

New Employee Orientation Training Sign Off

Employee Hygiene

* Video "Employee Hygiene Practices"

Food Safety

Allergens

Food Security

* DVD "Employees are the First Line of Food Defense"

AWAIR Program

Plant/Employee Safety

Right to Know

Lifting Techniques

Hearing Conservation

Orientation Quiz

Intro to SQF

**** Important Notice ****

** Please press the emergency stop button before sticking your hand in any of the machines **
I am aware of the disciplinary action and/or termination will occur as a result of my failure to follow the rules of th safety policies I have been informed of.

I have been trained and understand my responsibility for each of the training topics listed above.

Employee Name (print): Jaime Abu Vazquez

Employee Signature: [Signature]

Date: 10/11/23

Training Conducted By: Kelly M. Sutt



Orientation Quiz

Date: 10/11/23

Name: Jimmy Allen

- T/F 1. No jewelry is allowed except for a plain wedding band (no stones) and must be covered with a glove.
- T/F 2. At the beginning of your shift you can wear your smock in the break room before washing your hands.
- T/F 3. Everyone is allowed to leave or go outside during their break.
4. HACCP stands for:
- A. Hazard Assessment Critical Control Procedures
 - B. Hazard Assessment Crisis Control Point
 - C. Hazard Analysis Critical Control Point
 - D. Hazard Analysis Critical Control Procedures
- T/F 5. Hand washing and clean gloves are the most effective means of preventing the spread of bacteria and viruses that can cause infections and foodborne illnesses.
- T/F 6. All kinds of chemicals can be stored in the production areas.
- T/F 7. All products should be labeled with their allergens.
- T/F 8. Plant doors should remain open and unlocked for everyone to have an easy access to the production areas.
- T/F 9. Employees are instructed to report anything suspicious or out of the norm to plant management or quality assurance immediately.
- T/F 10. It is OK to pick up product from the floor and continue working on the line, because we have sanitizer on the floor.
- T/F 11. Sanitize gloved hands, aprons, and sleeves at the sound of the alarm.
12. What are the allergens we have present in Reichel production?
- A. Eggs, Wheat, Soy, Milk, Treenut (Cashew), Treenut (Almond), Peanuts, Sesame.
 - B. Soy, Almonds, Crab, Peanuts and Eggs
 - C. Soy, Eggs, Almonds, Peanuts and Milk
 - D. Fish, Walnuts, Shrimp, Milk and Pecans
13. Circle product contact surfaces below:
- Trays Hands Floor Smock Hairnet Slicer Blades
14. What does SQF stand for?
- A. Simple Quality Food
 - B. Safe Quality Food
 - C. Safe Quick Food
- T/F 15. Production Supervisors can remove QA HOLD tags from product or equipment?
- T/F 16. Extra copies of Controlled Documents can be stored on your clipboard?
- T/F 17. If a mistake is made on a form, draw a single line through error, initial it and write the correct

information next to it.

T/F 18. Product ID and traceability is important in the event of a recall due to a food safety issue.

19. If you see a problem with product quality or food safety, you should tell:

- A. Your Co-Workers During Lunch
- B. A Warehouse Employee
- C. QA or Supervisor Immediately

T/F 20. Internal Auditing helps us continuously improve our SQF system.

21. Where can you find the Food Safety Policy?

- A. In the Lunch Room/Break Room
- B. The Bathroom
- C. Supervisors' Office

T/F 22. It is OK to handle cardboard boxes and product contact items at the same time?

T/F 23. If I wash my hands in the restroom, I do NOT need to wash my hands upon entrance into each production area.

T/F 24. It is my responsibility to follow all Safety policies. If I choose not to use Personal Protective Equipment provided for me and not follow safety guidelines, disciplinary action will result.

T/F 25. It is a Safety violation to walk underneath the forklift, even if the driver sees me.

26. When is the best time to stretch?

- A. Before bed
- B. After work
- C. Before work

27. Where can you find examples of the recommended employee stretches?

- A. Break Room Bulletin Board
- B. In your Pay Stubs
- C. In the Restrooms

T/F 28. I do not have to wear earplugs in required areas if I already have hearing loss?