

Record no. 1: Delivery of olives

Owner:

Code:

Olives from:

Haulier:

Address:

Variety:

Date of delivery:

Net weight of olives:

Types of olives:

Green olives %
Olives turning colour %
Black olives %

Average size in lot:

Size found:

Record no. 2: Evaluation of olives

Type of cropping:	Irrigated:	Non-irrigated:
Texture of olives:	Swollen %	Withered %
Fruit not suitable for processing (specify reason: small size, damaged olives, over-ripe olives, etc.)	... %	
Presence of foreign matter: (if present, please specify nature of predominant foreign matter)	Yes	No
Presence of contaminants:(if present, please specify nature and percentage of each contaminant):	Yes	No
* Traces of lubricants %		
* Traces of engine oil %		
* Presence of pests %		
* Other: please specify		
Declaration of olive grower regarding olive fruit treatments:	Yes	No
Approval of person responsible:	Yes	No
Approved:		

Record 3 : Delivery of other raw materials

Date	Processing aids					Additives				Ingredients				
	Type	Quantity	Person responsible	Supplier	Conformity Yes No	Type	Quantity	Person responsible	Conformity Yes No	Type	Quantity	Person responsible	Supplier	Conformity Yes No

Type: please specify kind of processing aid (nitrogen, carbon dioxide, gluconate, NaOH etc....);
 additive (antioxidants, stabilisers, flavouring agents, agglutinants, etc...)
 or ingredient (NaCl, vinegar, sugar, spices, etc...)
Quantity: please specify unit (kg, litres, etc...)
Amount left: please specify the remaining stocks
Conformity: in compliance with specifications

Approved by person responsible:

Record 4 : Delivery of cleaning products and lubricants

Date	Detergents					Lubricants						
	Type	Quantity	Person responsible	Supplier	Conformity		Type	Quantity	Person responsible	Supplier	Conformity	
					Yes	No					Yes	No

Amount left: please specify the remaining stocks

Approved by person responsible:

Record 5 : Delivery of packing material

Date	Packing containers					Accessories						
	Type	Quantity	Person responsible	Supplier	Conformity		Type	Quantity	Person responsible	Supplier	Conformity	
					Yes	No					Yes	No

Type: please specify the kind of packing container: metal cans, glass jars, sachets, drums, etc...

Accessories: labels, gum, cardboard boxes, plastic film, staples, etc...

Amount left: please specify the remaining stocks

Record no. 6: Fermentation and storage monitoring (basic parameters)

Tank no.:

Variety:

Size:

Type of preparation:

Date of processing (treatments applied):

Duration of lye treatment (for green olives only):

Date of brining:

NaCl concentration:

NaOH concentration:

Date	Physico-chemical parameters			Conformity	Corrective action	Comments
	pH	Salt con.	Free ac.			

Comments: any other comments concerning the progress of the process

Note: other suitable parameters for monitoring fermentation could be: combined acidity, reducing sugars, organoleptic parameters, etc.

Record no. 9 During packing

Fermentation-storage tank no.

Variety:

Size:

Trade preparation:

Date of processing:

Date of brining:

Duration of storage

Date	Lot	pH	Acidity	Salt cnt	Broken glass		Tight-fitting containers		Compliance GHP+GMP		Corrective action		Comments
					Yes	No	Yes	No	Yes	No			

Good hygiene practicas (GHP)
 Good manufacturing practices (GMP)

