

MILLGATE BAKERY · HACCP-001-R

Corrective action report

Raise one report for every deviation from a critical limit, every foreign body find, and every customer complaint with a food safety element.

Report number**Date and time of deviation****CCP, OPRP or PRP affected****Who identified it****What happened****Product affected: description, batch or date code, quantity****Immediate action taken to regain control****Disposition of affected product and who authorised it****Root cause**

Action to prevent recurrence, with owner and target date

Was product despatched? If yes, was a withdrawal or recall required?

Action verified as effective by

Closed out by (name, position, signature, date)