Chapter 4

GOOD MANAGEMENT PRACTICES

FOR

SHELLING PLANT OPERATIONS

Revised July 2009

Approved and Adopted by APC Board of Directors, November 6, 2009

These Good Management Practices are not standards nor are they mandatory, but represent consensus thinking on best practices in each area and it is strongly recommended that they be followed

THE PEANUT SHELLING SYSTEM

A. PROCESS DESCRIPTION

The peanut shelling system will usually consist of farmer stock storage facilities, shelling facilities, and dry and/or cold storage facilities.

A program should be implemented to ensure that no hazardous material remains in the finished product. The prerequisite programs necessary are Sanitation Program, Good Manufacturing Program, Pest Control Program, Customer Complaint Program, Chemical Control Program, Product Recall\Traceability Program, Supplier Controls, Product and Packaging Specifications, Preventative Maintenance, and Training.

The plant location should promote the production of a clean product. The area should be well drained, paved, or kept graded to prevent the collection of water.

Buildings should be designed and constructed to promote good sanitation standards. Buildings should also be sound and free of breaks to prevent the entrance of insects, rodents, water, and excessive dust.

The shelling process should promote the production of a wholesome, safe, and clean product. Equipment should be designed and installed in a manner that will be conducive to good sanitation practices.

Packaging, production, storage, and shipping areas should be designed to prevent product degradation and cross-contamination prior to customer receiving product.

B. CRITICAL AREAS

1. Farmer Stock Storage (The following items should be included in the appropriate program.)

Farmer stock should be stored in a warehouse that is clean, dry, well ventilated and pest free**.**

- Ventilation systems should be louvered and screened to prevent entrance of insects and birds.
- Routine inspection programs should be developed and maintained to monitor farmer stock quality.
- Areas around storage facility should be free of grass, weeds, debris, and any extraneous material to prevent rodent harborage. A program must be in place to maintain the areas surrounding storage facilities. (Mowing and spraying)
- All pest control must be performed or supervised by personnel possessing a valid commercial applicators license. This person should have direct responsibility for regular inspection of the storage structures and provide reports to the appropriate authorities that have responsibility to act as warranted. Control must be maintained over all on site chemicals. A designated locked area with limited access by personnel is recommended.
- Bait stations should be installed at approximately 50' intervals around exterior of buildings and maintained with approved bait. Stations should be secured and locked to prevent entry of unauthorized personnel. Stations should also be numbered and a master listing maintained to monitor rodent activity at each stations. All stations should be checked routinely to document activity. Tin Cats (no poison) should be used in areas open to product (Dump pits, etc.) at 25’ intervals.
- Pesticide usage should be minimized and used only as required to maintain farmer stock quality. All locations need an effective Integrated Pest Management program (IPM).

- Farmer stock unloading and storage areas should be free of standing water, including elevator wells and dump pits, and maintained in a sanitary manner.

- All lighting fixtures should be covered with approved shatter resistant covers or use shatter proof bulb. Lights on front end loaaders and other handling equipment must be covered with approved shatter resistant covers.

- Use of glass containers in or near farmer stock storage areas should be prohibited. Signs should be posted to identify these areas.

2. Shelling Plant and System (The following items should be included in the proper program.)

- Plant operations should be focused on production of peanuts that are clean and free of extraneous material and unwholesome defects.

- Buildings should be designed and constructed to facilitate good sanitation practices. Ceilings, floors, and walls should be kept in good condition to prevent product contamination. All wall to floor joints should be free of breaks to prevent product residue build-up and rodent entrance.

- All building openings should be screened or otherwise protected to prevent insect and rodent entry. All personnel doors should be self-closing. All pesticide usage must be documented on a chemical log sheet. Pest control programs need to include a map of the facility traps and bait stations, copy of license of pesticide applicator, MSDS sheets and check lists of activity. All training must be documented.

- All steps in the shelling process should be identified in a "flow chart" diagram. The flow chart should identify, with sufficient detail, the processes within the shelling system to determine the control points. A control point is defined as any point in the shelling process where loss of control does not lead to a health risk.

- A formal program should be established to identify and document sanitation schedules, procedures, and product quality parameters. Employees should be trained in the proper methods for sanitizing the control points within the shelling process.

- Proper sanitation at regularly scheduled intervals is the best prevention of insect activity. The use of chemical insecticides should be minimized and use only insecticides approved for food products.

- Painted surfaces should be inspected regularly to ensure peeling paint does not contaminate product flows.

- All lighting fixtures should be covered with shatter resistant covers or use shatter proof bulb.

- Rest rooms and break areas should be maintained in a sanitary manner. Signs should be posted instructing employees to wash their hands with an approved disinfectant soap prior to returning to their work area. Glass containers should not be permitted in the plant including break areas and policies should be established to prevent food and food products in the production areas. No Smoking policies should be put into place with designated smoking areas (If smoking is allowed in break areas).

- All waste products and materials should be placed in approved containers, identified, and disposed properly. This will eliminate the possibility of waste material finding it's way into edible product.

- A written plan should be in place to prevent the introduction of foreign material into the product. This plan should include a policy regarding the wearing of special apparel (such as hats, uniforms, hair and beard nets) in the work place.. No jewelry should be allowed in the plant. These policies should be communicated and strict adherence granted to them.

- A rodent control program should be established to identify and control the possibility of rodent infestation in the production area. This program should include a master plan to identify the location and rodent activity of exterior and interior rodent devices.

3. Packaging and Shipment

- Magnets and or metal detectors should be installed in the packaging product flow to ensure any metal is removed prior to packaging. A program should be in place to measure proper operation.

- Packaging materials should be inspected before use to ensure cleanliness and sanitation.

- All shipping containers should be identified to ensure lot integrity!

- A "check off" list should be established and utilized prior to loading any vehicle with shelled peanuts. The "check off" list should ensure the vehicle is clean, dry, water tight, and free of objectionable odors.

- After loading and confirming contents all shipping vehicles should be properly sealed to assure integrity.

- Bulk handling facilities should be enclosed or otherwise equipped to ensure product purity and cleanliness. Magnets and screens should be strategically located in the production flow to remove foreign material, which might be present. Such devices should be cleaned on a daily basis and routinely checked for performance to meet preset specifications.