# [COMPANY NAME] GOOD MANUFACTURING PRACTICES POLICY

**Code: GMP** 

Issue time: 01

Issue date: .....

#### **DOCUMENT APPROVAL**

	Prepared	Approved
Signature		
Full name		
Title	Secretary	Director

TRANSLATION

### REVISION TRACKING TABLE

No.		Revision time	Modified page and content	Notes
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## DOCUMENT DISTRIBUTION TABLE

1. Director	3. Food Safety Board	
2. Management Board	4. Related departments	

# TRANSLATION

#### 1. PURPOSE

- Products are processed according to the process to ensure food safety and hygiene to consumers.

#### 2. SCOPE OF APPLICATION

- for production and processing processes at the company

#### 3. REFERENCES

- TCVN 2008:5603 "Code of practice General principles of food hygiene"
- Operating guidelines

#### 4. **DEFINITION / ABBREVIATIONS**

- GMP: Good manufacturing practice

#### 5. CONTENT

#### 5.1 GMP01 RAW MATERIAL RECEIPT

#### a. Process

- All batches of raw materials before being received into the factory are sampled and coded to check in accordance with the company's criteria on food safety and material requirements such as moisture, etc. - Raw materials are transported from the planting area to the Company, then at the material receiving area, the materials are weighed and placed in the material warehouse.

#### b. Procedures to be performed

- Only use tools that have been cleaned according to the Company's standard cleaning methods
- People working in the material receiving area must complete labor hygiene and protection before coming into contact with raw materials.
- Only receive batches of raw materials that have been tested to meet food safety criteria.
- Each batch of raw materials before being received into the factory must have full documents attached (certificate of origin of raw materials, etc.)
- No activities other than material-related activities are allowed in the material receiving area.
- Materials should not be placed directly on the ground

#### c. Supervision and assignment of responsibilities

- ➤ Đây là bản xem trước, chỉ thể hiện một phần của tài liệu.
- ĐẶT MUA và thanh toán tại www.dichthuatsms.com để nhận file word đầy đủ ngay lập tức.
- ➤ Hoặc GửI YÊU CẦU DỊCH THUẬT cho tài liệu của bạn.

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➤ Liên hệ 0934.436.040 (Zalo, Viber) để hỗ trợ ngay.

