



No matter where you work in the plant, you should:

- Monitor the equipment you work with (i.e., blenders, choppers, chill tanks, smokehouses, thermometers, ovens) to prevent sabotage or tampering of parts.
- Make sure that foreign material detection equipment (i.e., metal detectors, sifters, x-ray machines, magnets) is working properly at all times.
- Examine all ingredient containers, boxes, or bags for evidence that they have been opened or resealed.
- Make sure that product and rework is properly labeled at all times.
- Report missing stock (i.e., labels, packaging materials) to your supervisor.
- Keep areas where sanitation chemicals or other hazardous substances locked if they're supposed to be kept secure.
- Account for equipment (i.e., thermometers, knives, cutters, shovels) that you may use on a daily basis and report any missing items to your supervisor immediately.
- Report broken windows and locks.

