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GMPAUD 1 Good Manufacturing Practice Audit

Good Manufacturing Practice Audit	
Auditor Name	
Date	
Audit Findings	Audit Findings
Design and Construction of Buildings Verification Audit	
Are all buildings constructed to protect against the entrance and harbouring of pests?	
Are entrances heavily protected to prevent accidental damage?	
Is pedestrian and fork truck access separate?	
Are foundations at least 600mm deep and sufficient to prevent rodents from burrowing underneath?	
Are access points for pests prevented by ensuring windows that open are protected by insect screens?	
Are access points for pests prevented by screening air intake and exit ducts?	
Are external walls smooth to prevent rodents from climbing up them?	
Are all corrugated panels sealed to prevent rodent from accessing the core?	
Are all holes are filled to prevent rodent access?	
Are all points where services pass through the foundations permanently sealed?	
Do air bricks have a maximum hole size of 5 mm to restrict rodent access?	
Does design and construction minimise the accumulation of dirt/debris?	
Are external walls of adequate thickness to resist traffic impact?	

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Are company issue dressings the only dressings used by staff to cover cuts and infections and are issued by approved first aiders and recorded?	
Are all plasters and fingerstalls kept in the locked First Aid room?	
Are all cuts, wounds and infection properly covered?	
Do the First Aider's examine infections such as septic cuts and boils and decide if further covering is required?	
Is this in the form of a blue detectable finger stall or plaster?	
Is the infected person is transferred to a low risk area until the septic cut or boil has cleared when considered necessary?	
Do only approved First Aiders issue plasters and finger stalls?	
When the plaster or fingerstall is issued is an identification number written on the plaster in permanent pen on the outside of the dressing?	
At the end of the person's working day, is the plaster/fingerstall that was issued checked by the first aider to ensure that it has not been lost during working hours?	
Are full details on the issue of a plaster/finger stall logged including:	
- Issue date?	
- Issue time?	
- Reason for the issuing of the plaster/dressing?	
- Name of the person to whom the plaster / fingerstall is issued to?	
- Name and signature of the person to whom the plaster/ dressing is being issued?	
- Name of the first aider?	
- Signature of the first aider?	