

Food Safety Scorecard[®]

Facility Layout, Design, and Construction



Facility Name	
Facility Location	
Date	

Area	Subtotal Score	Maximum Possible Score	Percent of Maximum Score
Facility Operational Control		22	
Facility Layout		39	
Facility Design & Construction		89	
Total		150	

Instructions for Scoring

Maximum points for each food-safety criteria are listed on the scorecard. Partial points may be awarded if a facility has at least some portion of the criteria. For example, upon entering a Hygienic Core area a facility may have a hand, but not a foot sanitation station. In this case a partial point may be awarded. It may also be possible that one Hygienic Core area has a hand/foot sanitation station, and another Hygienic Core area does not. Again, a partial point may be awarded. Use your best judgement when applying the scores.

All food plants have differing needs and levels of food safety controls. The type of product produced and the food-safety hazards associated with a particular product heavily influence the facility's layout, design, and construction requirements. This scorecard is intended to be used as a guide for evaluation purposes without respect to the type of products being produced. Therefore, the acceptable level for percent of maximum score will vary depending on the type of product being produced.

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Score	Yes	No	Facility Operational Control	Comments
	2	0	Hygienic Core entry - <i>is there a hand and foot sanitation station?</i>	
	2	0	Hygienic Core entry - <i>is there a wheel sanitation station for racks, equipment, etc?</i>	
	3	0	Hygienic Core entry control - <i>are pass-thru/conveyors/airlocks used for transfer of materials?</i>	
	3	0	Hygienic Core entry control - <i>are items/materials controlled and/or restricted upon entering?</i>	
	2	0	Raw processing area exit - <i>is there a hand and foot sanitation station?</i>	
	2	0	Raw processing area exit - <i>is there a wheel sanitation station for racks, equipment, etc?</i>	
	1	0	Trash/inedible exits - <i>is there a hand and foot sanitation station?</i>	
	2	0	Trash/inedible exits - <i>is there a wheel sanitation station?</i>	
	2	0	Electronic access control - <i>is there a facility-wide plan & system to restrict/control access?</i>	
	3	0	Tools, Equipment, Supplies - <i>are they separated and distinguishable between raw and Hygienic Core?</i>	
Subtotal				

Score	Yes	No	Facility Layout	Comments
			Flow Planning - separation between processing and Hygienic Core	
	5	0	Product flow - <i>is it linear?</i>	
	3	0	Employee welfare areas - <i>are there separate areas for raw and Hygienic Core employees?</i>	
	3	0	Maintenance areas - <i>is there a separate room, area, or tool storage for Hygienic Core maintenance?</i>	
	2	0	Sanitation/chemical storage areas - <i>are they separated from food products?</i>	
	4	0	Equipment/ Utensil Wash rooms - <i>are they flow-thru?</i>	
	2	0	Trash flow - <i>does raw processing trash flow away from Hygienic Core areas?</i>	
	2	0	Trash/inedible areas - <i>are there separate processing/Hygienic Core docks?</i>	
	2	0	Dry goods storage areas - <i>are there separate rooms for processing/Hygienic Core dry goods?</i>	
	2	0	Laboratory facilities - <i>are labs separated from food processing areas?</i>	
			Space Planning	
	2	0	Ingredient storage areas - <i>is there a separate room for allergens?</i>	
	2	0	Coolers (non-finished goods)- <i>is there adequate capacity for rotating sanitation between full/empty?</i>	
	2	0	Packaging Lines in Hygienic Core - <i>are there less than three per room/area?</i>	
	4	0	Access foyers - <i>are there personnel access vestibules?</i>	
	4	0	Ancillary equipment - <i>do separate rooms exist for this equipment?</i>	
Subtotal				

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Foth

FOOD PLANT
ENGINEERING

Score	Yes	No	Facility Design & Construction Features	Comments
			All Processing Rooms	
	1	0	Floor drains - <i>are they stainless steel?</i>	
	3	0	Floor drains - <i>are they all single point (not trench) drains?</i>	
	4	0	Floors - <i>are they free of standing water?</i>	
	3	0	Room Finishes - <i>are the walls, ceilings, and floors cleanable & free of cracks/crevices?</i>	
	4	0	Ceilings - <i>are accessible ceilings used for utility routing?</i>	
	3	0	Lighting - <i>are fixtures free of horizontal ledges?</i>	
	2	0	Doors - <i>are non-contact doors utilized?</i>	
	3	0	Doors - <i>are they solid and cleanable?</i>	
	2	0	Sewer system - <i>does process sewer flow away form Hygienic Core areas?</i>	
	4	0	Compressed air - <i>is there micro-filtration where compressed air contacts product?</i>	
	3	0	Utilities - <i>are all pipes/conduits vertical?</i>	
	2	0	Hose stations - <i>do they have individual backflow protection?</i>	
	3	0	Hose stations - <i>are they within 50 feet of equipment?</i>	
	1	0	Sanitation system - <i>is there a central system?</i>	
	3	0	Sanitation System - <i>are COP systems utilized?</i>	
	3	0	Sanitation systems - <i>are CIP systems utilized?</i>	
	3	0	Hand wash stations - <i>is the hot water recirculated?</i>	
	4	0	Clearance - <i>is there adequate clearance around equipment/fixes objects for cleaning?</i>	
			All Hygienic Core Areas	
	5	0	Refrigeration/Ventilation - <i>is there positive air pressure in Hygienic Core with open-product areas?</i>	
	5	0	Refrigeration/Ventilation - <i>are the areas zoned for pressurization?</i>	
	3	0	Refrigeration/Ventilation - <i>is there a purge system for room moisture control during sanitation?</i>	
	4	0	Refrigeration/Ventilation - <i>is there humidity control on refrigeration system?</i>	
	5	0	Refrigeration/Ventilation - <i>is there enhanced air filtration levels on air handling equipment?</i>	
	3	0	Refrigeration/Ventilation - <i>are Refrigeration/HVAC units dedicated to a room?</i>	
	4	0	Refrigeration/Ventilation - <i>are all Hygienic Core areas maintained to correct temperature?</i>	
	4	0	Refrigeration/Ventilation - <i>are all product storage areas maintained to correct temperature?</i>	
	2	0	Floor drains - <i>are remote traps used?</i>	
	3	0	Hose stations - <i>are low-pressure stations used?</i>	
	Subtotal			