CCP Validation Template

20 Feb 2026

Complete

Score	28 / 30 (93.33%)	Flagged items	2	Actions	5

Site/Location	Harborview Catering - Mcclellan, California
Product/Process to be Validated	CCP-01 – Cooking of marinated chicken breast in combi oven for chilled distribution to satellite cafés
Conducted on	20.02.2026
Validator Name	Russell McFadden

Flagged items & Actions

2 flagged, 5 actions

Flagged items

2 flagged, 1 action

CCP Validation Form Checklist / CCP-Focused Audit and Trend Review

Are there any discrepancies between procedure and practice?

No

Occasional “near misses” noted when internal temperatures were between 75–76°C

CCP Validation Form Checklist / Revalidation Triggers & Change Control

Are revalidation triggers defined?

No

To do | Assignee: SafetyCulture Staff | Priority: Medium | Due: 27.02.2026 15:54 PST | Created by: SafetyCulture Staff

Identify site-specific triggers.

Other actions

4 actions

CCP Validation Form Checklist / Results, Conclusions, Corrective Actions

Define the corrective action.

Update cooking SOP to strengthen preheat requirements and integrate a preheat verification check on the CCP monitoring form.

To do | Assignee: SafetyCulture Staff | Priority: Medium | Due: 20.02.2026 15:43 PST | Created by: SafetyCulture Staff

Update cooking SOP and integrate a preheat verification check on the CCP monitoring form.

Update cooking SOP to strengthen preheat requirements and integrate a preheat verification check on the CCP monitoring form.

CCP Validation Form Checklist / Management Review Communication

Indicate the follow-up actions and target dates.

Actions assigned accordingly.

To do | Assignee: SafetyCulture Staff | Priority: Low | Due: 30.11.2026 15:52 PST | Created by: SafetyCulture Staff

Schedule annual re-check of oven heat distribution.

To do | Assignee: SafetyCulture Staff | Priority: Low | Due: 30.04.2026 15:52 PST | Created by: SafetyCulture Staff

Incorporate CCP-01 training module into new hire induction for line cooks.

To do | Assignee: SafetyCulture Staff | Priority: Low | Due: 31.03.2026 15:51 PST | Created by: SafetyCulture Staff

Maintain at least two calibrated thermometers available in hot kitchen.

CCP Validation Form Checklist	2 flagged, 5 actions, 28 / 30 (93.33%)
CCP & Hazard Definition	4 / 4 (100%)
Is the CCP clearly identified (step name and where it occurs in the process)?	Yes

Reference the process flow step.

Thermal cooking in combi oven (after marination and tray loading, before rapid chilling and packing)

Input the CCP ID/name as shown in the HACCP plan.	CCP-01 – Cooking of marinated chicken breast
Are the hazard(s) explicitly and specifically named (not generic)?	Yes

List the specific hazard(s) relevant to the product/process (e.g., Salmonella, allergens).

*Salmonella spp.
*Campylobacter spp.
*Listeria monocytogenes (reduction of contamination and growth)
*General vegetative pathogens associated with raw chicken (e.g., E. coli)

Is the intended outcome stated (what the CCP is meant to control/achieve)?	Yes

Briefly indicate the hazard-control intent (e.g., control Salmonella in poultry).

*Achieve a minimum 6-log reduction of Salmonella and Campylobacter in marinated chicken breast.
*Ensure the coldest point of every batch of chicken reaches at least 75°C for 15 seconds, reliably preventing survival of vegetative pathogens.

Is the scope defined (products covered, portion sizes/batch sizes, key assumptions)?	Yes

List the products covered by the CCP.

*Marinated boneless chicken breast (regular)
*Marinated boneless chicken breast (spicy variant)

Input typical portion and batch sizes.

*130–160 g boneless chicken breast fillets
*Maximum validated thickness: 2.5 cm at the thickest point before cooking

Indicate key assumptions (e.g., maximum thickness/load, starting temperature, service conditions).

*Maximum validated batch: 8 GN 1/1 trays per cook, fully loaded, single-layer fillets, minimal spacing between pieces.
*Starting product temperature: ≤5°C (from chilled storage).
*Combi oven preheated to setpoint 180°C with full fan.
*Product is rapidly chilled to ≤5°C within 2 hours after end of cook.
*Product is held chilled and then regenerated at outlets according to site hot-holding CCP (separate validation).

Critical Limits & Basis

3 / 3 (100%)

Are critical limit(s) stated in measurable terms (time/temp, pH/aw, ppm, etc.)?	Yes
Is the source of each critical limit documented (law, guidance, literature, industry guide)?	Yes

Cite the source used for each limit.

*Codex HACCP Principles and Application Guidelines – time/temperature combinations for poultry lethality.
*National food safety authority poultry cooking guidance (time/temperature tables indicating that ≥70–75°C provides sufficient lethality for Salmonella in poultry).
*Peer-reviewed data and industry guidance showing that 75°C for 15 seconds in the coldest point of chicken provides at least a 6-log reduction of Salmonella and other vegetative pathogens under worst-case conditions.

Indicate where the source is stored or attached.

Printed and digital copies of the applicable guidelines and literature are filed under Food Safety Library – CCP-01 Cook Validation Folder, reference IDs:
*FS-LIB-01-POULTRY-TT-GUIDE
*FS-LIB-02-POULTRY-LOGRED-STUDY

Are key assumptions/constraints documented (worst case, max load, max thickness, etc.)?	Yes

Indicate the worse-case product/portion.

*Largest chicken breast fillets routinely used (2.5 cm maximum thickness, highest marinade pickup).
*Pieces positioned in the coolest identified zone of the oven (rear upper tray), based on prior heat distribution checks.

Input how the critical limit covers the worst-case operating condition.

*The validated critical limit of ≥75°C for 15 seconds was demonstrated under:
  -Maximum tray load (8 GN 1/1 trays).
  -Minimal spacing between fillets.
  -Starting temperature at the upper allowable limit (5°C).
*Actual validation results showed internal temperatures consistently ≥77°C, providing a safety margin above the limit for the coldest points (see Results section).

Validation Method & Plan

4 / 4 (100%)

Is the validation method(s) selected and recorded (literature / model / in-plant study / testing)?	Yes

Indicate the method(s) used (literature, model, in-plant study, testing, etc.)

Scientific literature and regulatory guidance review
In-plant heat penetration study (operational validation)

Input the justification for the selected methods.

Poultry cooking lethality is well-studied; authoritative guidance exists on safe internal temperatures. In-plant validation is required for site-specific factors.

If using literature/guidance, is its applicability to the process documented? Yes

Input product category alignment.

Guidance applies to raw poultry meat (chicken), which matches the product processed at this site.

Input thickness/load alignment.

- Time/temperature recommendations in the literature include products of similar or greater thickness (up to ~3 cm).
- In-plant trials were done at 2.5 cm thickness and maximum tray load to represent or exceed routine worst-case.

Input equipment type alignment.

- Literature and industry guides used include data for convection and combi ovens.
- Site equipment: Electric combi oven with fan-forced hot air, equivalent to conditions in the guidance.

Input endpoint criteria alignment.

The endpoint of internal 75°C for 15 seconds is directly aligned with referenced data for acceptable Salmonella reduction in poultry.

If doing an in-plant study, is the study plan recorded? Yes

Describe what will be tested.

Marinated boneless chicken breast (regular and spicy variant), fully loaded trays in combi oven #2 at standard production settings.

Define the sample size.

3 separate production runs conducted on different days.
8 trays per run (maximum load).
3 fillets per tray (front, center, and rear positions), targeting the thickest fillets.
Total readings: 3 runs × 8 trays × 3 fillets = 72 internal temperature readings.

Define the acceptance criteria.

- Every measured point (all 72 readings) must reach ≥75°C, with no single reading below the critical limit.
- Average internal temperature per run should be at least 77°C to demonstrate a small but consistent safety margin.

Describe the roles and responsibilities involved.

QA & Food Safety Manager – owns protocol design, data analysis, and final conclusion.

Production Supervisor – ensures ovens are operated under defined worst-case conditions and that staff follow the test plan.

Line Cooks – conduct cooking according to SOP and assist with probe placement.

QA Technician – performs temperature measurements, records data, and files records.

Does the plan include worst-case testing? Yes

Include maximum load scenarios.

Oven loaded with 8 GN 1/1 trays, matching the highest routine volume.

Include largest portion/thickness scenarios.

Only largest fillets (up to 2.5 cm) were selected for probing, with special focus on the thickest pieces per tray.

Include peak service condition scenarios.

Trials were conducted during typical busy prep time to reflect high-throughput conditions, including back-to-back cooking cycles with minimal downtime between loads.

Operational Capability	5 / 5 (100%)
Is equipment capability confirmed for this CCP?	Yes

Input setpoint reach/hold capability.

Combi oven #2 is capable of reaching and stably holding 180°C in convection mode within 8 minutes of preheat, with door closed.

Preheat verification prior to each validation run confirmed that the oven achieved setpoint and held within ±3°C before loading.

Describe heat-up/recovery performance (if applicable).

Data logger trials performed prior to CCP validation indicated that, after full tray loading, oven air temperature recovered to within ±3°C of setpoint within 2 minutes and remained stable for the rest of the cook cycle.

Indicate temperature distribution checks (if applicable).	Yes
Are monitoring tools suitable and controlled?	Yes

Indicate the tool type and specification (range / accuracy)

Digital penetration thermometer, stainless steel probe, range –50°C to +200°C, accuracy ±0.5°C in the 0–100°C range.

Input the calibration/verification record ID.	THERM-CAL-2026-03; THERM-VER-LOG-2026
Is the measurement method defined?	Yes

Define the measurement location (e.g., the thickest point).

Probe inserted into the geometric center (thickest point) of each selected fillet, avoiding bone or air gaps (boneless product).

Priority given to fillets located on rear and center tray positions identified as cooler zones.

Define the stabilization period (if applicable)

Temperature reading taken after 10 seconds once display stabilized; no reading accepted if still rising quickly.

Define the number of sample points/reads.

Acc to HACCP plan: 72 internal temperature readings across 3 runs (3 fillets × 8 trays × 3 runs).

Is the required staff training defined and recorded for this CCP method? Yes

Define the roles required to perform the method.

Line cooks responsible for cooking and routine CCP monitoring.

QA Technician responsible for validation measurements and documentation.

Production Supervisor responsible for oversight and verification.

Input training completion evidence (date / roster / record ID)

raining session: “CCP-01 Cooking & Temperature Measurement”, conducted 5 February 2026.

Attendance roster and materials: TRAIN-CCP01-COOK-2026, stored in the Training Records directory.

All participating staff completed practical demonstration of correct probe use and temperature logging.

Results, Conclusions, Corrective Actions

1 action, 5 / 5 (100%)

Are validation results recorded? Yes

Include raw data or referenced record IDs.

Internal temperature logs recorded in CCP-VAL-COOK-CHICKEN-2026-RUN1 to RUN3.

Summary spreadsheets and graphs filed under FS-VAL-SUMM-CCP01-2026.

Input summarized results against acceptance criteria.

Total readings: 72; All acceptance criteria met.

Lowest recorded internal temperature: 77.1°C (rear upper tray, Run 2, fillet 3)

Highest recorded internal temperature: 82.4°C

Average internal temperature across all readings: 79.5°C

Number of readings below 75°C: 0

Indicate any deviations observed during validation.

Is there a clear conclusion for the defined scope? Yes

Input the conclusion status.

Validated with limits.

Specify any scope limitations (products/conditions included and excluded).

Validation is applicable only to:
Boneless marinated chicken breast fillets with maximum 2.5 cm thickness.
Maximum tray load of 8 GN 1/1 trays, single layer, minimal spacing.
Starting temperature ≤5°C.
Combi oven #2 or equivalent model with comparable heat distribution verification and same settings.

The validation does not cover:
Thicker products (>2.5 cm) or multi-layer stacking.
Other poultry cuts (bone-in chicken, wings, thighs).
Different equipment models without separate heat distribution checks.

If not validated or not achievable, was a corrective action raised with the owner and due date?	Yes

Define the corrective action.

Update cooking SOP to strengthen preheat requirements and integrate a preheat verification check on the CCP monitoring form.

To do | Assignee: SafetyCulture Staff | Priority: Medium | Due: 20.02.2026 15:43 PST | Created by: SafetyCulture Staff

Update cooking SOP and integrate a preheat verification check on the CCP monitoring form.

Update cooking SOP to strengthen preheat requirements and integrate a preheat verification check on the CCP monitoring form.

Indicate the due date of the corrective action.	20.02.2026
Input the owner of the corrective action.	Production Supervisor – Hot Kitchen

Input the interim risk controls (if applicable).

QA presence at start of each cook shift to verify oven preheat; use of temporary preheat checklist.

Were corrective actions verified as closed with evidence?	Yes

Attach the verified closure evidence.

Indicate the closure date.	19.02.2026
Input the name of the verifier.	QA & Food Safety Manager - Russell McFadden
Were procedure and training updates made to address any systemic issues?	Yes

Indicate updated procedures/SOPs where required.

Cooking SOP for marinated chicken breast (SOP-COOK-CHICKEN-CCP01 v3.0).
CCP monitoring form with new preheat verification field.

Attach training materials where required.

Attach communication and training completion evidence.

CCP-Focused Audit and Trend Review — 1 flagged, 3 / 4 (75%)

Are internal audits conducted focusing on CCPs, deviations, and trends?	Yes
Indicate the audit date.	10.01.2026

Input the audit scope.

Review of all CCPs associated with hot kitchen (cooking, hot holding, cooling), with specific emphasis on CCP-01 Cooking of chicken.

Assessment of monitoring records for last 3 months, deviations, and corrective actions.

Include CCP deviation and trend review notes.

Do audits sample records and interview staff to confirm that the actual practice matches the documented method?	Yes
Are there any discrepancies between procedure and practice?	No

Occasional “near misses” noted when internal temperatures were between 75–76°C

Are audit findings tracked with owners, deadlines, and closure verifications?	Yes
Input the assigned owners.	Production Supervisor and QA Technician
Indicate the deadline of audit findings.	28.02.2026

Input the closure verifications.

Updated forms and SOPs.
Follow-up spot check by internal audit on 19 February 2026, recorded in AUD-CCP-2026-Q1.

Revalidation Triggers & Change Control

1 flagged, 1 action, 1 / 2 (50%)

Are revalidation triggers defined?	No

To do | Assignee: SafetyCulture Staff | Priority: Medium | Due: 27.02.2026 15:54 PST | Created by: SafetyCulture Staff

Identify site-specific triggers.

When triggers occur, is a revalidation review initiated and recorded?	Yes

Indicate last trigger event occurrence.

Introduction of spicy marinated chicken breast variant in January 2026 (same cut and thickness, different marinade).

Indicate the impact assessment.

The change was assessed as potentially affecting heat transfer and surface moisture, and therefore could influence actual lethality.

Decision: Full CCP-01 validation to be extended and re-run including both regular and spicy variants (the present study).

Indicate required evidence for review.

Indicate revalidation actions.

Combined validation (this report) covering both variants under worst-case conditions

Revalidation outcome recorded in the HACCP plan and communicated at the next HACCP team review meeting.

Management Review Communication — 3 actions, 3 / 3 (100%)

Are validation/verification outcomes summarized for management review (status, risks, resource needs)? — Yes

Summarize validation status.

CCP-01 – Cooking of marinated chicken breast is validated with defined limits for:

Boneless fillets up to 2.5 cm thick.
Maximum 8 GN 1/1 tray load.
Starting temperature ≤5°C.
Combi oven #2 (and equivalent models with confirmed distribution).

Summarize key risks.

Dependence on:

Correct probe technique (thickest point of the largest fillet).
Strict preheat verification before loading, especially during busy periods.
Thermometer calibration integrity; drift could compromise actual lethality.

List resource/equipment needs (if any).

Purchase of one additional calibrated penetration thermometer to ensure redundancy and reduce sharing delays across lines.

Allocation of annual budget for oven maintenance and periodic heat distribution checks.

Are required follow-up actions captured (resources / equipment / supplier / recipe / process), with owners? — Yes

Indicate the follow-up actions and target dates.

Actions assigned accordingly.

To do | Assignee: SafetyCulture Staff | Priority: Low | Due: 30.11.2026 15:52 PST | Created by: SafetyCulture Staff

Schedule annual re-check of oven heat distribution.

To do | Assignee: SafetyCulture Staff | Priority: Low | Due: 30.04.2026 15:52 PST | Created by: SafetyCulture Staff

Incorporate CCP-01 training module into new hire induction for line cooks.

To do | Assignee: SafetyCulture Staff | Priority: Low | Due: 31.03.2026 15:51 PST | Created by: SafetyCulture Staff

Maintain at least two calibrated thermometers available in hot kitchen.

Are changes communicated promptly to operations (updated SOPs issued; training completed)?	Yes

Indicate recent SOP/procedural changes and/or updates.

Updated SOP-COOK-CHICKEN-CCP01 v3.0 and FORM-CCP01-COOK-MONITOR v2.0 issued via the site document control system on 18 February 2026.

Briefing conducted at shift huddles for all hot kitchen staff; attendance logged.

Electronic copies available in the “Hot Kitchen – CCP Procedures” folder and on the digital checklist platform used on the production floor.

Completion Page

Overall Validation Status Validated with limits

Additional Notes/Comments

This validation confirms that CCP-01, as currently designed and operated within defined limits, provides effective control of microbiological hazards associated with marinated chicken breast.

Any change beyond the validated scope (thicker portions, different cuts, significantly different equipment, or process changes) requires formal impact assessment and, where necessary, revalidation before implementation.

Validator's Signature

Russell McFadden
Russell McFadden
20.02.2026 15:58 PST

Department Head/Supervisor's Signature (if applicable)

Kelly Bruno
Kelly Bruno
20.02.2026 15:58 PST