

| Process Step / | Description | Type | Potential Hazard | Likelihood | Severity | Risk | Q1 |
|--------------------------|---|------|---|------------|----------|--------|-----|
| 01. Raw Material Intake | Ingredients purchased from approved suppliers. | P | Physical - Presence or introduction of physical hazard e.g. pests, glass atmospheric dirt / debris or other particulate matter. | 2 | 3 | Medium | Yes |
| | | C | No perceived hazard. | | | | |
| | | M | Mould growth on vanilla pods due to incorrect processing or packing conditions | 2 | 3 | Medium | Yes |
| | | A | No perceived hazard. | | | | |
| 2a. Deboxing and Storage | Product is unboxed and moved to ambient storage | P | Physical - Presence or introduction of physical hazard e.g. glass | 2 | 4 | Medium | Yes |
| | | C | No perceived hazard. | | | | |
| | | M | No perceived hazard. | | | | |

| | | | | | | | |
|--|--|---|---|---|---|--------|-----|
| Storage | ambient storage. | A | No perceived hazard as allergens not handled by current suppliers or at Zazou in storage unit. | | | | |
| 2b Waste Boxes and Packaging | Waste is generated during de-boxing and outer packaging removal | P | Physical - introduction of physical hazards in the form of waste e.g. cardboard / outer plastic | 2 | 2 | Low | Yes |
| | | C | No perceived hazard. | | | | |
| | | M | No perceived hazard. | | | | |
| | | A | No perceived hazard as allergens not handled by current suppliers or at Zazou in storage unit. | | | | |
| 3a. Weigh and Repackage or Decant into Bottles | Bulk stock is unpacked, weighed out and repackaged and sealed into new Vacuum Bags | P | Physical - Presence or introduction of physical hazard e.g. pests, glass, atmospheric dirt / debris or other particulate matter | 2 | 3 | Medium | Yes |
| | | C | No perceived hazard. | | | | |
| | | M | Microbiological - introduction of bacteria from hands of personnel e.g staphylococcus aureus. | 3 | 3 | Medium | Yes |
| | | A | No perceived hazard as allergens not handled by current suppliers or at Zazou in storage unit. | 2 | 4 | Medium | Yes |
| | | P | Physical - introduction of physical hazards in the form of waste e.g. unused labels / food contact packaging | 2 | 2 | Low | Yes |

| | | | | | | | |
|--|--|---|---|---|---|--------|-----|
| 3b Waste Labels and Food Contact Packaging | Food contact packaging is removed and will be deemed as waste. Any unused labels will also be disposed of. | M | Microbiological - microbial growth e.g. mould due to old label being applied to the product and shelf life being inadvertently exceeded. | 2 | 4 | Medium | Yes |
| | | C | No perceived hazard. | | | | |
| | | A | No perceived hazard as allergens not handled by current suppliers or at Zazou in storage unit. | | | | |
| 4. Label | Labelling of new packages with batch codes for identification and traceability | P | No perceived hazard. | | | | |
| | | C | No perceived hazard. | | | | |
| | | M | Microbiological - microbial growth leading to unacceptable levels likely to cause harm due to incorrect label being applied to the product. | 2 | 2 | Low | Yes |
| | | A | No perceived hazard as allergens not handled by current suppliers or at Zazou in storage unit. | | | | |
| 5. Despatch | Product is delivered to Client in safe and secure ambient vehicle. | P | Physical - Introduction of physical hazard during transportation. | 1 | 3 | Low | Yes |
| | | C | No perceived hazard. | | | | |
| | | M | No perceived hazard. | | | | |
| | | A | No perceived hazard as allergens not handled by current suppliers or at Zazou in storage unit. | | | | |

Issue 6

Issued By: Sara Sullivan

Issue Date: 29.08.2023

Zazou HACCP Study - V6 - 29.08.2023

| Risk | Q2 | Q3 | Q4 | Q5 | CCP | Prerequisite Procedures |
|------|----|----|----|----|-----|--|
| | | | | | No | All products purchased from approved suppliers in accordance with the Supplier Approval Procedure. All ingredients must be fully covered on receipt. Contamination Prevention Procedure, Goods In Procedure. |
| | | | | | | |
| | | | | | No | All products purchased from approved suppliers in accordance with the Supplier Approval Procedure. All ingredients must be fully covered on receipt. Contamination Prevention Procedure, Goods In Procedure. |
| | | | | | | |
| | | | | | No | Contamination Prevention Procedure and Glass Breakage Procedure. |
| | | | | | | |
| | | | | | | |

| | | | | | | |
|--|--|--|--|--|----|--|
| | | | | | | |
| | | | | | No | Contamination Prevention Procedure. Clean as you go policy in place. |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | No | Contamination Prevention Procedure and Glass Breakage Procedure. |
| | | | | | | |
| | | | | | No | Personal Hygiene Rules and hand washing procedure in place. |
| | | | | | No | Personal hygiene rules in place. Allergen policy on site. Segregated storage unit. |
| | | | | | No | Contamination Prevention Procedure. Clean as you go policy in place. |

| | | | | | | |
|--|--|--|--|--|----|---|
| | | | | | No | Labelling Control Procedure. Only required number of labels printed off wherever possible. Set days in the week for re-packing and labelling. |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | No | Labelling Control Procedure. Set days in the week for re-packing and labelling. |
| | | | | | | |
| | | | | | No | Vehicle and Transport Procedure |
| | | | | | | |
| | | | | | | |
| | | | | | | |

| Monitoring | Corrective Action | Record Keeping |
|---|--|------------------------|
| Visual checks carried out as part of the Goods Intake Procedure. | Place any non-conforming product on hold. Reject and return product to supplier if necessary. Investigate non-conformance. Review supplier approval status. De-list supplier if necessary. | Goods In Check Sheet |
| | | |
| Visual checks carried out as part of the Goods Intake Procedure. Mould presence on vanilla pods would be obvious. | Place any non-conforming product on hold. Reject and return product to supplier if necessary. Investigate non-conformance. Review supplier approval status. De-list supplier if necessary. | Goods In Check Sheet |
| | | |
| Ongoing observation by re-packing operative. Visual checks carried out. | Investigate non-conformance. Review supplier approval status. De-list supplier if necessary. | Non-Conformance Report |
| | | |
| | | |

| | | |
|---|--|------------------------|
| | | |
| Ongoing visual inspections by the Managing Director. Customer complaint analysis. | Investigate non-conformance. Re-train if necessary, Increase monitoring. | Non-Conformance Report |
| | | |
| | | |
| Ongoing observation by re-packing operative. Visual checks carried out. | Place any non-conforming product on hold. Investigate non-conformance. | Non-Conformance Report |
| | | |
| Ongoing observation by Senior Manager. | Investigate breach of rules. Initiate disciplinary procedure. Any risk of product contamination would be investigated and product disposed off if necessary. | Non-Conformance Report |
| Ongoing observation by Senior Manager. | Investigate breach of rules. Initiate disciplinary procedure. Any risk of product contamination would be investigated and product disposed off if necessary. | Non-Conformance Report |
| Ongoing visual inspections by the Managing Director. Customer complaint analysis. | Investigate non-conformance. Re-train if necessary, Increase monitoring. | Non-Conformance Report |

| | | |
|---|--|---|
| Label checks carried out. All unused or damaged labels are formally disposed of at the end of packing. GMP Inspections. Ongoing monitoring by the supervisor. | Investigate non-conformance. Re-train if necessary, Increase monitoring. Product recall would be initiated if necessary. | Re-packing and Label Document |
| | | |
| | | |
| | | |
| Ongoing observation by re-packing operative. Visual checks carried out. | Quarantine products with incorrect shelf life Re-label Investigate deviation. Re-train if necessary. Increase monitoring. | Re-packing and Label Document / Training Records |
| | | |
| Visual checks of product packaging integrity and vehicle prior to despatch. | Stop deliveries until transport is rectified and safe to do so. | Delivery Vehicle Check Sheet. |
| | | |
| | | |
| | | |