Cape Herb & Spice™

Finished Product Specification

Document #: 04.08.016TSG_001	**Revision #:** 10	**Revision Date**: 10.06.2020
Author:	**Job Title:** Product Developer	**Sign:**
Approved By:	**Job Title:** Head of NPD	**Sign:**

RECORD OF CHANGES			
Revision Number	**Description of Change**	**Update By**	**Date**
0	New Product Specification Template	Tarryn Dirks	12.04.2016
1	New Product Specification Template: Addition of country of origin sticker	Tarryn Dirks	09.10.2018
2	New Product Specification Template & Label Update	Kishalya Naidoo	06.10.2020

MANUFACTURER'S FOOD SAFTEY & QUALITY MANAGEMENT SYSTEMS	
☒ BRC	☒ IFS
☒ HACCP	☒ GMP

PRODUCT IDENTIFICATION			
Site of Manufacturing:	☒ 50 Bell Crescent Westlake Business Park, Cape Town ☐ 63 Bell Crescent Westlake Business Park, Cape Town ☐ 82 Bridge Place, Capricorn Drive, Capricorn Business Park, Muizenberg, Cape Town ☐ 5 Rusper Street, Maitland, Cape Town		
Product Unit Description:	Rex Imports Sea Salt – Food Service Grinder A 325mL PET bottle containing coarse sea salt enclosed with a black grinder and printed tamper seal.	Product Case Code:	FSGRB151001
Product Unit Barcode:	6006507004798	Product Case Barcode:	16006507004795
Nett weight / unit:	360 g / 12.7 oz	Case Quantity:	6 Pack

Product Composition			
Raw Material	Compound Ingredients, if applicable	Percentage, if applicable	Country of Origin Supplier reserves the right to procure from a different origin based on availability and quality.
Sea Salt	NA	NA	South Africa

Ingredient Declaration (Indicate allergens as applicable)
Sea salt (100%).

PRODUCT CHARACTERISTICS		
Raw Material Appearance:	Colour:	Large white irregular shaped salt crystals.
	Particle Size:	3 -5 mm.
Texture & Consistency:	Texture:	Coarse.
	Consistency:	Free flowing.
Flavour:	Typical of salt.	
Aroma:	Typical of salt – no odours present	

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CLAIMS		
Consumer Claims	**Conforms, Claim Made**	**Conforms, No Claim Made**
No added MSG		√
No added preservatives		√
No artificial colours		√
No artificial flavours		√
Non GMO		√
Suitable for vegans		√
Suitable for vegetarians		√
Organic JAS		NA
Organic EOS		NA
Organic NOP		NA
Religious Claims	**Conforms, Claim Made**	**Conforms, No Claim Made**
Kosher (Parev)	√	
Halaal (MJC)	√	
Food safety claims	**Conforms, Claim Made**	**Conforms, No Claim Made**
Gluten free		√
Non irradiated		√

Process Controls	**Process Flow**	**Quality Controls**
Vehicle arrives, conduct vehicle inspection checks and record results on Incoming Vehicle Receiving Inspection Record. Inspect that the correct goods were received. If satisfactory, stock offloaded.	Raw material (RM) & packaging receiving.	Inspect raw material for infestation / damages. Record supplier traceability details of raw materials and primary packaging.
Stock put on hold for QC testing and if sent to external labs. Continue if accepted and label raw materials & primary packaging with internal lot numbers. If stock accepted: Receive stock in on SYSPRO Identify allergens with allergen sticker / by decanting into a blue bag.	Place on hold and conduct process testing.	For raw materials, conduct quality tests appropriate to the raw material. These checks may include as applicable: • Foreign matter • Colour / Visual appearance • Flavour • Size (sieving) • Bulk Density • Moisture • PPSL (Irradiation testing)

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Identify organic stock and apply organic stock code. If stock is out of specification or of unacceptable quality, return to supplier. If approved, proceed to next step.		Packaging materials are visually inspected and tested for the application they are intended. COA / COC reviewed. Complete QC records. Stock put on hold if sent to external lab and quarantined; continue if accepted. Release once all parameters are tested and found acceptable. If faults are found stock remains on hold, follow the NCR procedure.
Freeze in accordance with freezing procedures (-18 degrees for 4 days; -20 degrees for 3 days, -30 degrees for 2 days). All stock to thaw before returning to stores. Record details on freezing records. Submit freezer graphs for QA to review before proceeding to storage	Treatment, if required. Treat any high risk raw materials before they are placed into storage.	Verification through freezer loggers that correct time/ temperature was followed. Sign off records.
Store items in a sealed containers / packaging at ambient conditions. Store off the ground, away from the wall. Allergenic raw materials are identified and stored in allocated location Organic raw material are identified and stored in allocated location. High value material is stored in segregated area. Stored material to be marked with traceability information Goods to be kept in sealed packaging.	Storage of RM & packaging	If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected.
Pick according to filling sheet. Record lot traceability on filling sheet. Correct weight(s) / units to be picked. Correct item to be picked. Report any problems noted to QA. Report any infestation/foreign objects/ any other faults noted.	RM & packaging selection.	If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected.

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Mark items picked with job details. Pack stock on pallets and secure stock if necessary. Use clean equipment of good integrity when picking. Follow allergen and/or organic controls if appropriate.		
Cross check filling sheet regarding product code, quantity weights, raw and lot. Enter information accurately into SYSPRO	Physical receipting on SYSPRO	n/a
Freeze in accordance with freezing procedures (-18 degrees for 4 days; -20 degrees for 3 days, -30 degrees for 2 days). All stock to thaw before returning to stores. Record details on freezing records. Submit freezer graphs for QA to review before proceeding to storage	Freeze Treat Job Treat raw materials for job (the following raw materials do not require treatment: salt; sugar; black, white or green peppercorns; flavours; additives; saffron; breadcrumbs; oils; vinegar and chocolate)	Verification through freezer loggers that correct time/ temperature was followed. Sign off records.
Ensure blender clean before blending. Large Screen at in-let of blenders Magnet at in-let of chomotrol (cutting equipment) Full quantity to be issued. Mix/cut in accordance to mixing instructions. Check ingredients issued against filling sheet. Report any infestation/foreign objects/ any other faults noted. Weigh out ingredients. Follow cleaning protocols & check equipment integrity. New mixing code to be assigned to bags once blending completed. Follow allergen and/or organic controls if appropriate. Allergenic blends are identified Record mixing activities on the hygiene record for the area.	Mixing, if required. a) Decant into blender (screen in place on blender) b) Cut or mix (or any combination of these) c) once completed pack into bags & label and mark the bags	If QC notes production controls are not being followed report this to the manager/ supervisor to facilitate that this is corrected. Perform QC inspection on mixed items. Inspections include checks for: - visual appearance - Bulk density Correct quality to be released. Continue if passed QC test or if the blend is not in specification report to QA / NPD and develop instructions on how to proceed. Instructions are given on the filling sheet on how to proceed.
Full job to be issued.	Issue job to production	n/a

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Fillings to be attached to raw materials and or packaging. Production to check job is issued in full before accepting the job.		
Ensure that correct label is used. Ensure that label is correct when changing over rolls. Ensure that labels are applied neatly & are straight. Ensure that labels are applied to the correct height. Report any faults noted during production to QC. Record packing activities on the hygiene record for the area.	Label bottle **(order of steps may vary slightly)**	Verify quality of packaging. Check packaging against gold seal. Ensure correct version of artwork (check L codes) Check labels are correct height and straightness is within standard. Refer to the QC standards. If faults are noted during production step isolate stock and place on hold, if applicable follow NCR procedure. If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected. Record inspections on QC records.
Print batch coding and time on each unit according to customer approved format. Batch code in the correct location / height on packaging. Ensure traceability is maintained. Ensure that each unit is batch coded. Ensure batch code is neatly printed & legible. General – discard any incorrectly batch coded units or rework if possible.	Batch code **(order of steps may vary slightly)**	Check batch code against BOM and customer's approved format. Check legibility, alignment and placing. Ensure shelf life dates reflect correct shelf life. If faults are noted during production isolate stock and place on hold, if applicable follow NCR procedure. If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected. Record inspections on QC records.
Check equipment used is in good condition and clean before use. Pass raw materials / mix over magnet. Check correct packaging used at start-up. Cross reference to filling sheet & gold seals. Check mass of at start up in conjunction with the QC. Refer to QC standards. Follow allergen and/or organic controls, if applicable. Report any foreign objects/infestation/ quality variances to the QC.	Fill bottle **(order of steps may vary slightly)**	Check packaging against gold seal. Check correct stock has been issued & quality is within standard. Refer to QC standards to ensure it complies. Confirm mass of the units are correct. Perform mass inspections in accordance with procedures in place. Verify mass inspections regularly during the packing of the product. QC to perform start-up checks with the operators and thereafter regular checks on line during the production line. If faults are noted during packing isolate stock and place on hold, if applicable follow NCR procedure.

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Record packing activities on the hygiene record for the area.		If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected. Record inspections on QC records.
Ensure correct top colour and functionality is allocated to job. Ensure no defective tops are used and report defective tops to QC. Ensure cap is applied securely.	Apply top **(order of steps may vary slightly)**	Check the top is applied correctly and is secure. Verify quality of packaging. Check packaging against gold seal. If faults are noted during production isolate stock and place on hold, if applicable follow NCR procedure. If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected. Record inspections on QC records.
Ensure that each bottle is cleaned. Excess spice to be removed from the bottle with air.	Clean Bottle, if required **(order of steps may vary slightly)**	Verify that bottles are cleaned from excess spice/herb residue.
Place the tamper seal over the bottle. Place tamper seal at correct height. Ensure that the correct tamper seal is used. Ensure that a tamper seal is placed on each unit. Discard any damaged tamper seals and report to the QC.	Apply tamperseal **(order of steps may vary slightly)**	Verify that the correct tamper seal is used. Verify that the tamper seal is placed correctly onto the unit. Record inspections on QC records. If faults are noted during production isolate stock and place on hold, if applicable follow NCR procedure. If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected.
Ensure that the correct settings are used for sealing. Visually check the seals were securely sealed onto bottle after sealing & that the seal is neat & are sufficient to show tamper evidence. Check that each unit has a tamper seal applied to it. If any units are found to be incorrectly sealed / untidy, re-work. If required, request maintenance to assist with settings of sealing equipment.	Heat Unit & Check Seal **(order of steps may vary slightly)**	Check packaging against gold seal. Verify that seals are correctly in place and that the correct seals are used. Verify the quality of the seal post heat sealing to ensure that the seal is effective and neat. If faults are noted during production isolate stock and place on hold, if applicable follow NCR procedure. If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected. Record inspections on QC records.
Test hourly and / or at the start of each new variant.	Metal detect **(order of steps may vary slightly)**	If metal is found, investigate and discard product with metal in it.

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Ensure all products are passed through the metal detector. Record actions on metal detection record. Check at the start of the shift that metal detectors fail safes were operational. If any deviations be found, report to the production manager and QC, as per procedures in place. Stop production until resolved. Report any rejected units to the QC.		Verify that the metal detector procedure was followed. If faults are noted during production step isolate stock and place on hold, if applicable follow NCR procedure. If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected.
Print label for carton as per approved format. Submit label for QC approval before use. Ensure correct carton is selected and labelled with outer case label. Place correct number of units/trays into outer case carton and seal. Ensure that the units are placed in the carton in the correct configuration. Outer case label to match display consumer units inside the carton. Tape closed the carton neatly.	Cartonize & label	Ensure correct carton is selected. Ensure carton is labelled check that the label information is correct. Check that the correct items are placed in the cartons. If faults are noted during production step isolate stock and place on hold, if applicable follow NCR procedure. If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected. Record inspections on QC records.
Store off the ground a pallet, away from the wall at ambient temperature. Goods to be kept in sealed packaging. Ensure correct pallet configuration is followed. Ensure correct colour of pallet wrap is used for area of distribution.	Palletize & store	If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected.
Conduct vehicle inspection checks and record results on Incoming Vehicle Despatch Inspection Record. Pick correct goods and record traceability details on the required documents. Pallets must be clearly identified.	Dispatch	If QC notes production controls are not being followed report this to the manager / supervisor to facilitate that this is corrected.

TREATMENT

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Tick if applicable	Type	Prevention Of	Details
NA	Freezing	Pest infestation	- 18°C for 4 days or - 20°C for 3 days or - 30°C for 2 days
N/A	Steam sterilization	Microbiological growth	Outsourced, product dependent
NA	CO2 gassing	Pest infestation	Pressure: 8 bars Time: 3 minutes Sealing time: 3.9 seconds

ALLERGENS & FOOD INTOLERANCES		
Allergen	**Present in Product**	**Present in Facility**
Milk & milk products (cow, goat etc.)	No	No
Egg & egg products	No	No
Crustacea & crustacean products (shrimp, prawns, crab, lobster etc.)	No	No
Mollusca & mollusk products (calamari, clams, mussels, abalone etc.)	No	No
Fish & fish products (including oils & eggs)	No	No
Tree nuts and peanuts (including oils)	No	No
Cereals containing gluten (wheat, rye, oats, barley, spelt & hybridizes strains etc.)	No	Yes
Soybeans & products	No	Yes
Animal proteins (chicken, pork, beef etc.)	No	No
Fruit (oranges, kiwifruit, bananas, peaches, apples etc.)	No	Yes
Sesame	No	Yes
Mushrooms	No	Yes
Celery	No	Yes
Mustard	No	Yes
Lupin	No	No
SO_2 and Sulphites	No	Yes
Coconut	No	Yes
Pink peppercorns	No	Yes
Intolerance	**Present in Product**	**Present in Facility**
Gelatin	No	No
Alcohol	No	No
Benzoates (E210 – E213)	No	No
Cacao	No	Yes
Citrates (E330 – E333)	No	Yes
Cinnamon	No	Yes
Onion	No	Yes
Garlic	No	Yes
Glutamates (E620 – 625)	No	No
Poppy seeds	No	Yes
Umbelliferae plants (coriander, carrots, parsley, cumin, dill, fennel, anise)	No	Yes
Yeast	No	Yes
Azo Dyes	No	No

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MICROBIOLOGICAL STANDARDS & TESTING FREQUENCY			
Parameter	**Limit**	**Unit of Measurement**	**Frequency of Testing**
TMA (TVC)	< 1 000 000	cfu/g	Results for individual raw materials received per delivery on COA. Testing on final product is subject to agreement with customer.
Bacillus cereus	<1 000	cfu/g	
Enterobacteriaceae	<10 000	cfu/g	
Escherichia coli	Not Detected/ Max 3	cfu/g	
Staphylococcus aureus	Not Detected/ <10	cfu/g	
Yeast & mould	<10 000	cfu/g	
Clostridium perfringens	Not Detected	cfu/g	
Salmonella	Absent in 25g	cfu/25g	
Coliforms	<1000	cfu/g	
The microbiological standards complies to the following regulation(s):		FSANZ	
CHEMICAL STANDARDS & TESTING FREQUENCY			
Parameter	**Limit**	**Unit of Measurement**	**Frequency of Testing**
Moisture	<12	%	Results for individual raw materials received per delivery on COA. Verification of Mycotoxin are done by CHS and are only released once sample has passed.
Pesticides	NA	NA	
Caffeine	NA	NA	
Aflatoxin B1	NA	NA	
Aflatoxin total (B1, B2, G1, G2)	NA	NA	
Ochratoxin A	NA	NA	
Sudan red colourant	Not Detected / < 50	µg/kg	
Customer based requirement, if applicable:	NA	NA	NA
The chemical standards complies to the following regulation(s):	FSANZ		

NUTRITIONAL INFORMATION			
Nutrient	**Unit of measure**	**Per 100 g**	**Per Serving**
Energy	kJ	N/A	N/A
Energy	kCal	N/A	N/A
Protein	g	N/A	N/A
(Glycaemic) Carbohydrate	g	N/A	N/A
of which total sugar	g	N/A	N/A
Total fat	g	N/A	N/A
of which saturated fat	g	N/A	N/A
Sodium	mg	N/A	N/A
Salt	g	N/A	N/A
Nutritional information is based on product as sold.			

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Carbohydrates has been determined by:	☒ Difference	☐ Available carbohydrates
Data source:	☒ http://ndb.nal.usda.gov/ndb/foods database	☐ Tested by an accredited laboratory
	☐ http://www.foodstandards.gov.au/science/monitoringnutrients/afcd/Pages/default.aspx database	

CONSUMER UNIT PACKAGING				
Code	Description	Material	Food Contact	Size / Volume / Dimensions
BOTPETGRG000325	325ml PET Bottle	PET	Yes	188 x 64mm
TOPFSG0001	Black Food Service Grinder Top	Lids – ABS Inner – Acrylic Outer – ABS / Acrylic	Yes	58 x 58 mm
LABFSGR1510001	FSG Sea Salt Label – L175323	Polypropylene	No	150 x 55 mm
FUJFSGR000001	Grinder Printed Shrink Sleeve	PET	No	199 x 65 mm
SECONDARY PACKAGING, IF APPLICABLE				
Code	Description	Material	Food Contact	Size / Volume / Dimensions
N/A	N/A	N/A	N/A	N/A
TERTIARY PACKAGING (SHIPPER)				
Code	Description	Material	Food Contact	Size / Volume / Dimensions
CARFSGB0001	6 Pack Carton	Brown Corrugated Board	No	192 x 128 x 215 mm
STK0000016	White in-house printed label	Paper	No	100 x 50 mm

PACKAGING WEIGHTS	
Nett weight (ingredients)	360 g
Gross weight: Consumer unit packaging Ingredient weight / unit + consumer unit packaging weight	460 g
Gross weight: Secondary packaging, if applicable Consumer unit packaging weight x number of units + secondary packaging weight	2760 g
Gross weight: Tertiary packaging Consumer unit packaging weight x number of units + primary / secondary packaging weight + tertiary packaging weight	2880 g

TRACEABILITY CODE & SHELF LIFE INFORMATION			
Traceability code format:	B123456-X BB: DDMMMYYYY	Traceability code location:	Batched on the bottle close to the base.
Application of traceability information:	Inkjet		
Shelf life before opening:	24 months	Shelf life after opening:	Balance of shelf life if stored correctly.
USAGE INSTRUCTIONS			
☒ Avoid using over steaming pots or food.		Other:	

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STORAGE INSTRUCTIONS	
☒ Store in a cool dark, dry place out of direct sunlight.	☐ Once opened store in an airtight container.
☐ Once opened use within	☐ Once opened refrigerate.
☐ Once opened replace cap / lid.	☒ Once opened keep dry & tightly sealed.
Other:	

GENERAL INFORMATION					
This specification is accurate at the time of signing, the information included is based on legal requirements as well as internal and external guidelines. Cape Herb & Spice reserves the right to the information.					
APPROVALS					
Cape Herb & Spice Technologist			**Date:**		10.06.2020
Supplier		**Position:**		**Date:**	

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