



# Global Certification Bureau

## Corrective Action Form QMS-P08-F01

Department/process: Operation	
Audit Date: 2025-10-16	NCR No.: 2
Auditor Name: Dr. Tarek Belal	
Clause No.: 8.5.4.3	Audit Criteria: ISO 22000:2018
Finding Description: 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.	
Evidence: no documented information regarding the monitoring of preparation.	
Criteria from ISO Standard: Each CCP and OPRP must have a monitoring system to detect any failure to remain within the critical limits (for CCPs) or action criteria (for OPRPs).  The monitoring system shall include documented information covering: a) Measurements or observations that provide results within an adequate time frame. b) Monitoring methods or devices used. c) Applicable calibration methods (or verification methods for OPRPs). d) Monitoring frequency. e) Monitoring results. f) Responsibility and authority related to monitoring. g) Responsibility and authority related to evaluating monitoring results.	
Auditor Name: Tarek Belal	Signature
Proposed Action date: 2025-10-19	Due Date: 2025-10-30
Correction: All meat products under preparation were immediately checked, and internal temperatures were measured to ensure compliance with the required limits. Any batches exceeding the critical temperature limit (>5°C) were discarded. The kitchen staff were instructed to record temperature readings immediately using a temporary monitoring sheet for daily follow-up.	
Root Cause Analysis: There was no approved or documented monitoring form for recording internal product temperatures during preparation. This resulted in inconsistent monitoring and lack of evidence of control. Additionally, inadequate supervision during busy production periods contributed to the issue.	
Corrective Action: 1. Develop and implement a Daily Preparation Temperature Monitoring Log to record product name, time, and internal temperature. 2. Conduct staff training on the importance of temperature monitoring and documentation according to ISO 22000 requirements. 3. Assign the Kitchen Supervisor to review and sign the temperature logs daily to ensure compliance. 4. Perform weekly internal verification to confirm continuous implementation of monitoring and record-keeping. 5. Maintain all temperature monitoring records for a minimum of one year as evidence of control.	
<input checked="" type="checkbox"/> Action Accepted	<input type="checkbox"/> Action Not Accepted
Comments: to be checked next surveillance	
Closed <input type="checkbox"/>	Close Date: 0000-00-00