

## **GOOD MANUFACTURING PRACTICES (GMPs) FOR FOOD SAFETY**

1. Sign in at facility reception and review site-specific GMPs.
2. Remove all jewelry (watches, earrings, necklaces, chains, rings, etc.) prior to entering production areas.  
*Exceptions: Medic Alert necklace.*
3. Remove all loose items from upper pockets.
4. A plant supplied hair net must be worn to cover all exposed hair. The hairnet must be worn to cover the ears.
5. A beard net must be worn by those persons with facial hair below the upper lip or 1 day's growth.
6. Wear plant supplied overcoats or smocks if, and where, required.
7. Use of tobacco products, food or beverages, chewing gum, or medications is prohibited in production facilities. Use the designated welfare areas on site.
8. Wash Hands upon entering production areas, after visiting employee welfare areas, and prior to handling any food products or packaging materials.
9. Walk through foot baths or foot foam to minimize risk of contamination. Use SWARF mats where supplied, or brush off boots prior to entering production areas.
10. All cutting of materials is to be performed away from product zones, and shielding equipment is to be used as required.
11. Work areas are to be tidied up daily prior to leaving the facility and upon completion of the job.
12. Glass, razors, break-away utility blades, interchangeable screwdriver bits or needles are not permitted in the facility.
13. Sampling of product from production lines or storage warehouses is strictly prohibited.
14. Should a band-aid be required, obtain a metal detectable one from the site contact.
15. Do not prop doors open.
16. Report food safety concerns or contamination to the site contact immediately.