#### 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 %			

- \* 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	g aids					Additives				Ingredients					
	Туре	Quantity		Supplier	Confor	mity	Type	Quantity	Person	Confo	mity	Type	Quantity	Person	Supplier	Confor	rmity	
			responsible		Yes	No			responsible	Yes	No			responsible		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 spices 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			<b>Detergents</b> Person responsible						Lubricants			
	Туре	Quantity	Person responsible	Supplier	Confo	rmity	Туре	Quantity	Person responsible	Supplier	Confor	mity
			•		Yes	No		•			Yes	No
												-
												$\overline{}$
												$\overline{}$
												$\overline{}$

Amount left: please specify the remaining stocks

Approved by person responsible:

**Record 5 : Delivery of packing material** 

Date			Packing contain	ers					Accessories			
	Type	Quantity	Person responsible	Supplier	Confor	mity	Type	Quantity	Person responsible	Supplier	Confor	mity
	- 71		•		Yes	Йo	- 71	ĺ			Yes	Йo
												-
												-
												-
												-

**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:

	Phys	ico-chemica	al parameters	Conformity	Corrective action	Comments
Date	рН	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. 7: Hazard identification, analysis, monitoring and control: 7-1 Delivery of raw material

Owner:	Code:
Olives from:	Code:
Address:	
Variety:	

					Hazards				]			
	Bi	ologica				Chemic	al		Corrective action			
	Date	Pests	Other	Pesticides	Contaminants	Traces lubricants	Traces eng.oil	Others	Non-accept.olives	Withdrawal authorisation.		
Dalissams of alissa												
Delivery of olives												

## Record no. 8: Hazard identification, analysis, monitoring and control: 7-1 Delivery of other raw material

Owner: Code:
Olives from: Code:
Address:
Variety:

	Date	Lot	Type raw mat.	Complies s	specif.	Corrective action
				Yes	No	
Delivery of other						
raw material						

### Record no. 9 During packing

Fermentation-storage tank no.

Variety:

Size:

Trade preparation:

Date of processing:

Date of brining:

Duration of storage

					Broken	glass	Tight-fitting	containers	Compliance	GHP+GMP	Correctiv	e action	Comments
Date	Lot	рН	Acidity	Salt cnt	Yes	No	Yes	No	Yes	No			

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

## Record no. 10: Hazard identification, analysis, monitoring and control: 7.13 Keeping properties of packed product

Thermal treatment: Pasteurisation/Sterilisation

Date	Lot	Pasteur./ sterilisation temp.	Pasteur./sterilisation time	Chlorine cooling water	Corrective action	Comments

## Record no. 11: Hazard identification, analysis, monitoring and control: 7-13 Keeping properties of packed product

# 7.13.3 Other keeping methods: specify

			Packing brine			Comments
Date	Lot	Trade preparation	Salt content	рН	Acidity	
					-	
					+	
					+	