



# 6 TIPS

## AVOID UNDECLARED ALLERGEN FOOD PRODUCT RECALLS

### Supplier Changes or Shipping Errors

- ☒ Formally request an immediate notification from your supplier of any changes to ingredients.
- ☒ Request a current spec sheet for your QA team to review before authorizing each purchase.
- ☒ Require receiving personnel to compare product received against the current specification sheet that you have on file for that ingredient.
- ☒ Confirm the correct product name, code, and supplier match your approved ingredient list.
- ☒ Confirm the ingredient statement on the packaging matches the ingredient statement on the current specification sheet.
- ☒ Instruct receiving personnel to place product on hold and request a QA inspection for any product that does not match the current specification sheet on file.

