

RAW MATERIAL SPECIFICATION FORM – INTERNAL USE ONLY

Product:	
Item number:	
Pack size:	
Approved Supplier (s):	
General:	All raw materials must comply with Safe Food for Canadians Act and Regulations, be free of foreign materials, filth, and dirt. The materials must be stored and transported in the manner appropriate to maintain the integrity and quality of the product.
Description:	General description of what the product looks like; could also include whether the product comes in a bag or box or can etc.

Chemical Attributes:

Water Activity:	
pH:	
Moisture: X% max.	

Physical Attributes:

Granulation Size:	
Density:	

Biological Attributes:

Pesticides:	
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Microbiological Attributes:

Standard Plate Count:	cfu/g
Total coliforms	
Fecal coliforms	
<i>Escherichia coli</i>	
Salmonella species	
<i>Staphylococcus aureus</i>	
<i>Clostridium perfringens</i>	

PRODUCT Name goes here	Effective Date:
	Replaces:
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<i>Listeria Monocytogenes</i>	
Yeast	/g
Mold	/g

Storage Conditions:	Cool dry warehouse or specific temperature?
Lot Coding:	Must contain a lot that is specific to the date of manufacture and is traceable through Supplier's process. Give example?

Comments:	This is for any other distinguishing identity or if you require special instructions upon receipt. Sometimes a sample may have to be taken or inspection upon arrival for temperature?
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NOTES:

This form is for your opportunity to compare potential substitute materials that are provided by suppliers or other entities as well as provide a single location to provide reference information such as allergens, storage instructions, shelf life, sub-ingredients, chemical and microbiological characteristics that may affect your final product is a substitution is made without this reference.

This form can also be applied for use for packaging materials.

It is advisable to attach supplier documents (specification sheets) to this document for that same or equivalent product.

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