamination issues)?	15		
Storage Areas & Packaging Materials	1.3.2	Is the storage area completely enclosed?	10		
Storage Areas & Packaging Materials	1.3.3	Is the facilities use restricted to the storage of food products?	5		
Storage Areas & Packaging Materials	1.3.4	Are rejected or on hold materials clearly identified and separated from other materials?	10		
Storage Areas & Packaging Materials	1.3.5	Are products and ingredients, including ice, within accepted tolerances for spoilage or adulteration? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	15		
Storage Areas & Packaging Materials	1.3.6	Are all storage areas clean, especially the racking structures, ceilings, floor areas by the walls and other hard to reach areas?	10		
Storage Areas & Packaging Materials	1.3.7	Are materials (commodities, packaging, ingredients, processing aids, work in progress etc.) properly marked with rotation codes (receipt dates, manufacture dates, etc)?	5		
Storage Areas & Packaging Materials	1.3.8	Are materials (commodities, packaging, ingredients, processing aids, work in progress etc.) rotated using FIFO policy?	5		
Storage Areas & Packaging Materials	1.3.9	Are storage areas at the appropriate temperatures for the specific products being stored?	10		
Category	#	Question	Total Points	Points Earned	Comments
Operational Practices	1.4.1	Are all exposed materials (product, packaging etc.) protected from overhead contamination (e.g. ladders, motors, condensation, lubricants, walkways, loose panels, degrading insulation, etc.)?	15		
Operational Practices	1.4.2	If occurring, e.g. because of damaged product from the field, is all re-work/ re-packaging handled correctly?	10		
Operational Practices	1.4.3	Does the facility have test strips, test kits or meters for verifying the concentration of the sanitizers (dip stations, product washing water, terminal sanitizers etc.)?	10		
Operational Practices	1.4.4	Are hand washing stations adequate in number and location?	10		
Operational Practices	1.4.5	Are toilet facilities adequate in number and location and are they adequately stocked (e.g. toilet paper, disposable towels, soap, etc.)?	15		

Operational Practices	1.4.6	Is warm water available at hand washing stations?	5		
Operational Practices	1.4.7	Are single services containers used for their intended purpose only so that potential cross contamination is prevented?	5		
Operational Practices	1.4.8	Are re-usable containers clearly designated for the specific purpose (trash, raw product, finished product, re-work, ice etc.) such that cross contamination is prevented?	5		
Category	#	Question	Total Points	Points Earned	Comments
Employee Practices	1.5.1	Are employees washing and sanitizing their hands before starting work each day, after using the restroom, after breaks and whenever hands may be contaminated?	15		
Employee Practices	1.5.2	Are employees with boils, sores, open wounds or exhibiting signs of food borne illness excluded from operations involving direct and indirect food contact?	10		
Employee Practices	1.5.3	Is jewelry confined to a plain wedding band?	3		
Employee Practices	1.5.4	Is smoking, eating, chewing and drinking confined to designated areas?	10		
Category	#	Question	Total Points	Points Earned	Comments
Equipment	1.6.1	Are food contact surfaces free of flaking paint, corrosion, rust and unhygienic materials (e.g. tape, string cardboard etc.)?	15		
Equipment	1.6.2	Are non-food contact surfaces free of flaking paint, corrosion, rust and unhygienic materials (e.g. tape, string cardboard etc.)?	10		
Equipment	1.6.3	Does equipment design and condition (e.g. smooth surfaces, smooth weld seams, non-toxic materials) facilitate effective cleaning and maintenance?	15		
Equipment	1.6.4	Are thermometers (independent of thermostat probes) present in all coolers and freezers?	5		
Equipment	1.6.5	Are all thermometers non-glass and non-mercury?	10		
Category	#	Question	Total Points	Points Earned	Comments
Equipment Cleaning	1.7.1	Are food contact surfaces clean?	15		
Equipment Cleaning	1.7.2	Are non-food contact surfaces clean?	10		

Equipment Cleaning	1.7.3	Are cooling units including coils in coolers and freezers clean and free of aged, dirty ice?	5		
Equipment Cleaning	1.7.4	Are all fan guards dust-free and the ceiling in front of the fans free of excessive black deposits?	5		
Equipment Cleaning	1.7.5	Is stored equipment that is not used on a daily basis stored in a clean condition with food-contact surfaces protected and/or are they retained on cleaning schedules in some manner, even though they are not in use?	10		
Equipment Cleaning	1.7.6	Are all utensils, hoses, and other items not being used stored clean and in a manner to prevent contamination?	10		
Equipment Cleaning	1.7.7	Are excess lubricants and grease removed from the equipment?	5		
Category	#	Question	Total Points	Points Earned	Comments
General Cleaning	1.8.1	Are spills cleaned up immediately?	10		
General Cleaning	1.8.2	Are waste and garbage frequently removed from packing and storage areas?	5		
General Cleaning	1.8.3	Do floor drains appear clean, free from odors and well maintained?	10		
General Cleaning	1.8.4	Do high level areas including overhead pipes, ducts, fans, etc. appear clean?	5		
General Cleaning	1.8.5	Are plastic strip curtains maintained in a good condition, kept clean and mounted so that the tips are not touching the floor?	5		
General Cleaning	1.8.6	Does the facility have safety equipment for the sanitation crew?	3		
General Cleaning	1.8.7	Is cleaning equipment available and stored properly?	5		
General Cleaning	1.8.8	Is cleaning equipment identified in order to prevent potential cross contamination issues e.g. production, maintenance, outside, restroom equipment?	5		
General Cleaning	1.8.9	Are all items used for sanitation appropriate for their designated purpose? (no steel wool, metal bristles, etc.)	5		
General Cleaning	1.8.10	Are toilet facilities and hand-wash stations clean?	15		

General Cleaning	1.8.11	Are employee locker and lunchroom facilities clean, including microwaves and refrigerators? No rotting or out of date foodstuffs?	5		
General Cleaning	1.8.12	Is the maintenance shop organized - i.e. equipment and spares stored in a neat and tidy fashion?	5		
General Cleaning	1.8.13	Are internal transport vehicles (e.g. forklifts, bobcats, pallet jacks, trolleys, floor cleaners etc.), clean and being used in a sanitary manner?	5		
General Cleaning	1.8.14	Are shipping trucks clean and in good condition?	5		
Category	#	Question	Total Points	Points Earned	Comments
Buildings and Grounds	1.9.1	Are all lights in the production, product storage areas, packaging storage areas and maintenance shops are clean and protected?	15		
Buildings and Grounds	1.9.2	Has the facility eliminated or controlled any potential metal, glass or plastic contamination issues?	15		
Buildings and Grounds	1.9.3	Has the facility eliminated the use of wooden items or surfaces?	5		
Buildings and Grounds	1.9.4	Is there adequate lighting in the packing and storage areas?	5		
Buildings and Grounds	1.9.5	Is ventilation adequate to remove dust, steam, and odors?	3		
Buildings and Grounds	1.9.6	Are floor surfaces in good condition, with no standing water, no debris trapping cracks and are they easy to clean?	10		
Buildings and Grounds	1.9.7	Are the floor drains where they are needed for drainage and cleanup?	5		
Buildings and Grounds	1.9.8	Are doors to the outside pest proof?	5		
Buildings and Grounds	1.9.9	Are dock doors fitted with buffers to seal against trucks (where dock doors have been installed)?	3		
Buildings and Grounds	1.9.10	Are dock load levelers and shelters maintained in a good condition, pest proof and debris free (where dock doors have been installed)?	3		
Buildings and Grounds	1.9.11	Are exterior walls free of holes to exclude pests? Are pipes, vents, air ducts designed and protected in order to prevent pest entry e.g. by using fine mesh?	5		
Buildings and Grounds	1.9.12	Are interior walls and ceilings free of cracks and crevices to prevent pest harborage and allow proper sanitation?	5		

Buildings and Grounds	1.9.13	Employees personal items are not being stored in the production and material storage areas?	5		
Buildings and Grounds	1.9.14	Is an 18" internal wall perimeter being maintained within the facility, with adequate access to these wall perimeters thereby allowing inspection and cleaning ?	5		
Buildings and Grounds	1.9.15	Is the exterior area immediately outside the facility free of litter, weeds and standing water?	5		
Buildings and Grounds	1.9.16	Are control measures being implemented for the storage of pallets, equipment, tires etc. (i.e. out of the mud, stacked to prevent pest harborage, away from building perimeter)?	5		
Buildings and Grounds	1.9.17	Are pallets inspected to separate and replace dirty or broken pallets?	5		
Buildings and Grounds	1.9.18	Is the area around the dumpster/cull truck clean?	3		
Buildings and Grounds	1.9.19	Are outside garbage receptacles and dumpsters kept covered or closed?	5		
Buildings and Grounds	1.9.20	Are all water lines protected against back siphonage?	5		

FOOD SAFETY FILE REQUIREMENTS - SECTION 2

Category	#	Question	Total Points	Points Earned	Comments
General File Requirements	2.1.1	Is there a documented account that indicates how the company product tracking system works, thereby enabling trace back and trace forward to occur in the event of a potential recall issue?	10		
General File Requirements	2.1.2	Does the facility have a documented recall program including: procedures, recall team roles and contact details, external contact listings, explanation of different types (classes) of recalls?	15		
General File Requirements	2.1.3	Is testing of recall procedures (including trace back) performed and documented annually? Can the company identify where affected product was sent?	10		
General File Requirements	2.1.4	Are there written procedures for handling regulatory inspections?	3		
General File Requirements	2.1.5	Is there a written glass policy (including glass breakage procedure and where necessary a glass register)?	5		
Category	#	Question	Total Points	Points Earned	Comments
Chemicals	2.2.1	Are copies of all Materials Safety Data Sheets (detergents, sanitizers, pesticides, etc.) on file and fully accessible at all times with clear indexes?	15		

Chemicals	2.2.2	Are there copies of specimen labels for chemicals used, where the full label is not immediately accessible e.g. rodent chemicals, product sanitizers?	5		
Chemicals	2.2.3	Is there a chemical inventory and/ or usage log?	3		
Category	#	Question	Total Points	Points Earned	Comments
Pest Control	2.3.1	Is there a written pest control program, including a copy of the contract with the extermination company (if used), Pest Control Operator License (if baits are used) and insurance documents?	15		
Pest Control	2.3.2	Is there a schematic drawing of the plant showing numbered locations of all traps and bait stations, both inside and outside the plant?	10		
Pest Control	2.3.3	Are service reports created for pest control checks detailing inspection records, application records, and corrective actions (if issues were noted) (in-house and/or contract)?	10		
Category	#	Question	Total Points	Points Earned	Comments
Self Inspection	2.4.1	Where the auditee sells product to the customers are their records of customer and buyer food safety complaints and rejections on file, along with company responses, including corrective actions?	5		
Self Inspection	2.4.2	Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?	5		
Self Inspection	2.4.3	Are there recording logs for the necessary process monitoring activities (e.g. pH, water temperature, metal detector, labeling, heating processes etc.) showing the results and where necessary the corrective actions?	10		
Self Inspection	2.4.4	Is there a Daily Pre-operation Inspection Log?	5		
Self Inspection	2.4.5	Are there equipment calibration records for pH meters, ORP meters, thermometers and other measuring equipment related to the safety of the product?	10		
Self Inspection	2.4.6	Is there a program for periodic facility/GMP internal (self) inspections and are records maintained detailing corrective actions?	10		
Self Inspection	2.4.7	Where the auditee buys product or packaging, does the facility have incoming goods inspection data?	5		
Self Inspection	2.4.8	Where the auditee buys product or packaging, does the facility have supplier letters of guarantee and/or relevant supplier third party audit certifications?	15		
Self Inspection	2.4.9	Are there inspection logs on incoming trailers for rodents and insects, cleanliness, holes and temperature control?	10		
Category	#	Question	Total Points	Points Earned	Comments

Maintenance & Sanitation	2.5.1	Does the facility have a preventative maintenance program and schedule?	10		
Maintenance & Sanitation	2.5.2	Is there a log of maintenance work or repairs ordered and is it signed off on work completed?	10		
Maintenance & Sanitation	2.5.3	Is there a written cleaning schedule (Master Sanitation Schedule) that shows what and where is to be cleaned and how often?	10		
Maintenance & Sanitation	2.5.4	Are there written cleaning procedures (Sanitation Standard Operating Procedures) for the facility and all equipment?	10		
Maintenance & Sanitation	2.5.5	Are sanitation logs on file that show what cleaning was done, when and who carried out the cleaning?	5		
Maintenance & Sanitation	2.5.6	Is there a log indicating that floor drains are cleaned on a regular basis (min. daily in wet and fresh-cut production areas)?	5		
Maintenance & Sanitation	2.5.7	Are there records showing cooling units are serviced and cleaned at least on an annual basis or more frequently as required?	10		
Category	#	Question	Total Points	Points Earned	Comments
Personnel	2.6.1	Are there logs of new employee food safety (GMP) orientation training with topics covered and attendees?	5		
Personnel	2.6.2	Are there logs of ongoing employee food safety education training with topics covered and attendees?	10		
Personnel	2.6.3	Is there an employee non-compliance/disciplinary action procedure? (verbal confirmation accepted).	3		
Category	#	Question	Total Points	Points Earned	Comments
Microbial Tests	2.7.1	Are there records of equipment microbiological testing?	5		
Microbial Tests	2.7.2	Are there records of environmental microbiological testing?	5		
Microbial Tests	2.7.3	Is there at least an annual microbiological test on water used in the facility (sampled from the site)?	10		
Microbial Tests	2.7.4	Is there (at least) an annual microbiological test for in-house produced ice or a letter of guarantee from external suppliers of ice?	10		
Category	#	Question	Total Points	Points Earned	Comments
Temperature Controlled Storage & Distribution	2.8.1	Are there temperature logs for storage rooms?	5		

Temperature Controlled Storage & Distribution	2.8.2	Are there records of shipping truck temperature checks, indicating that the truck was pre-cooled prior to loading?	5		
Temperature Controlled Storage & Distribution	2.8.3	Are there sanitary condition logs for shipping trucks (cleanliness, trailer condition, odor etc.)?	10		

FOOD SECURITY - SECTION 3

Category	#	Question	Total Points	Points Earned	Comments
Facility Security	3.1.1	Are the facility external areas and vulnerable entry points (i.e. those that are not permanently locked) surrounded by security fencing?	5		
Facility Security	3.1.2	Is access to the facility controlled by, locks, swipe cards, alarms or other devices?	10		
Facility Security	3.1.3	Are inbound food product storage areas (fruits, vegetables, etc.) secure i.e. within the secure compound?	5		
Facility Security	3.1.4	Are chemicals such as chlorine, citric acid, fungicides and sanitation chemicals stored within secured areas with controlled access?	5		
Facility Security	3.1.5	Are packaging material (cartons, wrap film etc.) storage areas secure i.e. within the secure compound?	5		
Category	#	Question	Total Points	Points Earned	Comments
Employee Security	3.2.1	Are background checks conducted on all personnel with special attention to employees who have access to sensitive areas and/or control of sensitive processes (verbal confirmation accepted)?	5		
Employee Security	3.2.2	Employees personal items are not being stored in the production and material storage areas?	5		
Employee Security	3.2.3	Are employees issued non-reproducible identification badges?	5		
Employee Security	3.2.4	Are visitors (including contractors) also required to be issued with identification badges?	5		
Employee Security	3.2.5	Are visitors (including contractors) required to "sign in" and sign out" in a visitors log book?	5		
Category	#	Question	Total Points	Points Earned	Comments
Transport Security	3.3.1	Does the company make use of sealed and/or locked trailers on inbound loads (excluding open flatbed trucks)?	3		

Transport Security	3.3.2	Does the company make use of sealed and/or locked trailers on outbound loads?	3		
Category	#	Question	Total Points	Points Earned	Comments
Water Supply Security	NEW 3.4.1	Are potable and non-potable water supply clearly identified?	3		
Water Supply Security	NEW 3.4.2	Are tamper evident water valves in place?	3		
Water Supply Security	NEW 3.4.3	Is there restricted access to sensitive water systems, e.g. sanitizer addition systems (like chlorine injection pumps), that helps ensure that only authorized personnel are able to adjust these systems?	3		
Category	#	Question	Total Points	Points Earned	Comments
Food Security Systems	3.5.1	Does the company have documented food security policies based on the risks associated with the operation?	10		
Food Security Systems	3.5.2	Are all personnel required to undergo training on food security issues and are training records kept?	10		
Food Security Systems	NEW 3.5.3	Is there is a log of who has access to sensitive areas e.g. a listing of key holders for access to areas like chemical storage?	3		
Food Security Systems	NEW 3.5.4	Is there an implemented and documented system to protect the security of food safety documentation and computer systems (including a back-up system for computer food safety data)?	3		
Food Security Systems	3.5.5	Is there a chemical inventory and/or usage log?	3		

MISCELLANEOUS SURVEY QUESTIONS - SECTION 4

Category	#	Question	Y/N	Y/N	Comments
Employing Minors	4.1.1	Minors (children) are not employed below the National and/or State Legal Minimum Age (verbal confirmation accepted)?	Y/N		
Employing Minors	4.1.2	If Minors are employed, do the records of hours of employment meet National and/or State Laws (both in and out of school time)?	Y/N		
Employing Minors	4.1.3	If Minors are employed, are they prohibited from doing certain jobs which are restricted by law?	Y/N		
Category	#	Question	Y/N	Y/N	Comments
Allergens	4.2.1	There are no allergen risks handled or stored on site? If N, then complete Allergens Section (next 6 questions).	Y/N		

Allergens	4.2.2	Are there adequate storage controls (separation, identification etc.) that ensure that allergens are not contaminating other raw materials ?	Y/N		
Allergens	4.2.3	Is there a dedicated production line or adequate clean down and production procedures that prevent allergen cross contamination?	Y/N		
Allergens	4.2.4	Are utensils and work in progress storage containers identified in order to prevent allergen cross contamination?	Y/N		
Allergens	4.2.5	Does re-work handling take into account the issue associated with allergen containing products?	Y/N		
Allergens	4.2.6	Are employees trained with respect to allergen risks and the facility allergen cross contamination controls (including hand washing between production runs) and are there	Y/N		
Allergens	4.2.7	Are all products manufactured on site, labeled correctly with respect to allergens?	Y/N		

NEW QUESTIONS (NOT PART OF OVERALL FOOD SAFETY PERCENTAGE) - SECTION 5

Category	#	Question	Total Points	Points Earned	Comments
Employee Practices	5.1.1	Are employees fingernails clean, short and if gloves are not used, free of nail polish?	5		
General Cleaning	5.1.2	Are maintenance tools that are used in the production and storage areas of the facility clean, sanitary and corrosion free?	3		
General File Requirements	5.1.3	Are there written Standard Operating Procedures (SOPs) that define specific working instructions for activities required to ensure food safety and the maintenance of Good Manufacturing Practices?	5		
General File Requirements	5.1.4	Are the SOP's available to relevant users and also a master copy maintained in a central file (SOP Manual)?	5		
Self Inspection	5.1.5	Are there specific SOP's for the changing and testing of water and ice systems e.g. washing flumes, hydrovac's, ice making machines, ice injectors, etc.?	10		
Self Inspection	5.1.6	Are there records that show anti-microbial strength testing (with corrective actions) of water and ice solutions prior to start up and throughout the production runs?	10		
Self Inspection	5.1.7	Is there a program for periodic inspections of food safety system records e.g. pest control records, temperature control records, sanitation records, maintenance records etc?	5		
Personnel	5.1.8	Is there a documented training program with training logs for the sanitation employees including best practices and chemical use details?	5		



Food Safety Audit

Storage & Distribution Center v05.06

Auditor: _____ Educational Audit (Y/N): _____

Audit Start (Time Data): _____ Audit End (Time Data) _____

Audit Scope: _____

Commodities: _____

Facility Name: _____

Facility Address: _____

G.P.S. Coordinates: _____

Facility Tel: _____ Facility Fax: _____

Facility Contact Name: _____ Facility Contact Position (Title): _____

Facility Contact E-mail: _____

Customer Name: _____

Customer Address: _____

Customer Tel: _____ Customer Fax: _____

Customer Contact Name: _____ Customer Contact Position (Title): _____

Customer Contact E-mail: _____

Buyer (s): _____

Buyer Audit Number if relevant e.g. Costco Audit Number: _____

Billing Address (Circle): Facility Customer Buyer

Other Comments: _____

PRIMUSLABS.COM STORAGE AND DISTRIBUTION CENTER AUDIT v05.06

GOOD MANUFACTURING PRACTICES - SECTION 1

Category	#	Question	Total Points	Points Earned	Comments
General Food Safety	1.1.1	Is there a designated person responsible for the food safety program?	10		
General Food Safety	1.1.2	Are all chemicals (sanitizers, detergents, lubricants, etc.) stored securely, safely and are they labeled correctly?	15		
General Food Safety	1.1.3	Are "food grade" and "non food grade" chemicals handled and stored in a controlled manner?	5		
General Food Safety	1.1.4	Are signs supporting GMP's posted appropriately?	10		
Category	#	Question	Total Points	Points Earned	Comments
Pest Control	1.2.1	Are products or ingredients free of insects/rodents/birds or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	15		
Pest Control	1.2.2	Are packaging supplies free of insects/rodents/birds or any evidence of them? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THE AUDIT.	15		
Pest Control	1.2.3	Are plant and storage areas free of insects/rodents/birds or any evidence of them?	10		
Pest Control	1.2.4	Is the area immediately outside the facility free of evidence of pest activity?	5		
Pest Control	1.2.5	Are pest control devices (inc. rodent traps and electrical fly killers) located away from exposed food products? Poisonous rodent bait traps are not used within the facility?	10		
Pest Control	1.2.6	Are pest control devices maintained in a clean and intact condition and marked as monitored (or bar code scanned) on a regular basis?	5		
Pest Control	1.2.7	Are interior, exterior building perimeter and land perimeter pest control devices adequate in number and location?	5		
Pest Control	1.2.8	Are all pest control devices identified by a number or other code (e.g. barcode) ?	5		
Pest Control	1.2.9	Are all pest control devices properly installed and secured?	5		
Category	#	Question	Total Points	Points Earned	Comments

Storage Areas & Packaging Materials	1.3.1	Are ingredients, products, and packaging stored to prevent cross contamination (this includes iced product pallets stored above pallets of product without adequate protection as well as any allergen cross contamination issues)?	15		
Storage Areas & Packaging Materials	1.3.2	Is the storage area completely enclosed?	10		
Storage Areas & Packaging Materials	1.3.3	Is the facilities use restricted to the storage of food products?	5		
Storage Areas & Packaging Materials	1.3.4	Are rejected or on hold materials clearly identified and separated from other materials?	10		
Storage Areas & Packaging Materials	1.3.5	Are products and ingredients, including ice, within accepted tolerances for spoilage or adulteration? ANY DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC	15		
Storage Areas & Packaging Materials	1.3.6	Are all storage areas clean, especially the racking structures, ceilings, floor areas by the walls and other hard to reach areas?	10		
Storage Areas & Packaging Materials	1.3.7	Are materials (commodities, packaging, ingredients, processing aids, work in progress etc.) properly marked with rotation codes (receipt dates, manufacture dates, etc.)?	5		
Storage Areas & Packaging Materials	1.3.8	Are materials (commodities, packaging, ingredients, processing aids, work in progress etc.) rotated using FIFO policy?	5		
Storage Areas & Packaging Materials	1.3.9	Are storage areas at the appropriate temperatures for the specific products being stored?	10		
Category	#	Question	Total Points	Points Earned	Comments
Operational Practices	1.4.1	Are all exposed materials (product, packaging etc.) protected from overhead contamination (e.g. ladders, motors, condensation, lubricants, walkways, loose panels, degrading insulation, etc.)?	15		
Operational Practices	1.4.2	Are hand washing stations adequate in number and location?	10		
Operational Practices	1.4.3	Are toilet facilities adequate in number and location and are they adequately stocked (e.g. toilet paper, disposable towels, soap, etc.)?	15		
Operational Practices	1.4.4	Is warm water available at hand washing stations?	5		
Operational Practices	1.4.5	Are re-usable containers clearly designated for the specific purpose (trash, raw product, finished product, re-work, ice etc.) such that cross contamination is prevented?	5		
Category	#	Question	Total Points	Points Earned	Comments

Employee Practices	1.5.1	Are employees washing and sanitizing their hands before starting work each day, after using the restroom, after breaks and whenever hands may be contaminated?	15		
Employee Practices	1.5.2	Are employees with boils, sores, open wounds or exhibiting signs of food borne illness excluded from operations involving direct and indirect food contact?	10		
Employee Practices	1.5.3	Is jewelry confined to a plain wedding band?	3		
Employee Practices	1.5.4	Is smoking, eating, chewing and drinking confined to designated areas?	10		
Category	#	Question	Total Points	Points Earned	Comments
Equipment	1.6.1	Are surfaces free of flaking paint, corrosion, rust and unhygienic materials (e.g. tape, string cardboard etc.)?	10		
Equipment	1.6.2	Does equipment design and condition (e.g. smooth surfaces, smooth weld seams, non-toxic materials) facilitate effective cleaning and maintenance?	15		
Equipment	1.6.3	Are thermometers (independent of thermostat probes) present in all coolers and freezers?	5		
Equipment	1.6.4	Are all thermometers non-glass and non-mercury?	10		
Category	#	Question	Total Points	Points Earned	Comments
Equipment Cleaning	1.7.1	Are cooling units including coils in coolers and freezers clean and free of aged, dirty ice?	5		
Equipment Cleaning	1.7.2	Are all fan guards dust-free and the ceiling in front of the fans free of excessive black deposits?	5		
Equipment Cleaning	1.7.3	Is stored equipment that is not used on a daily basis stored in a clean condition with food-contact surfaces protected and/or are they retained on cleaning schedules in some manner, even though they are not in use?	10		
Equipment Cleaning	1.7.4	Are all utensils, hoses, and other items not being used stored clean and in a manner to prevent contamination?	10		
Equipment Cleaning	1.7.5	Are excess lubricants and grease removed from the equipment?	5		
Category	#	Question	Total Points	Points Earned	Comments
General Cleaning	1.8.1	Are spills cleaned up immediately?	10		

General Cleaning	1.8.2	Are waste and garbage frequently removed from packing and storage areas?	5		
General Cleaning	1.8.3	Do floor drains appear clean, free from odors and well maintained?	10		
General Cleaning	1.8.4	Do high level areas including overhead pipes, ducts, fans, etc. appear clean?	5		
General Cleaning	1.8.5	Are plastic strip curtains maintained in a good condition, kept clean and mounted so that the tips are not touching the floor?	5		
General Cleaning	1.8.6	Does the facility have safety equipment for the sanitation crew?	3		
General Cleaning	1.8.7	Is cleaning equipment available and stored properly?	5		
General Cleaning	1.8.8	Is cleaning equipment identified in order to prevent potential cross contamination issues e.g. production, maintenance, outside, restroom equipment?	5		
General Cleaning	1.8.9	Are all items used for sanitation appropriate for their designated purpose? (no steel wool, metal bristles, etc.)	5		
General Cleaning	1.8.10	Are toilet facilities and hand-wash stations clean?	15		
General Cleaning	1.8.11	Are employee locker and lunchroom facilities clean, including microwaves and refrigerators? No rotting or out of date foodstuffs?	5		
General Cleaning	1.8.12	Is the maintenance shop organized - i.e. equipment and spares stored in a neat and tidy fashion?	5		
General Cleaning	1.8.13	Are internal transport vehicles (e.g. forklifts, bobcats, pallet jacks, trolleys, floor cleaners etc.), clean and being used in a sanitary manner?	5		
General Cleaning	1.8.14	Are shipping trucks clean and in good condition?	5		
Category	#	Question	Total Points	Points Earned	Comments
Buildings and Grounds	1.9.1	Are all lights in the production, product storage areas, packaging storage areas and maintenance shops are clean and protected?	15		
Buildings and Grounds	1.9.2	Has the facility eliminated or controlled any potential metal, glass or plastic contamination issues?	15		
Buildings and Grounds	1.9.3	Has the facility eliminated the use of wooden items or surfaces?	5		

Buildings and Grounds	1.9.4	Is there adequate lighting in the packing and storage areas?	5		
Buildings and Grounds	1.9.5	Is ventilation adequate to remove dust, steam, and odors?	3		
Buildings and Grounds	1.9.6	Are floor surfaces in good condition, with no standing water, no debris trapping cracks and are they easy to clean?	10		
Buildings and Grounds	1.9.7	Are the floor drains where they are needed for drainage and cleanup?	5		
Buildings and Grounds	1.9.8	Are doors to the outside pest proof?	5		
Buildings and Grounds	1.9.9	Are dock doors fitted with buffers to seal against trucks (where dock doors have been installed)?	3		
Buildings and Grounds	1.9.10	Are dock load levelers and shelters maintained in a good condition, pest proof and debris free (where dock doors have been installed)?	3		
Buildings and Grounds	1.9.11	Are exterior walls free of holes to exclude pests? Are pipes, vents, air ducts designed and protected in order to prevent pest entry e.g. by using fine mesh?	5		
Buildings and Grounds	1.9.12	Are interior walls and ceilings free of cracks and crevices to prevent pest harborage and allow proper sanitation?	5		
Buildings and Grounds	1.9.13	Employees personal items are not being stored in the production and material storage areas?	5		
Buildings and Grounds	1.9.14	Is an 18" internal wall perimeter being maintained within the facility, with adequate access to these wall perimeters thereby allowing inspection and cleaning ?	5		
Buildings and Grounds	1.9.15	Is the exterior area immediately outside the facility free of litter, weeds and standing water?	5		
Buildings and Grounds	1.9.16	Are control measures being implemented for the storage of pallets, equipment, tires etc. (i.e. out of the mud, stacked to prevent pest harborage, away from building perimeter)?	5		
Buildings and Grounds	1.9.17	Are pallets inspected to separate and replace dirty or broken pallets?	5		
Buildings and Grounds	1.9.18	Is the area around the dumpster/cull truck clean?	3		
Buildings and Grounds	1.9.19	Are outside garbage receptacles and dumpsters kept covered or closed?	5		

Buildings and Grounds	1.9.20	Are all water lines protected against back siphonage?	5		
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FOOD SAFETY FILE REQUIREMENTS - SECTION 2

Category	#	Question	Total Points	Points Earned	Comments
General File Requirements	2.1.1	Is there a documented account that indicates how the company product tracking system works, thereby enabling trace back and trace forward to occur in the event of a potential recall issue?	10		
General File Requirements	2.1.2	Does the facility have a documented recall program including: procedures, recall team roles and contact details, external contact listings, explanation of different types (classes) of recalls?	15		
General File Requirements	2.1.3	Is testing of recall procedures (including trace back) performed and documented annually? Can the company identify where affected product was sent?	10		
General File Requirements	2.1.4	Are there written procedures for handling regulatory inspections?	3		
General File Requirements	2.1.5	Is there a written glass policy (including glass breakage procedure and where necessary a glass register)?	5		
Category	#	Question	Total Points	Points Earned	Comments
Chemicals	2.2.1	Are copies of all Materials Safety Data Sheets (detergents, sanitizers, pesticides, etc.) on file and fully accessible at all times with clear indexes?	15		
Chemicals	2.2.2	Are there copies of specimen labels for chemicals used, where the full label is not immediately accessible e.g. rodent chemicals, product sanitizers?	5		
Category	#	Question	Total Points	Points Earned	Comments
Pest Control	2.3.1	Is there a written pest control program, including a copy of the contract with the extermination company (if used), Pest Control Operator License (if baits are used) and	15		
Pest Control	2.3.2	Is there a schematic drawing of the plant showing numbered locations of all traps and bait stations, both inside and outside the plant?	10		
Pest Control	2.3.3	Are service reports created for pest control checks detailing inspection records, application records, and corrective actions (if issues were noted) (in-house and/or contract)?	10		
Category	#	Question	Total Points	Points Earned	Comments
Self Inspection	2.4.1	Where the auditee sells product to the customers are their records of customer and buyer food safety complaints and rejections on file, along with company responses, including	5		
Self Inspection	2.4.2	Are there records of regulatory inspections and/or contracted inspections, company responses and corrective actions, if any?	5		

Self Inspection	2.4.3	Is there a Daily Pre-operation Inspection Log?	5		
Self Inspection	2.4.4	Are there equipment calibration records for pH meters, ORP meters, thermometers and other measuring equipment related to the safety of the product?	10		
Self Inspection	2.4.5	Is there a program for periodic facility/GMP internal (self) inspections and are records maintained detailing corrective actions?	10		
Self Inspection	2.4.6	Where the auditee buys product or packaging, does the facility have incoming goods inspection data?	5		
Self Inspection	2.4.7	Where the auditee buys product or packaging, does the facility have supplier letters of guarantee and/or relevant supplier third party audit certifications?	15		
Self Inspection	2.4.8	Are there inspection logs on incoming trailers for rodents and insects, cleanliness, holes and temperature control?	10		
Category	#	Question	Total Points	Points Earned	Comments
Maintenance & Sanitation	2.5.1	Does the facility have a preventative maintenance program and schedule?	10		
Maintenance & Sanitation	2.5.2	Is there a log of maintenance work or repairs ordered and is it signed off on work completed?	10		
Maintenance & Sanitation	2.5.3	Is there a written cleaning schedule (Master Sanitation Schedule) that shows what and where is to be cleaned and how often?	10		
Maintenance & Sanitation	2.5.4	Are there written cleaning procedures (Sanitation Standard Operating Procedures) for the facility and all equipment?	10		
Maintenance & Sanitation	2.5.5	Are sanitation logs on file that show what cleaning was done, when and who carried out the cleaning?	5		
Maintenance & Sanitation	2.5.6	Is there a log indicating that floor drains are cleaned on a regular basis (min. daily in wet and fresh-cut production areas)?	5		
Maintenance & Sanitation	2.5.7	Are there records showing cooling units are serviced and cleaned at least on an annual basis or more frequently as required?	10		
Category	#	Question	Total Points	Points Earned	Comments
Personnel	2.6.1	Are there logs of new employee food safety (GMP) orientation training with topics covered and attendees?	5		
Personnel	2.6.2	Are there logs of ongoing employee food safety education training with topics covered and attendees?	10		
Personnel	2.6.3	Is there an employee non-compliance/disciplinary action procedure? (verbal confirmation accepted).	3		

Category	#	Question	Total Points	Points Earned	Comments
Microbial Tests	2.7.1	Are there records of environmental microbiological testing?	5		
Microbial Tests	2.7.2	Is there at least an annual microbiological test on water used in the facility (sampled from the site)?	10		
Category	#	Question	Total Points	Points Earned	Comments
Temperature Controlled Storage & Distribution	2.8.1	Are there temperature logs for storage rooms?	5		
Temperature Controlled Storage & Distribution	2.8.2	Are there records of shipping truck temperature checks, indicating that the truck was pre-cooled prior to loading?	5		
Temperature Controlled Storage & Distribution	2.8.3	Are there sanitary condition logs for shipping trucks (cleanliness, trailer condition, odor etc.)?	10		

FOOD SECURITY - SECTION 3

Category	#	Question	Total Points	Points Earned	Comments
Facility Security	3.1.1	Are the facility external areas and vulnerable entry points (i.e. those that are not permanently locked) surrounded by security fencing?	5		
Facility Security	3.1.2	Is access to the facility controlled by, locks, swipe cards, alarms or other devices?	10		
Facility Security	3.1.3	Are inbound food product storage areas (fruits, vegetables, etc.) secure i.e. within the secure compound?	5		
Facility Security	3.1.4	Are chemicals such as chlorine, citric acid, fungicides and sanitation chemicals stored within secured areas with controlled access?	5		
Category	#	Question	Total Points	Points Earned	Comments
Employee Security	3.2.1	Are background checks conducted on all personnel with special attention to employees who have access to sensitive areas and/or control of sensitive processes (verbal confirmation accepted)?	5		
Employee Security	3.2.2	Employees personal items are not being stored in the production and material storage areas?	5		
Employee Security	3.2.3	Are employees issued non-reproducible identification badges?	5		
Employee Security	3.2.4	Are visitors (including contractors) also required to be issued with identification badges?	5		

Employee Security	3.2.5	Are visitors (including contractors) required to "sign in" and sign out" in a visitors log book?	5		
Category	#	Question	Total Points	Points Earned	Comments
Transport Security	3.3.1	Does the company make use of sealed and/or locked trailers on inbound loads (excluding open flatbed trucks)?	3		
Transport Security	3.3.2	Does the company make use of sealed and/or locked trailers on outbound loads?	3		
Category	#	Question	Total Points	Points Earned	Comments
Water Supply Security	NEW 3.4.1	Are potable and non-potable water supply clearly identified?	3		
Water Supply Security	NEW 3.4.2	Are tamper evident water valves in place?	3		
Water Supply Security	NEW 3.4.3	Is there restricted access to sensitive water systems, e.g. sanitizer addition systems (like chlorine injection pumps), that helps ensure that only authorized personnel are able to adjust these systems?	3		
Category	#	Question	Total Points	Points Earned	Comments
Food Security Systems	3.5.1	Does the company have documented food security policies based on the risks associated with the operation?	10		
Food Security Systems	3.5.2	Are all personnel required to undergo training on food security issues and are training records kept?	10		
Food Security Systems	NEW 3.5.3	Is there is a log of who has access to sensitive areas e.g. a listing of key holders for access to areas like chemical storage?	3		
Food Security Systems	NEW 3.5.4	Is there an implemented and documented system to protect the security of food safety documentation and computer systems (including a back-up system for computer food	3		
Food Security Systems	3.5.5	Is there a chemical inventory and/or usage log?	3		

MISCELLANEOUS SURVEY QUESTIONS - SECTION 4

Category	#	Question	Y/N	Y/N	Comments
Employing Minors	4.1.1	Minors (children) are not employed below the National and/or State Legal Minimum Age (verbal confirmation accepted)?	Y/N		
Employing Minors	4.1.2	If Minors are employed, do the records of hours of employment meet National and/or State Laws (both in and out of school time)?	Y/N		

Employing Minors	4.1.3	If Minors are employed, are they prohibited from doing certain jobs which are restricted by law?	Y/N		
Category	#	Question	Y/N	Y/N	Comments
Allergens	4.2.1	There are no allergen risks handled or stored on site? If N, then complete Allergens Section (next 6 questions).	Y/N		
Allergens	4.2.2	Are there adequate storage controls (separation, identification etc.) that ensure that allergens are not contaminating other raw materials ?	Y/N		
Allergens	4.2.3	Is there a dedicated production line or adequate clean down and production procedures that prevent allergen cross contamination?	Y/N		
Allergens	4.2.4	Are utensils and work in progress storage containers identified in order to prevent allergen cross contamination?	Y/N		
Allergens	4.2.5	Does re-work handling take into account the issue associated with allergen containing products?	Y/N		
Allergens	4.2.6	Are employees trained with respect to allergen risks and the facility allergen cross contamination controls (including hand washing between production runs) and are there	Y/N		
Allergens	4.2.7	Are all products manufactured on site, labeled correctly with respect to allergens?	Y/N		

NEW QUESTIONS (NOT PART OF OVERALL FOOD SAFETY PERCENTAGE) - SECTION 5

Category	#	Question	Total Points	Points Earned	Comments
Employee Practices	5.1.1	Are employees fingernails clean, short and if gloves are not used, free of nail polish?	5		
General Cleaning	5.1.2	Are maintenance tools that are used in the production and storage areas of the facility clean, sanitary and corrosion free?	3		
General File Requirements	5.1.3	Are there written Standard Operating Procedures (SOPs) that define specific working instructions for activities required to ensure food safety and the maintenance of Good Manufacturing Practices?	5		
General File Requirements	5.1.4	Are the SOP's available to relevant users and also a master copy maintained in a central file (SOP Manual)?	5		
Self Inspection	5.1.5	Is there a program for periodic inspections of food safety system records e.g. pest control records, temperature control records, sanitation records, maintenance records etc?	5		
Personnel	5.1.6	Is there a documented training program with training logs for the sanitation employees including best practices and chemical use details?	5		