

Sanitation



Policy for Areas and Equipment





Objective

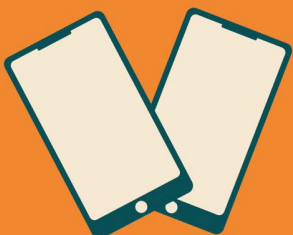
Describe the requirements for the effective sanitation of areas, equipment and utensils that influence the quality and safety of processed products, to ensure conditions that prevent food contamination risks and contribute to the maintenance of the associated infrastructure.

Scope

Applies to activities associated with the production or elaboration of own brand or unbranded products in the process areas of Almacenes Éxito S.A. and in the Food Industry - IDEAL.

Definitions

- Disinfection:** physicochemical or biological treatment applied to clean surfaces in contact with food in order to destroy or reduce the number of microorganisms that can cause risks to public health.
- Stores:** is an entity, physical or virtual, where business operations are managed, measured and controlled; in this case it applies to the production operations of the warehouses and the Food Industry - IDEAL.
- Integrated waste management:** activities aimed at reducing the generation of waste, and taking advantage of those that are generated according to their characteristics, costs, treatment, recovery and commercialization possibilities, and final disposal.
- Cleaning:** process or operation to eliminate food residues or other foreign or undesirable matter.
- Pest:** animals, insects or other organisms whose activity or mere presence affects people, their goods or property to some extent.
- Sanitation:** set of activities carried out to reduce the risks of chemical, physical or biological contamination that may reach the food; this contamination may be found in the environment, facilities, surfaces, equipment or handling personnel.










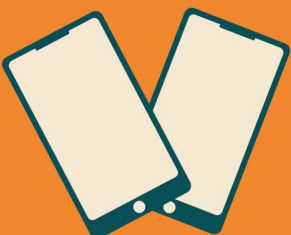
Policy

- **General information**

One of the fundamental preventive controls to reduce the physical, chemical or microbiological risks of food for human consumption that are elaborated and commercialized in the premises of Almacenes Éxito S.A. and in the Food Industry - IDEAL is the sanitation of areas, equipment and utensils involved in the logistic, productive and sales areas, whose practices are supported in the current legal regulations of Good Manufacturing Practices, in the results of the identification of hazards and evaluation of safety risks and in the scientific evolution of sanitation methods.

- **Guidelines**

-  The safe processing of food that is processed and commercialized in the stores begins with the sanitation of areas, equipment and utensils.
-  The need for effective sanitation controls of areas and equipment in each of the stores is based on the results of hazard identification and operational safety risk assessment.
-  The guidelines associated with sanitation are documented information to support the basic operating procedures - PBO.
-  The Pest Prevention and Control Program in the stores is the responsibility of the Maintenance Department with the support of the Quality, Safety and Nutrition Department
-  The Cleaning and Disinfection Program in the stores is the responsibility of the Quality, Safety and Nutrition Department.
-  The Integrated Solid and Liquid Waste Management Program in the stores is the responsibility of the Environmental Management Department.
-  The Equipment and Utensil Sanitation Program in the stores is the responsibility of the Quality, Safety and Nutrition Directorate and the Maintenance Directorate.
-  The potable water supply program in the stores is the responsibility of the Maintenance Department. If the tank is not self-managed, it is ensured that the third party complies with all legal requirements.
-  Housekeeping activities under 5S are led by the management or administration of the stores and carried out by its personnel and are basic and fundamental practices to ensure a safe, productive and clean workplace.
-  The pesticide chemicals used for pest control activities are approved by the Quality, Safety and Nutrition Department.










- The presence of pests in any section of the premises requires a temporary closure of the stores by management to correct the condition and investigate the causes. Reactive actions by the authority are not expected.
- Cases of pest presence in the stores are a matter for an urgent meeting of the SISCA or Facility Improvement Committee to evaluate the causes and implement effective controls.
- Chemical products and implements for cleaning and disinfection activities are approved by the Quality, Safety and Nutrition Directorate.
- Cleaning and disinfection products have a technical data sheet attached and a safety data sheet that is no more than 5 years old, which must be complied with by the personnel who use them.
- The stores have a sanitary waste collection center for the selection and temporary storage of solid waste.
- The stores have defined internal transportation flows for solid and liquid waste to avoid cross-contamination with food preparation operations.
- The stores have a list of the waste generated at the stores and the final disposal established to ensure minimum environmental impact and legal compliance.
- Equipment and utensils that impact safety performance in logistics, production, or sales operations are subject to sanitation practices.
- The Quality, Safety and Nutrition Directorate, with the support of the Maintenance Directorate, conducts a criticality analysis of the equipment under safety criteria to determine the need for superficial or deep sanitation of the equipment.
- The practices and controls for cleaning and disinfecting equipment and utensils are described in the Sanitation Guidelines, which are linked to the respective basic operating procedures and controlled in the company's document control system.
- The stores have a potable water supply and a periodic tank and network cleaning plan that ensures legal compliance to minimize risk.
- The personnel that implement any of the aforementioned sanitation guidelines are trained in their content and are supported by assistance and evaluation of their effectiveness.
- Contractors performing cleaning and disinfection activities and others that may impact quality and safety comply with the guidelines provided in this policy.
- The cleaning and disinfection plan for equipment and surfaces is adapted and strengthened to address biological and chemical risks that affect the health, safety and continuity of the stores, and is aligned with the guidelines and standards issued by the respective national and local authorities.





Related Documents

-  [Quality and Safety Policy](#)
-  Cleaning and disinfection program in warehouses.
-  Pest control program in warehouses and deboning rooms.
-  Integral Solid Waste Management Program
-  Drinking water supply program in warehouses

