

Standard Operating Procedure

FARM NAME \_\_\_\_\_

Doc.No. **2.07**

Title: Glass Breakage/ Contamination Clean Up

Effective Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ GAP Coordinator, Date: \_\_\_\_\_

1. When broken glass/brittle plastic is/are found anywhere in the area, put a HOLD on all activities (Anyone can do this).
2. Conduct a thorough inspection of all open, uncovered products, packaging materials, etc. in the immediate area.
3. Immediately inform the Foreman or Supervisor.
4. Wear protective disposable gloves.
5. Remove large pieces of glass or brittle plastic by hand and place in the garbage bin.
6. Sweep up the rest of the glass/brittle plastic shards in the area.
7. Wash all affected areas thoroughly with water or with a damp wipe-all.
8. Area must be checked by Foreman or Supervisor before resuming work in the area.
9. Return cleaning equipment and dispose of protective equipment
10. Wash hands before returning to work.