

General Information

1. Is there a list of products the company will be broker to Compass Group Canada?
Yes No

Please upload the list of products.

Explain.

2. How many manufacturing companies will the company broker from to supply Compass Group Canada? Name them.

3. What are all the addresses of all the manufacturing facilities/locations?

4. Which provinces/territories will the company be supplying to for Compass Group Canada?
Select all that apply.

Alberta

British Columbia

Manitoba

New Brunswick

Newfoundland and Labrador

Nova Scotia

Ontario

Prince Edward Island

Quebec

Saskatchewan

Northwest Territories

Nunavut

Yukon

5. What is the process flow of the company's products up to Compass Group Canada? (i.e. CoManufacturer-->Company-->Distributor-->CGC unit)

Food Safety - Inspections / Audits / Certifications

6. Have all the locations been inspected/audited by a government authority (federal, provincial, municipal) in the past 12 months? (i.e. CFIA, public health)
Yes No

Please upload the most recent inspections or audit documents of each location.

Explain.

7. Are any or all locations GFSI certified?
All locations are GFSI certified. Some locations are GFSI certified. No locations are GFSI certified.

8. Have all locations been audited and passed a third party audit (HACCP, GAP, GFSI)?
Yes No

Please upload most recent certification of each location.

Explain.

9. Do any of the locations have a third party certification standard such as Halal, Kosher, Gluten Free, etc?
Yes No

If Yes, attach document: Please upload the most recent certification of each location.

Food Safety - Employees

10. Is there an after-hours or emergency contact person for the company?
Yes No

Please provide name and contact information or explain.

11. Is there a Quality Assurance contact for all locations?
Yes No

Please provide name and contact information or explain.

12. Has the person in charge of the HACCP/food safety program in all locations received food safety training?
Yes No

Please list the relevant courses taken and experience or explain.

13. Has the person in charge of the sanitation program in all locations received food safety training?
Yes No

Please list the relevant courses taken and experience or explain.

14. Has the person in charge of the pest control program in all locations received food safety training?
Yes No

Please list the relevant courses taken and experience or explain.

Food Safety - HACCP Program

15. Do all locations have a documented and validated HACCP plan in place?
Yes No

If No: Explain.

16. Do all locations have a Food Safety or HACCP Committee in place?
Yes No

If Yes, attach document: Upload the most recent meeting minutes of one of your locations. Ensure to list the committee members and their positions.

17. Do all locations have a documented and implemented Good Manufacturing Practices (GMP) or Good Agriculture Practices (GAP) program?
Yes No

Please upload the table of contents of the program.

Explain.

18. Do all locations have written Standard Operating Procedures (SOPs)?
Yes No

If No: Explain.

19. Is there a quality assurance (QA) or quality control (QC) test program for products?
Yes No

Explain.

20. Are critical control points identified, monitored and validated according to documented procedures in all facilities?
Yes No

If No: Explain.

21. Are monthly self-audits on the food safety and quality program conducted with corrective actions taken and documented?
Yes No

If No: Explain.

Food Safety - Recall Program

22. Do all locations have a written and implemented recall/traceability program to trace incoming and outgoing products from manufacturing through to distribution to Compass Canada units?
Yes No

If No: Explain what the company does when there is a CFIA recall? How does the company verify if they have been impacted?

23. Do all locations test its recall/traceability program at minimum on an annual basis?
Yes No

Please briefly state the results of your last mock recall or traceability exercise or explain.

24. Have any of the locations been involved in a product recall or withdrawal in the past two years?
Yes No

If Yes, attach document: Please upload a document outlining the details of the recall/withdrawal and the corrective actions taken to prevent recurrence.

Food Safety - Labels / Allergens / Claims

25. Does the company broker products with claims such as gluten free, peanut free, kosher, halal etc. to Compass Group Canada units?
Yes No

26. Are the product ingredients and/or labels compliant with all pertinent legislation?
Yes No

If Yes: Describe the date coding methods and provide example for both primary and case label or explain.

27. Do all locations have a written and implemented allergen control program?
Yes No

Please upload a copy of the allergen control program of any of the locations.

Explain.

28. Are validated shelf life studies conducted and documented for products?
Yes No

If No: Explain.

29. Does the company have a documented customer complaint program?
Yes No

Food Safety - Sanitation and Pest Control

30. Do all locations have a written and implemented sanitation program?
Yes No

If No: Explain.

31. Do all locations have written Sanitation Standard Operating Procedures (SSOPs)?
Yes No

If No: Explain.

32. Do all locations have a written and implemented pest control program?
Yes No

If No: Explain.

Supply Chain - Storage and Distribution

33. Select the product state that all the company locations manufacture, store, and distribute.

Ambient

Refrigerated

Frozen

34. Does the company work with any warehouses or distributors?

Yes No

If Yes: Name them.

Supply Chain - Suppliers

35. Is there a documented vendor approval program to ensure adequate food safety and quality performance of manufacturers and distributors?

Yes No

Please upload the vendor approval program.

Explain.

Other

36. Does the company have a crisis management or business continuity plan?

Yes No

37. As a Compass Group Canada (CGC) vendor, you represent, warrant and covenant, that your company and its vendors/contractors producing products for CGC shall at all times comply with all applicable federal, provincial and municipal laws, ordinances, regulations, codes (including procurement of required permits or certificates), all policies and program of CGC and its clients, applicable industry standards and rules, with respect to your company's products, performance or obligations outlined in your company's vendor agreement with CGC. Do you agree?

Yes No

38. If your company makes any allergen claims on the products supplied to Compass Group Canada, products have to be fully packaged in retail form. Do you agree?
Yes No
39. Do you agree to email Compass Group Canada Vendor Certification manager within 48 hours of receiving a conditional pass or a fail on an inspection/audit completed by a government authority?
Yes No
40. Do you agree to immediately contact Compass Group Canada Vendor Certification Manager should a food safety issue arise including product recall and customer food safety complaint for your company product related to Compass Group Canada?
Yes No