	Chapter, Subchapter and Question	
	1. General Information	
	1.2 Number of employees	
	1.2.1 - Number of Employees	for information, no scoring
	1.2.2 - Number of Seasonal Workers	for information, no scoring
	1.3 Technical Information	
	1.3.1 - Raw material processing systems	for information, no scoring
	1.3.2 - Evaporation systems	for information, no scoring
	1.3.3 - Total Storage capacity	for information, no scoring
	1.3.4 - thereof ambient temperature tanks	for information, no scoring
	1.3.5 - thereof sterile tanks	for information, no scoring
	1.3.6 - thereof cooling tanks	for information, no scoring
	1.3.7 - thereof deep frozen storage	for information, no scoring
	1.4 Social/ethical standards	
	1.4.1 - Is there a social accountability statement and policy (apart from AIJN CoBC) in place?	for information, no scoring
	1.4.2 - If there is a respective certification in place, which one?	for information, no scoring
	1.5 Environmental standards	
	1.5.1 - Is there an environmental statement and policy (apart from AIJN CoBC) in place?	for information, no scoring
	1.5.2 - If there is a respective certification in place, which one?	for information, no scoring
	2. Information about the Quality Management	
	2.1 Quality Management System	
	2.1.1 - Do you have a certified food safety management system (apart from SGF)?	for information, no scoring
	2.1.1.1 - Is the certification valid and recognized by SGF?	for information, no scoring
	2.1.1.2 - Is the last audit report of the recognized certification available for the SGF auditor?	for information, no scoring
	2.1.1.3 - Are all non-conformities of the certificate according 2.1.1.1 solved or in an acceptable state of solving?	for information, no scoring
	2.1.2 - Is there a documented procedure for the release of your finished product?	scoring
	2.1.3 - Who is responsible for the release of finished products?	for information, no scoring
	2.1.4 - Are responsible persons for product release of finished goods qualified and have authority to block a product?	scoring

	Chapter, Subchapter and Question	
	3. Food Safety	
	3.1 HACCP	
	3.1.1 - Do you have a competent HACCP team?	scoring
	3.1.2 (E.C.) - Does the scope of HACCP cover all relevant production and service processes?	scoring
	3.1.3 - Was there a complete HACCP review done in the last 12 months (considering new raw materials, new/modified products or processes, changes in production conditions, etc.)?	scoring
	3.1.4 - Is a complete descriptive flow chart of production processes available?	scoring
	3.1.5 (E.C.) - Did the HACCP hazard analysis take account of all biological, chemical & physical hazards (including risks of allergens)?	scoring
	3.1.6 - Was hazard determination carried out correctly?	scoring
	3.1.7 (E.C.) - Have critical limits been set for all the critical control points (CCPs) and/or operational prerequisite programmes (o-PRP)?	scoring
	3.1.8 - Is monitoring of CCPs and/or o-PRPs registered continuously?	scoring
	3.1.9 - Do you have established measures to handle CCPs and o-PRPs relevant to out-of-control food safety?	scoring
	3.1.10 (E.C.) - For pasteurization/sterilisation, do you have established relevant programmes (time, flow, temperature, pressure, etc.) that have been validated to produce a microbiologically stable product?	scoring
	3.2 Management of good manufacturing practice	
	3.2.1 - Are good manufacturing practices described in the quality manual?	scoring
	3.2.2 - Are records available?	scoring
	3.2.3 - Are the affected employees (including seasonal workers) trained successfully?	scoring
	3.2.4 (E.C.) - Are all the measuring and manufacturing devices that have a significant role in product safety and quality calibrated (records, calibration certificates/stamps)?	scoring
	3.3 Hazard-related policies and programmes	
	3.3.1 - Are policies implemented and applied for glass, wood, hard plastic ?	scoring
	3.3.2 - Is an allergen policy implemented and applied?	scoring
	3.3.3 - Do you have a recall procedure?	scoring
	3.3.4 - Is a food defense policy implemented and applied?	scoring

	Chapter, Subchapter and Question	
	3.4 Further important aspects relevant to hygiene	
	3.4.1 (E.C.) - Does the process take place in clean and acceptable hygienic condition?	scoring
	3.4.2 - Do you have cleaning schedules and procedures for the equipment used?	scoring
	3.4.3 - Is the process flow from intake to dispatch designed the way to prevent the contamination of raw material, packaging, intermediate/semi-processed and finished products?	scoring
	3.4.4 - Do you evaluate the effectiveness of cleaning?	scoring
	3.4.5 - Do you have cleaning schedules, procedures and records for the production area?	scoring
	3.4.6 - Do you have cleaning schedules, procedures and records for the outside surroundings?	scoring
	3.4.7 - Cleanliness of production area	scoring
	3.4.8 - Cleanliness of surroundings	scoring
	3.4.9 - Is a pest control system implemented?	scoring
	4. Traceability (of a batch delivered to a customer)	
	4.1 - Is it possible to trace the batch identification for the delivery to the customer?	scoring
	4.2 - Is it possible to trace the control of the used transport unit?	scoring
	4.3 - Is it possible to trace applied measure(s) to secure the transport, e.g. seal number?	scoring
	4.4 - Is it possible to trace date and, where relevant, time of loading?	scoring
	4.5 - Is it possible to trace the release of the delivered batch?	scoring
	4.6 - Is it possible to trace in-house and, where applicable, external storage of the finished product?	scoring
	4.7 - Is it possible to trace date and, where relevant, time of filling (e.g. drums, flexi container, etc.)?	scoring
	4.8 - Is it possible to trace the identification of primary packaging?	scoring
	4.9 - Is it possible to trace the declaration of conformity for primary packaging?	scoring
	4.10 - Is it possible to trace the date of production?	scoring
	4.11 - Can production flow be identified?	scoring
	4.12 - Is it possible to trace production conditions applied?	scoring
	4.13 - Is it possible to trace cleaning records for the equipment used?	scoring
	4.14 - Do records checked in 4.13 indicate that cleaning was appropriate?	scoring
	4.15 - Is it possible to trace last maintenance of the processing equipment used?	scoring
	4.16 - Is it possible to trace volumes and batch identification of processed products?	scoring
	4.17 - Is it possible to trace volumes and batch identification of added rework products?	scoring

	Chapter, Subchapter and Question	
	4.18 - Is it possible to trace correct registration of control points?	scoring
	4.19 - Is it possible to trace used additives?	scoring
	4.20 - Is it possible to trace the evidence of food grade specification for additives used?	scoring
	4.21 - Is it possible to trace the receipt of raw material used for production?	scoring
	4.22 - Is it possible to trace inward inspection of raw materials?	scoring
	4.23 - Was traceability data of chapter 4 (questions 4.1 to 4.22) presented within four hours?	scoring
	4.24 - Do traceability records allow a mass balance as far as possible with the applied production design?	scoring
New	**4.25 - Are retained samples stored under suitable conditions, if necessary pasteurized, in cool storage or deep-frozen so that the samples are representative for the good?**	scoring
New	**4.26 - Are the following quantities of semi-finished goods kept available for SGF - juice/puree: 2 to 3 x 250 g or ml, concentrate 2 x 200 g or ml , and aroma/flavour 2 x 30 g or ml?**	scoring
New	**4.27 - Are retained samples of semi-finished goods from own and/or external production found within the audit day?**	scoring
New	**4.28 - In which time frame (hours) were requested samples of semi-finished goods from own and/or external production found?**	for information, no scoring
	5. Purchasing	
	5.1 - Do you have a suitable approval procedure for all product suppliers taking into account quality requirements? (e.g. valid SGF certificate, own audits performed, other certificates or evidences, self-auditing questionnaire)	scoring
New	**5.1.1 - Do you purchase pre-processed products (e.g. mash, must, raw pulp, ...)?**	for information, no scoring
Rephrased	**5.2 (E.C.) - Does the purchase procedure and documentation for semi-finished goods (especially regarding analyses acc. to the SGF Conformity Matrix for non-system goods) comply with Rules of the Voluntary Control System?**	scoring
	5.3 - Do you have a food fraud vulnerability assessment for purchased products other than semi-finished fruit/vegetable products?	
Rephrased	**5.4 - Have you delivered data to the FRAPP programme during the past and/or current year?**	for information, no scoring
New	**5.4.1 - Please provide the full documentation about applied plant protection products for 3 fruit suppliers chosen by the auditor.**	for information, no scoring

	Chapter, Subchapter and Question	
	6. Fruit and Vegetable Acceptance	
	6.1 - Do you have a GMP-compliant inspection procedure that is applied to all incoming fruits and vegetables?	scoring
	7. Washing Fruits and Vegetables	
	7.1 - Are incoming fruits and vegetables washed?	for information, no scoring
	7.2 - If raw materials are not washed, is there a plausible explanation?	scoring
	7.3 - Are any chemicals (e.g. chlorine, surfactants, detergents etc.) added to the wash water?	for information, no scoring
	7.4 - Is the level of added chemicals controlled at appropriate intervals?	scoring
	7.5 - Is there a final washing step (equivalent to potable water quality) prior to further processing?	scoring
	7.6 - Is the quality of the final fruit and vegetable cleaning water monitored?	scoring
	7.7 - If there are spray nozzles, do they function correctly?	scoring
	8. Fruit and Vegetable Sorting	
	8.1 - Are there appropriate sorting processes/equipment to remove unsuitable fruit or vegetable and foreign matter?	scoring
	8.2 - Are any instructions available regarding the removal of unsuitable fruit/vegetables (rotten, other species/cultivars)?	scoring
	9. Product Analysis	
Rephrased	9.1 - Are risk-based analyses performed for food safety (e.g., microbiology, heavy metals, pesticides, mycotoxins)?	scoring
Rephrased	9.2 - Are own testing procedures double-checked by external laboratories and/or interlaboratory comparisons?	scoring
	10. AIJN CoBC	
	10.1 (E.C.) - Did you see any deviation from the AIJN Code of Business Conduct (e.g. child labour, violence, discrimination, environmental pollution, etc..)?	scoring
	11. Concluding remarks	
	11.1 Were any other significant observations made during the audit?	for information, no scoring
New	**11.2 (E.C.) - Have all corrective measures from the previous SGF audit been implemented or are they in an acceptable state of implementation?**	scoring