

# SANITATION INSPECTION REPORT (BEANS, PEAS, AND LENTILS)

**FORM APPROVED OMB NO. 0580-0013:** According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 00580-0013. The time required to complete this information collection is estimated to average 1 hour per response and 1 minute of recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

SANITATION INSPECTION OF (Name and Address of Plant)	INSPECTOR
PLANT OWNED BY (Company or Individual)	DATE INSPECTED
INSPECTOR ACCOMPANIED BY (Name and Title)	

SANITARY DEFECTS	Assigned Defect Points	Inspr's Defect Points	SANITARY DEFECTS	Assigned Defect Points	Inspr's Defect Points
<b>I. PREMISES</b>			<b>C.</b> Toilet room(s) not equipped with self-closing doors.	3	
A. Outside premises not well drained.	3		<b>D.</b> Toilet room(s) open directly into a processing of food storage room where food is exposed.	Critical	
B. Outside premises not free of weeds, clutter, or unused equipment or other materials.	3		<b>E.</b> Cold and hot, water or tepid water not provided at wash basins.	3	
C. Waste not properly stored or contained.			<b>F.</b> Hand cleaner and towels not provided at or near each basin.	3	
D. Outside premises not free of harborage or breeding places for insects, rodents, birds, or other animals.	3		<b>G.</b> Adequate hand-washing signs not posted.	3	
	4		<b>H.</b> Adequate dry waste receptacles not provided.	3	
<b>II. RAW MATERIALS</b>			<b>I.</b> Toilet facilities not working.	5	
A. Beans, peas, and lentils not handled in a sanitary manner that would prevent adulteration.	Critical		<b>J.</b> Toilet and locker room not satisfactorily ventilated.	4	
			<b>K.</b> Toilet and dressing rooms not kept in a clean orderly condition.	5	
<b>III. CONSTRUCTION OF BUILDING</b>			<b>IX. CONSTRUCTION AND REPAIR EQUIPMENT</b>		
A. Plant construction does not exclude probable entrance of insects, rodents, birds or other animals.	3		A. Adequate space not allowed around equipment for cleaning and inspection process.	4	
B. Walls, partitions, ceilings, and exposed structural supports in poor repair.	3		B. Equipment not designed to protect the product zone against contamination or extraneous material.	5	
C. Floors not smooth and readily cleanable, or impervious under normal usage.	3		C. Equipment not free of parts or areas inaccessible for cleaning and sanitary inspection.	4	
D. Floors that frequently get wet not constructed to prevent pooling or are not kept dry.	3		<b>X. CLEANING AND SANITIZING TREATMENT</b>		
E. Exposed, unprotected overhead sewer lines present in product lines.	Critical		A. Equipment not cleaned at frequencies to prevent contamination of the product.	Critical	
F. Walls not sealed at juncture with floor.	3		<b>XI. CONTROL OF INSECTS AND ANIMALS</b>		
G. Walls and ceilings not free of flaked paint, nor in good repair.	3		A. Presence of evidence of any rodents in plants.	5	
H. Windows not intact.			B. Presence of any birds or any other animals including domestic types in the plants.	5	
I. Entranceways to production rooms not equipped with self-closing doors nor provided with other effective means to prevent entrance of vermin.	3		C. Presence of live insects in processing or product storage area (two or more).	Critical	
J. Screen doors, where present, not self closing.	3		D. Presence of dead insects in processing equipment (two or more).	Critical	
<b>IV. LIGHTING</b>			E. Presence of live or dead insects in more than minimal number in other areas (three or more).	5	
A. Production rooms not adequately lighted (20-foot candles).	3		F. Rodenticides, insecticides, and other control or eradication material including applicatory equipment not used in safe acceptable manner.	Critical	
B. Places where detailed inspection of the product or ingredients is required not adequately lighted (50-foot candles).	4		G. Evidence that effective pest control not exercised where needed.	3	
C. Places where inspection of the processes or operations is required not adequately lighted (50-foot candles).	4		<b>XII. PERSONNEL</b>		
D. Storage areas not adequately lighted (20-foot candles)	3		A. Employees not wearing garments suitable for work being performed.	4	
E. Toilets and dressing rooms not adequately lighted (20-foot candles).	3		B. Personnel in contact with unwrapped product or ingredients not using proper headwear including protection from facial hair.	4	
F. Protective shields for lights not present in areas where essential to protect the product during protection.	5		C. Gloves, if worn, not kept in a sanitary condition.	3	
<b>V. VENTILATION</b>			D. Storage of employees personal effects in production rooms.	3	
A. Plant not reasonably free of undesirable odors.	3		E. Employees not washing hands after contamination.	Critical	
B. Evidence of presence of excessive condensate on walls, ceilings, equipment, or pipeline.	4		F. Failure of employees to be hygienically clean; fingernails not kept cleaned and trimmed.	4	
C. Windows opening to the outside not screened with 14-mesh or finer screen (during presence of flies or other flying insects).	3		G. Employees affected with or a carrier of a communicable or infectious disease not excluded from product areas.	Critical	
D. Exhaust fans not screened or equipped with self-closing louvers.	3		H. Plant employees having an infectious wound, sore, or lesion on hands, arms, or other exposed parts of the body, not excluded from contacting ingredients, products or product zone.	5	
<b>VI. WATER SUPPLY</b>			I. Plant personnel not instructed in acceptable hygienic practices and proper sanitary rules of food handling.	5	
A. Lack of satisfactory evidence that the water supply is potable.	Critical		J. Personnel not prohibited from expectorating, eating, or smoking in product areas.	5	
B. Presence of cross-connection between water lines and sewage system (not allowed).					
<b>VII. DISPOSAL OF WASTES</b>	Critical		<b>TOTAL</b> .....		
A. Garbage, trash, and dry waste material, inside or outside the building, not satisfactorily contained.	4				
B. Waste is not disposed of frequently enough to prevent unsightliness or undesirable odors.	4				
<b>VIII. TOILET, HAND-WASHING, AND DRESSING ROOM FACILITIES</b>					
A. Toilet Facilities not provided for each sex.	3				
B. Toilets and urinals not water flushed.	3				

Plant operations are considered to be insanitary if one or more critical defects are found or if the plant receives a score of 46 or higher.

Please use reverse side of this form for remarks.

**SANITATION INSPECTION REPORT  
(BEANS, PEAS, AND LENTILS)**

FORM APPROVED OMB NO. 0580-0013: According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 00580-0013. The time required is estimated to average 1 hour per response and 1 minute of recordkeeping, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

SANITATION INSPECTION OF (Name and Address of Plant) **1**

INSPECTOR **3**

DATE INSPECTED **4**

PLANT OWNED BY (Company or Individual) **2**

INSPECTOR ACCOMPANIED BY (Name and Title) **5**

SANITARY DEFECTS	Assigned Defect Points <b>6</b>	Insp'r's Defect Points <b>7</b>	SANITARY DEFECTS	Assigned Defect Points	Insp'r's Defect Points
<b>I. PREMISES</b>			<b>C.</b> Toilet room(s) not equipped with self-closing doors.	3	
A. Outside premises not well drained.	3		<b>D.</b> Toilet room(s) open directly into a processing of food storage room where food is exposed.	Critical	
B. Outside premises not free of weeds, clutter, or unused equipment or other materials.	3		<b>E.</b> Cold and hot, water or tepid water not provided at wash basins.	3	
C. Waste not properly stored or contained.	3		<b>F.</b> Hand cleaner and towels not provided at or near each basin.	3	
D. Outside premises not free of harborage or breeding places for insects, rodents, birds, or other animals.	4		<b>G.</b> Adequate hand-washing signs not posted.	3	
<b>II. RAW MATERIALS</b>			<b>H.</b> Adequate dry waste receptacles not provided.	3	
A. Beans, peas, and lentils not handled in a sanitary manner that would prevent adulteration.	Critical		<b>I.</b> Toilet facilities not working.	5	
<b>III. CONSTRUCTION OF BUILDING</b>			<b>J.</b> Toilet and locker room not satisfactorily ventilated.	4	
A. Plant construction does not exclude probable entrance of insects, rodents, birds or other animals.	3		<b>K.</b> Toilet and dressing rooms not kept in a clean orderly condition.	5	
B. Walls, partitions, ceilings, and exposed structural supports in poor repair.	3		<b>IX. CONSTRUCTION AND REPAIR EQUIPMENT</b>		
C. Floors not smooth and readily cleanable, or impervious under normal usage.	3		A. Adequate space not allowed around equipment for cleaning and inspection process.	4	
D. Floors that frequently get wet not constructed to prevent pooling or are not kept dry.	3		B. Equipment not designed to protect the product zone against contamination or extraneous material.	5	
E. Exposed, unprotected overhead sewer lines present in product lines.	Critical		C. Equipment not free of parts or areas inaccessible for cleaning and sanitary inspection.	4	
F. Walls not sealed at juncture with floor.	3		<b>X. CLEANING AND SANITIZING TREATMENT</b>		
G. Walls and ceilings not free of flaked paint, nor in good repair.	3		A. Equipment not cleaned at frequencies to prevent contamination of the product.	Critical	
H. Windows not intact.	3		<b>XI. CONTROL OF INSECTS AND ANIMALS</b>		
I. Entranceways to production rooms not equipped with self-closing doors nor provided with other effective means to prevent entrance of vermin.	3		A. Presence of evidence of any rodents in plants.	5	
J. Screen doors, where present, not self closing.	3		B. Presence of any birds or any other animals including domestic types in the plants.	5	
<b>IV. LIGHTING</b>			C. Presence of live insects in processing or product storage area (two or more).	Critical	
A. Production rooms not adequately lighted (20-foot candles).	3		D. Presence of dead insects in processing equipment (two or more).	Critical	
B. Places where detailed inspection of the product or ingredients is required not adequately lighted (50-foot candles).	4		E. Presence of live or dead insects in more than minimal number in other areas (three or more).	5	
C. Places where inspection of the processes or operations is required not adequately lighted (50-foot candles).	4		F. Rodenticides, insecticides, and other control or eradication material including applicatory equipment not used in safe acceptable manner.	Critical	
D. Storage areas not adequately lighted (20-foot candles)	3		G. Evidence that effective pest control not exercised where needed.	3	
E. Toilets and dressing rooms not adequately lighted (20-foot candles).	3		<b>XII. PERSONNEL</b>		
F. Protective shields for lights not present in areas where essential to protect the product during protection.	5		A. Employees not wearing garments suitable for work being performed.	4	
<b>V. VENTILATION</b>			B. Personnel in contact with unwrapped product or ingredients not using proper headwear including protection from facial hair.	4	
A. Plant not reasonably free of undesirable odors.	3		C. Gloves, if worn, not kept in a sanitary condition.	3	
B. Evidence of presence of excessive condensate on walls, ceilings, equipment, or pipeline.	4		D. Storage of employees personal effects in production rooms.	3	
C. Windows opening to the outside not screened with 14-mesh or finer screen (during presence of flies or other flying insects).	3		E. Employees not washing hands after contamination.	Critical	
D. Exhaust fans not screened or equipped with self-closing louvers.	3		F. Failure of employees to be hygienically clean; fingernails not kept cleaned and trimmed.	4	
<b>VI. WATER SUPPLY</b>			G. Employees affected with or a carrier of a communicable or infectious disease not excluded from product areas.	Critical	
A. Lack of satisfactory evidence that the water supply is potable.	Critical		H. Plant employees having an infectious wound, sore, or lesion on hands, arms, or other exposed parts of the body, not excluded from contacting ingredients, products or product zone.	5	
B. Presence of cross-connection between water lines and sewage system (not allowed).	Critical		I. Plant personnel not instructed in acceptable hygienic practices and proper sanitary rules of food handling.	5	
<b>VII. DISPOSAL OF WASTES</b>			J. Personnel not prohibited from expectorating, eating, or smoking in product areas.	5	
A. Garbage, trash, and dry waste material, inside or outside the building, not satisfactorily contained.	4		<b>TOTAL</b> .....		
B. Waste is not disposed of frequently enough to prevent unsightliness or undesirable odors.	4				
<b>VIII. TOILET, HAND-WASHING, AND DRESSING ROOM FACILITIES</b>					
A. Toilet Facilities not provided for each sex.	3				
B. Toilets and urinals not water flushed.	3				

Plant operations are considered to be insanitary if one or more critical defects are found or if the plant receives a score of 46 or higher.

Please use reverse side of this form for remarks.

**SANITATION INSPECTION REPORT (SIR)**  
FGIS-952-1, For Beans, Peas, and Lentils Processors

1. Name of plant and physical address of the sanitation inspection.
2. Name of the company or individual that owns the plant.
3. Name of the inspector performing the inspection.
4. Date of inspection.
5. Name and title of plant personnel that accompanied the inspector during the inspection.
6. Assigned Defect Points. This column contains pre-assigned individual defect points. The range of points assigned is based on the importance of the defect item to the maintenance of good sanitation in the plant. For example, the defect item "Presence or evidence of rodents in plant," is assigned a point range of 0 to 5; whereas, "Waste not properly stored or contained," is assigned a point range of 0 to 3. The most serious defects do not have assigned defect points but are listed as "critical."
7. Inspector's Defect Points. In this column rate the individual defect item based on your opinion as to the relative potential for product contamination. If the item is clean and presents no sanitation problem, assign 0 defect points to the item. If the item is relatively clean but not perfect, assign 1 or 2 defect points to the item. If the item is insanitary or presents a clear hazard to sanitary operations, assign the maximum defect points possible for that item. Score critical Items as either "pass" or "fail." For example, the item "Presence of live insects in processing or product storage areas (two or more)" is a critical item. When any type of insect is present in the number indicated, it is a critical defect. Use the back of the form for remarks and explain critical defects to clearly describe the conditions observed.
8. Total the Inspector's Defect Points. If the SIR score meets or exceeds 46, consider plant operations insanitary. A plant may not have any critical items but their overall sanitary condition is so poor that they should discontinue processing and have a general cleanup or initiate a maintenance program. Evaluate plants in this condition based on their total SIR score.
9. Place any remarks on the back of the form.

Immediately after completing the SIR, give a copy to the plant representative. This copy is the plant's written notification of the conditions found.
---

## Questions Concerning This Form?

USDA, GIPSA  
Field Management Division  
Policy, Procedures and Market Analysis Branch  
1400 Independence Ave. Rm. 2409 N  
Washington, DC 20250-3630

Telephone: (202) 720-0277

Fax questions: (202) 720-1015

Email questions: to [andrew.s.greenfield@usda.gov](mailto:andrew.s.greenfield@usda.gov)

