



Audit Report

For

Otantik

Stage 2

Audit Date: 16/10/2025

Organization Details

Company:	Otantik
Address:	The Walk, Sidi Gaber, Alexandria, Egypt
Contact Person:	MR. Mahmoud Elmogy
Email:	almogy54@gmail.com
Audit Criteria:	ISO 22000:2018
EA Code:	E
Scope:	Restaurant and Cafe
No. of Sites:	1

Sites

Site Name	Location
Same Site	Same Location

Audit Objectives

The purpose of the Stage 2 audit is to evaluate the implementation and effectiveness of the client's management system.

It takes place on-site at the client's location and must include auditing of at least the following:

- a) Information and evidence about conformity to all requirements of the applicable management system standard or other normative documents.
- b) Performance monitoring, measuring, reporting, and reviewing against key performance objectives and targets, consistent with the standard's expectations.
- c) The client's management system ability and performance in meeting statutory, regulatory, and contractual requirements.
- d) Operational control of the client's processes.
- e) Internal auditing and management review.
- f) Management responsibility for the client's policies.

Auditors

Auditor Name	Role
Dr. Samir El Sherif	Team member
Dr. Heba Soliman	EGAC Assessor (observer)
Dr. Nouran Ebaid	Observer

Dr. Tarek Belal	Team leader
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Auditee Members

Auditee Name	Position
Mr. Wagdy Mohamed (opening meeting)(closing)	owner
Mr. Mahmoud Moahmed (opening meeting)(closing)	CEO
Mr. Mustafa Said (opening meeting)(closing)	Restaurant manger
Ms. Haidi Moahed (opening meeting)(closing)	FS team leader
Mr. Moe'mn Ahmed	Hall Captain

No. of Man-Days
2.0

Audit Findings

Clause No.	Requirement\\Departement	Evidence	Result
8.2.4	Kitchen	observe the kitchen hygiene and pre-services checks, during the audit found traces of small particles of breads and green plants , also found in the staff disinfection sink traces of food and kitchen tools	NC

Clause No.	Requirement\\Department	Evidence	Result
4.1,4.2,4.3,6.1.1	FS Department	<p>Procedure P-05 Business risk assessment to define threats and opportunity found to comply with requirements , Form F-05-01 for define the internal and external issues such as need for food safety training (internal issue) and risk for late delivery or nonconformity products delivered (external issue). interested party form F-05-02 and party such as (restaurant staff) need (contusions training in food safety). Also the scope of the management system written in the FSM dated 1/4/2025 rev. 0 1/4/2025. also the risks from the issues and interested party form F-05-03 for the threats from interested party requirements and issues effect. Also the form F-05-04 used to address the opportunity from issues effect and interested party requirements. The procedure contains the evaluation matrix.</p>	OK
8.2	FS Department	<p>Procedure P 11 for PRPs has been checked , issue 1, dated 1/4/2025 and rev 0 dated 1/4/2025. the procedure has defined all required programs such as kitchen cleaning F-11-03 , personal hygiene F-13-03 , equipment cleaning F-11-03, pest control F-13-02, refrigerators cleaning F-11-03, temperatures monitoring F-11-02 and Maintenace F-13-01.</p> <p>Sample of monitoring sheets for the last week 9/10/2025 has been checked during the audit.</p>	OK

Clause No.	Requirement\\Departement	Evidence	Result
8.5	FS Department	<p>during the audit the procedure P-11 for hazard control for Food safety has been reviewed and found comply with the requirements. There three HACCP plans reviewed as defined in the 1st stage audit. the detailed of the HACCP plans and review the understanding of the CCP , OPRP and PRP have been checked with the FS team , and the method of HACCP verification and validation. Also the team formation also has been checked with top management decision of formation. The juice HACCP plan , The hot meals HACCP plan and Fresh Salad HACCP plan have been checked , each plan contains full description of the meal , purpose of the meal (to be consumed in Fresh without any heat treatment for Salad as example), the pointel risks are defined (microbiology such as Bactria, chemical such as traces from pesticides and physical such as foreign object such as small metal or wooden parts. operation steps starting from receiving the raw material , inspection , store in cold temperature ≤ 5 oC, cleaning of the Salad in CI in 50 ppm concertation tablet or vinegar. also the CCP for each type of meal has been defined such as in juice CCP1 in cleaning the fruits and store of Juice in less than 5oC CCP2.</p> <p>Also the critical limits for each HACCP plan has been defined such as for Fruits the concertation of CI tablets 50+/- 10 ppm and vinegar. Also the monitoring of the CCP was defined for each HACCP , the corrective action if a non-conformity has defined also has been checked. The plans ended with the verification records.</p>	OK

Clause No.	Requirement\\Departement	Evidence	Result
8.5	Operation Department	<p>The HACCP plan for the HOT meals has been checked during the audit to ensure the validation of the defined flowchart and controls defined. Found meats under preparation (Tica) batch 16/10/2025 the temperature inside it was more than 5oC and the other item was Kofta inside temperature was +0.6 oC, there was no documented information regarding the monitoring of preparation. The Chief has his own temperature thermometer calibrated for the measurements of inside meat during cooking. there was no order to be cooked during the audit.</p> <p>There is a warming area to keep food warm (more than 60 oC).</p>	NC
7.1.5,7.16	Admin Department	<p>The purchasing process is part of the Admin department responsibility. The purchasing process has been checked P-08 for proper control over purchased items that can affect food safety , such as the meats and chicken from Fathala inv. # store 248, Tren 329 dated 15/10/2025 18:35:23 was observed , kept from 0 to -4oC, Fruits < 5oC , also the procedure requires implementation of FIOF principle. sample of food containing material such as the delivery container from Royal test report # 126.314-V1 dated 23/02/2025 was checked. The report result shows that the container is from grade food plastic that can be used for food delivery. The inspection report F-11-05 dated 15/10/2025 for incoming material for fathala batch was checked. the master list of approved supplier was reviewed F-8-05 for Fathala and Royal for plastic.</p>	OK

Clause No.	Requirement\\Department	Evidence	Result
7.4, 8.1, 8.2, 8.4, 8.5	Operation Department	<p>During auditing the dining hall , the menu communicated to the customer was observed to be QR code , the menu has complete meals description. The last page of the menu has all items related to allergen. however during discuss with the Captain of the hall found that it is not clearly understood how to communicate the allergen items in the customer order, as this is required by restaurant policy.</p> <p>Also , The method cleaning of the hall before the customer arrive was checked using the daily checklist for cleaning. The meal serve from the kitchen to table was also checked as per HACCP plan requirements.</p> <p>The emergency situation for the open air hall has been checked from the emergency procedure P-14 that has 8 cases the restaurant has to respond to using defined procedures. The mock drill for electricity cut off has been tested on 13/8/2025.</p>	OK
7.2,7.3,8.2.4	Admin Department	<p>The training plan for 2026 has been observed , the plan contains trainings to increase the competency of the restaurant team for ISO 22000:2018. also the restaurant has completed different trainings for ISO 22000:2018 awareness dated 21-22/04/2025 Cert# 2025QI9043, ISO 22000:2018 internal audit dated 27-29/04/2025 Cert# 2025QI9775 and training on ISO 22002-100:2025 & ISO 22002-2:2025 dated 1-2/8/2025 Cet# 2025QI3738.</p> <p>Also the medical records for restaurant main chief Mr. Ahmed Aly , Hall Captain Moe'mn Ahmed and Haidy Mohamed (FS team leader and waitress)</p>	OK
8.5	FS département	<p>The three HACCP plans have been reviewed with FS department to review how they have verified the HACCP plans. The top management report dated 1/6/2025 from the FS department show that the FS team has reviewed and verified the HACCP plans and found effective.</p>	OK

Clause No.	Requirement\\Department	Evidence	Result
8.2,8.5	Operation Department	During the audit the refrigerator K-7 has been checked for the PRPs and HACCP control. The temperature log is posted on the K-7 all reading in the range 5 oC , however the cleaning log wasn't available during the audit.	NC
9.3	Admin Department	During the audit the chicken batch # 329 dated 15/10/2025 from Fathala market , rice from El Dhouha batch production date 8/2025 from purchase order dated 15/10/2025 form P-13-F-04 and receiving form P-13-F-05 dated 15-10-2025, refrigerator log for contained items dated 15-10-2025 has been observed to comply with requirements	OK
8.2	Operation Department	the cleaning records for the dining halls have been checked dated 15/10/2025 and 16/10/2025 observed to comply with the requirements. The cleaning chemicals have been checked to be comply with food grade (Ditol diluted as instructed by the manufacture)	OK
7.2	Admin Department	During the audit the competency of the food safety team has been checked as weel as the awareness of the restaurant operation team awareness cert # 2025QI9043 for ISO 22000:2018 dated 21-22/4/2025. awareness for ISO 22002-100:2025 & 22002-2 dated 1-2/8/2025 Cert# 2025QI3738 interna audit training dated 27-29/4/2025 Cert# 2025QI9775. Also the audit plan for 2026 has been checked for increase the awareness of staff for food safety management system implementation	OK

Clause No.	Requirement\\Departement	Evidence	Result
8.3,8.9.5	FS Department	<p>during the audit the traceability procedure as well as the recall/withdraw procedure P-11, P12 have been reviewed and the mock drill for traceability and recall has been reviewed dated 1-6-2025 , for recall of grilled chick meal 18 meals due to suspect of contamination. The following forms have been triggered.</p> <p>1- The recall/withdraw register for products F-12-06 2- communication register F-12-01 3- recall/withdraw register 4- effectiveness of recall/withdraw register</p>	OK
8.9.3, 10.1	FS Department	<p>during the audit the records of the HACCP plans reviewed for required corrective action when critical limits have been exceeded. also the procedure for corrective action from other processes found such as internal audit process or customer complaint P-03, the procedure also cover non-conformity product or output</p>	OK
7.15,7.16	Admin Department	<p>All the restaurant food preparation processes are conducted within same premises. The restaurant has developed a purchasing procedure include the selection of food supplier and packing material for delivery P-8, The supplier is selected on their ability for daily delivery , cold delivery , meet the ISO 22000:2018 requirements , legal license form NAFSA (Packaging material) . The evaluation and reevaluation are conducted on yearly bases through evaluation form or visiting the supplier premises</p>	OK

Strength Point

- Top management commitment

Area for Improvement

- Enhance the team knowledge about ISO 22000:2018 requirements
- Enhance the implementation using the guidelines provided by ISO 22002-100:2025 and ISO 22002-2:2025
- Enhance the system documentation

Observation

- The communication of allergen items in meal menu wasn't clearly communicated to customer as required by restaurant policy.
- The document code on checklist of cleaning wasn't clear.
- some items such as Honey bottle , Sauce Bottle , Olive bottle don't have clear label to show the opening date and expiry date after opening
- The cutting brackets used for cutting the items such as meat, chicken , fresh vegetables need to be clearly marked for serviceability
- The traceability procedure need to be enhanced to state clearly what need to register in the forms and team need to have more training in the traceability procedure.

Minor NCR

NCR-1

traces of small particles of breads and green plants , also found in the staff disinfection sink traces of food and kitchen tools (8.2.4.j)

NCR-2

Found meats under preparation (Tika) batch 16/10/2025 the temperature inside it was more than 50C and the other item was Kofta inside temperature was +0.6 oC, there was no documented information regarding the monitoring of preparation. (8.5.4.3)

NCR-3

the cleaning log for K-7 refrigerator wasn't available during the audit. (8.2.4.i)

Major NCR

NA

Team Leader Recommendations

The restaurant has provided enough evidence of effective implementation of ISO 22000:2018, So the

restaurant is recommended for certification of ISO 22000:2018

Disclaimer Statement

The judgment of the management system is **based on the sample shown during the audit time.**

Lead Auditor Name:

Dr. Tarek Belal

Signature