

Traceability & Documentation

- ☐ Identify all FTL-covered products and SKUs
- ☐ Establish traceability plan with TLC methodology
- ☐ Map all Critical Tracking Events (CTEs)
- ☐ Implement KDE capture at each CTE
- ☐ Deploy digital traceability system
- ☐ Ensure 24-hour record retrieval capability
- ☐ Configure sortable electronic format
- ☐ Establish data backup and retention policy

Food Safety & Preventive Controls

- ☐ Complete hazard analysis (all hazard types)
- ☐ Establish traceability plan with TLC methodology
- ☐ Update preventive controls plan
- ☐ Implement environmental monitoring program
- ☐ Deploy sanitation verification (swab mapping)
- ☐ Validate all CCPs
- ☐ Document verification vs. validation
- ☐ Establish process change control

Allergen Management

- ☐ Conduct allergen hazard analysis
- ☐ Implement physical segregation controls
- ☐ Validate cleaning procedures
- ☐ Deploy cross-contact prevention measures
- ☐ Review and update all label declarations
- ☐ Train staff on allergen controls

Supply Chain & Suppliers

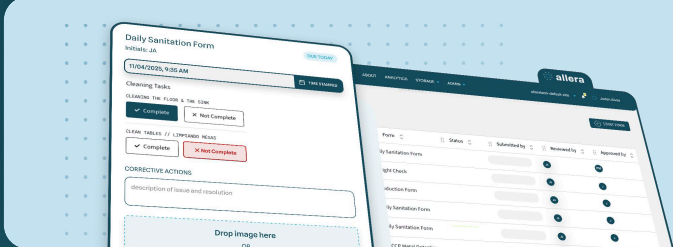
- ☐ Establish supplier approval program
- ☐ Define audit frequency and scope
- ☐ Collect supplier compliance documentation
- ☐ Implement non-conformance tracking
- ☐ Verify supplier traceability capabilities
- ☐ Assess supplier sustainability practices

Labeling & Packaging

- ☐ Review all labels for FDA regulatory compliance
- ☐ Verify ingredient declarations and allergen statements
- ☐ Validate nutritional information (Nutrition Facts panel)
- ☐ Confirm country-of-origin accuracy (COOL requirements)
- ☐ Document packaging materials for retailer requirements
- ☐ Check state-specific requirements (Prop 65, etc.)
- ☐ Establish labeling change control process

Sustainability & Environmental

- ☐ Implement packaging tracking for retailer programs
- ☐ Document packaging lifecycle data
- ☐ Establish waste reporting process
- ☐ Assess packaging recyclability claims
- ☐ Track environmental metrics for ESG reporting
- ☐ Monitor state packaging regulations
- ☐ Prepare for sustainability audits



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Caitlin Edsall, Director of Food Safety at Edengreen

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Training & Competency

- ☐ Train staff on updated procedures
- ☐ Document training completion
- ☐ Define role responsibilities
- ☐ Establish competency verification
- ☐ Schedule refresher training

Testing & Verification

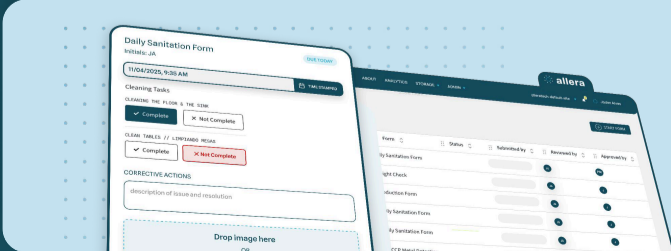
- ☐ Conduct mock recall drills
- ☐ Perform internal compliance audits
- ☐ Validate record retrieval time
- ☐ Test CAPA effectiveness
- ☐ Review supplier audit findings

Regulatory Monitoring

- ☐ Assign regulatory monitoring responsibility
- ☐ Subscribe to FDA, USDA, and state updates
- ☐ Establish quarterly review process
- ☐ Monitor GRAS and ingredient approval changes
- ☐ Track packaging regulation updates
- ☐ Review retailer requirement changes
- ☐ Monitor state-level food safety laws

Technology & Systems

- ☐ Deploy ERP/MES integration
- ☐ Implement IoT sensors for CCPs
- ☐ Configure traceability software
- ☐ Establish cloud storage
- ☐ Deploy audit management system
- ☐ Consider analytics tools for compliance monitoring



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