

Fred Webberking

From: Richard Adix
Sent: Wednesday, April 14, 2010 10:11 AM
To: Thomas Schuch
Cc: Michael Barazia; Fred Webberking
Subject: Processing Documentation Update

Tom,

Here is an update to the status of the Processing Documentation.

1. Fred has been very busy and has several SOPs ready for final review. They have been posted to the Processing SOPs page in the online doc library (Open the Doc Library, click **Standard Operating Procedures**, then click **Processing**.) They are marked with an **RC** (for Release Candidate). In an effort to cut down on the review time, we'd like to have you and your supervisors review them online and provide feedback to Fred, myself, and Mike Barazia.
2. I have posted the updated *Inspecting Tankers* (031-320206) SOP into the online doc library.
3. Several completed and signed SOPs are ready for training. A copy of the signed training logs should be sent to me as they are completed so I can file them in the document folder. The SOPs ready for training (available on the Processing SOP page) include the following:
 - *Inspecting Tankers* (031-320206)
 - *CIP Monitoring System Verification* (031-330405)
 - *CIP Call Back SOP* (031-330406)
 - *F-Chart Management* (031-330407)
 - *Ecolab Service Report Review* (031-330408)
 - *Cleaning Floor Drains* (031-330009)
 - *Cleaning Floors* (031-330010)
 - *Measuring Fats and Solids Using the CEM Smart System 5* (031-320452)
 - *Measuring Fats and Solids Using FOSS* (031-320451)
 - *Measuring pH Using the Orion pH Meter* (031-320454)
 - *Testing for Antibiotics Using the Charm Rosa SL Tester* (031-320450)
 - *Testing Pasteurized Mix* (031-320405)
 - *Testing Raw Dairy in the Processing Lab* (031-320403)
 - *Testing Raw Milk Before Unloading Tankers* (031-320250)
 - *Testing Raw Recovery* (031-320406)
 - *Testing Sucrose and Dextrose Using the YSI* (031-320455)
 - *Using and Calibrating QA Lab Pipettors* (031-610360)
 - *Reworking Product* (031-320518)
 - *Running Pareve Mixes* (031-320521)
 - *Using a Temporary Seal on the HTST Pasteurizer* (031-320564)
4. Fred has a few more Priority 1 SOPs that he is working on and we will be adding them to the Processing SOP page as they are ready for review.
5. Fred has formalized more than 40 of the Processing Forms and I understand they are being used in the Processing area. Good job Fred.

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