

Assessment report

Tank cleaning company

HTR Tankreinigungen
Michael Föll
Alte Werkstrasse 4, 06712 Zeitz, Germany

Assessor

Dr. Werner Unternehmensberatung
Dr. Michael Werner
Hartweg 2, 53902 Bad Münstereifel, Germany

Scope - HTR Zeitz GmbH

Additional scope information

Eftco Food Assessment will be planned together with our SQAS Assessment, which is already registered.

Address

Alte Werkstrasse 4
06712 Zeitz
Germany

Contact information

Email: zeitz@htrgmbh.de
Phone: +49 3441 71888-10
Fax: +49 3441 71888-10
Website: <https://www.htrgmbh.de/>

Opening hours

MO-FR 06:00 h - 21:00 h

Specifications

ECD: **yes**
SQAS until: **15/10/2027**
ISO 9001 until:
ISO 22000 until:
Chemicals: **yes**
IBC: **yes**
Liquid Tank Cleaning : **no**
Number of bays: **4**
Max. water Temp.: **86**
Max. pressure (manual):
Hot water heating: **yes**
Closed loop cleaning: **no**
Vacuum-test: **yes**
pH test: **yes**
Nitrogen purging: **yes**
Loaded storage: **no**
Railway connection: **no**
Facilities for drivers: **Shower, WC, Snack-bar**

eECD: **no**
EFTCO food until: **17/10/2027**
ISO 14001 until: **16.12.2026**
Permit valid until: **unbegrenzt**
Food: **yes**
Bulk Silo Cleaning : **no**
Railtank cleaning: **no**
Number of dedicated food bays: **2**
Max. spinner pressure: **100**
Steam-heating: **yes**
Electrical heating: **no**
Repair-shop: **no**
Periodic testing: **no**
ATP test: **yes**
Empty storage: **yes**
Trucking possible: **yes**
Waterway connection: **no**
CO2 Emission Intensity (kg):

Dev. Last year (%):

Explanation / Comments :

Energiemanagementsystem nach ISO 50005

EFTCO Food Assessment Questionnaire rev 01 03 23

EFTCO Food Assessment Questionnaire (Version: 01.03.2023)

Food safety & Quality System (HACCP, FOOD DEFENSE)

12.1.1 Does the company have a current written policy (SQAS 1.1.1 Company Policies) which specifically declares the active involvement of the top management to comply with European Community regulations, Codex Alimentarius, good operating practice (GOP), Food-Safety/Defence and compliance with the relevant hygiene regulations in relation to the food container cleaning? 1

- Assessor: A written policy statement as part of the documented QMS chapter 5 Leadership Declaration of principles with latest status from 16.10.2024 with reference to the documented HACCP concept contains the relevant points. The management system is stored in a wiki system (Atlassian Confluence) as a digital document system with regulated access rights for employees. The management system is continuously updated as soon as new legal or customer requirements have to be taken into account. The history of the changes is clearly documented in the wiki system.

12.1.2 Is there an HACCP system in place ? 1

- Assessor: There is a HACCP system document from HTR Zeitz GmbH with principles, requirements for the HACCP concept, documents, training materials, pest control. Last update of the document 14.04.2023.

12.1.2.1 Was it made in compliance with the 7 principles and their steps 1

- Assessor: The 7 HACCP principles are described in the HACCP system document as part of the QMS. The introduction to the QMS (with EMS) refers to the area of food safety including food defense.

12.1.2.2 Is the HACCP team made of one person from each step of the organization 0

- Assessor: A HACCP team has been appointed in the HACCP concept, but is not yet fully qualified.

12.1.2.3 Is the full process described in the HACCP ? 0

- Assessor: The processes are described, but not yet fully included in the documentation. The system for food safety in (tank) cleaning takes into account the process-related Cargill requirements for cleaning stations (based on the Cleaning Station Booklet EMEA, version 6.0). A planned revision of the basis of the management system for food safety and hygiene is currently underway on the basis of recognized industry standards and guidelines. At the time of the assessment, the revision of the points relevant here had not yet been completed.

12.1.2.4 Are the hazards listed and evaluated 0

- Assessor: The evaluation needs to be more precisely tailored to the process steps in tank cleaning on site. See comment 12.1.2.3.

12.1.2.5 Does the HACCP study take into account the specifications contracted with shippers or external partners 1

- Assessor: The HACCP system takes customer requirements into account when evaluating and taking necessary measures.

12.1.2.6 Are the different employees aware about the outcomes of the HACCP 1

- Assessor: The last comprehensive HACCP training for all employees took place on April 4, 2023.

12.1.2.7 Is the Quality system, including HACCP, reviewed at least yearly, or more frequently if necessary	0
- Assessor: The QMS (with certified UMS) is reviewed at least once a year as part of the management evaluation. The review period for the HACCP system has yet to be defined. To date, reviews and, if necessary, adjustments have only been made on an ad hoc basis.	
12.1.2.8 Are the Prp, Prpos and CCPs monitored	0
- Assessor: Monitoring is generally available for data on cleaning results, but not yet complete over time, and for others monitoring is still in development.	
12.1.2.9 Are the records stored at least 3 years	1
12.1.2.10 Are the non conformities listed and investigated (PRPos and CCPs)	1
- Assessor: This is recorded in a deviation report on the quality of cleaning. According to the documented deviations, no deviations were found in the food sector.	
12.1.2.11 Are corrective actions put in place and documented	1
- Assessor: One organizational case (drainage of dirty water from a hand wash basin in a cleaning lane) was documented. Otherwise no need.	
12.1.2.12 Are corrective actions are put in place when it appears that a Prpo or CCP is not under control	1
- Assessor: No case documented. According to company representatives, there was no need for corrective actions.	
12.1.2.13 Are the different functions involved in the analyse of the deviations and solving of the issues	0
- Assessor: Not documented. After a presentation by company representatives, decisions are made in the team. Formal integration of the HACCP team and qualifications of the team members is not comprehensible.	
12.1.2.14 Are the corrective actions communicated to the different functions	1
12.1.2.15 Is the efficiency of corrective actions measured	1
12.1.2.16 Are procedures and work instructions available for each employee	1
12.1.2.17 Are Prps, Prpos and CCPs part of the procedures/work instructions	0
12.1.3 Is the risk of intended alteration of intrants (water, chemicals, air ...) taken into account in the HACCP	0
- Assessor: Is not included in the HACCP hazard analysis so far. Only generally part of the work instruction "AA Lebensmittelsicherheit / Food Safety Defense HTR Zeitz" and the HACCP plan and measures.	
12.1.3.1 Are staff trained to be aware and to prevent from intended contamination?	0

12.1.3.2 Is the food defense effectiveness part of the HACCP review 0

12.1.3.3 Are instructions available in order to make sure that drivers and visitors don't have a negative impact on the efficiency of the cleaning 0

- Assessor: There is a code of conduct for drivers and visitors. There are no instructions to check drivers after cleaning when closing the openings of tank or silo vehicles.

12.1.3.4 Are employees aware about the instruction 0

12.1.3.5 Are drivers/visitors aware about what they should do/not do 1

General Organization for the cleaning stations (HACCP - PRPs, PRPos)

12.2.1 Is the cleaning bay for foodstuffs separated from the chemical and external cleaning areas? 1

- Assessor: Two completely separate cleaning lanes in a hall building with special technology for food cleaning and two lanes for chemical vehicles. One of the cleaning lanes is a new lane, completely separated from the other cleaning lanes and only intended for one vehicle in the lane (cleaning and drying in one place). An old cleaning lane works with cleaning and drying connected in series for two vehicles in the lane. There is a connecting door to the chemical cleaning lane next to it, otherwise the lanes are completely separate.

12.2.2 Does the cleaning take place within a closed area? 1

12.2.3 Is processing water free from any risk of contamination (Chemical, physical, microbial) 1

- Assessor: The last inspection of drinking water quality took place on May 2, 2024 without deviation from the Drinking Water Ordinance. As a rule, two tests are carried out and documented per year.

12.2.4 Are the walls and ceiling surfaces in the cleaning bay waterproof, smooth and washable? 1

12.2.5 Are the floors in the cleaning bay easy to clean, with few gaps, waterproof, resistant to abrasion, and slip-proof? 1

- Assessor: In cleaning lane 2, the floor near the tank outlets is superficially worn. A repair is planned.

12.2.6 Are the drains and gutters in the cleaning bay designed with sufficient inclination/slope and easily accessible? 0

- Assessor: Cleaning interval is too long. Cleaning must be done more frequently.

12.2.7 Is the cleaning bay sufficiently illuminated? 1

12.2.8 Is the area above the tanker free from any risk of contamination 1

12.2.9 Is the ventilation of the cleaning bay sufficient so as to ensure that no condensation can take place? 0

- Assessor: There is no corresponding system installed to avoid condensation.

12.2.10 Are the rooms for energy utilities, machinery and equipment separated from the cleaning bays? 1

12.2.11	Is residual waste (from the cleanings) stored separately from the cleaning bays?	1
12.2.12	Does the cleaning station have sufficient changing rooms (locker rooms) with washrooms, showers, toilets and social staff facilities (eating, drinking) for staff?	1
12.2.13	Are the locker rooms for staff only accessible through an entrance not directly accessible from the cleaning bay (separated by corridors/doors)?	1
12.2.14	Are work clothing and non-work clothing separated?	1
12.2.15	Is hygiene controlled and is there a registration? - Assessor: Regular documented site inspection with visual inspection at least every two months.	1
12.2.16	If windows and the lights pose a risk of contamination with glass (fracture), are these windows and / or bulbs secured to avoid such contamination (eg by a protective film)? - Assessor: There is a glass register and a work instruction dated July 13, 2023 on how to deal with and prevent glass breakage. There is also a glass breakage reporting list.	1
12.2.17	Is there a management in place for pest control - Assessor: An external pest controller monitors the pest infestation on a monthly basis and keeps a log.	1
12.2.18	Are Inspection, measures and recommendation for pest control documented, dated and signed by both controller and the cleaning station representative	1
12.2.19	Is the effectiveness of the pest control evaluated?	1
12.2.20	Are all windows and openings fitted with screens to keep out pests and insects and do all rooms have bait traps for rodents? - Assessor: The safety nets are currently being checked because some of them have too wide a mesh.	0
12.2.21	Is food cleaning done exclusively with potable water quality in accordance with the requirements of the Potable Water Directive 98/83 EC and/or local legislation? - Assessor: The last inspection of drinking water by Landesamt für Verbraucherschutz on behalf of the Gesundheitsamt Burgenlandkreis quality took place on May 2, 2024 without deviation from the Drinking Water Ordinance. As a rule, two tests are carried out and documented per year.	1
12.2.22	Is the quality of water guaranteed through regular analysis by the water utilities company and regular in-house analysis (performance parameters of the Potable Water Directive 98/83 EC, Annex I)? - Assessor: See 12.2.21	1
12.2.23	Is the parameter for Legionella taken up in the annual water analyses?	0
12.2.24	Are the pipes clearly labelled in order to avoid confusion between potable water and other fluids - Assessor: Labelling only for drinking water pipelines.	0

12.2.25 Are water pipes and systems (ion exchangers, vessels, piping, heat exchangers, rinsing heads, etc.) regularly inspected, cleaned (meeting the parameters of the Potable Water Directive 98/83 EC, Annex I) and disinfected if needed? 1

12.2.26 Are the drying hoses clean and sanitized? 1

12.2.27 Is microbiological sampling test on water and air, performed at a frequency based on risk? 0

12.2.28 Is the cleaning bay free from possible contamination after each cleaning (work instructions)? 0

12.2.29 Are all waste product stored in a way that they don't generate risk for the next cleanings 1

Work Processes (Before Cleaning, Process Data, Validation, Cleaning Operations)

12.3.1 Is there a method for product acceptance and product identification of food transport tank equipment in relation to the existing local conditions of the cleaning facility? 1

- Assessor: Regulated by work instruction (Reinigungshandbuch, C-Bank) for order acceptance and order check with product database.

12.3.2 Are product-specific and site-specific cleaning instructions drafted? 1

12.3.2.1 Do you have the product information (SHEFS aspects) for every product that is cleaned? 1

12.3.2.2 Are Pre-Cleaning, cleaning and after-cleaning operations carried out according to existing procedures and in line with customer specification? 1

12.3.2.3 Is there a procedure/cleaning protocol for cleaning equipment and for checking their suitability? 1

12.3.2.4 Are clear instructions and procedures in place for cleaning the tank accessories: flexible hoses, drain pumps, air pipe line and if present CIP system? 1

12.3.3 Are cleaning programs validated considering the last carried product 1

12.3.4 Can the next loading, if advised by customer be taken into account in the cleaning programs? 1

12.3.5 Are cleaning agents clearly labelled? Can confusing one product with another be ruled out? 1

12.3.5.1 Are used cleaning detergents /disinfectants approved for use in food industry? 0

- Assessor: Currently, food approval is not documented for all products.

12.3.6 Are precautions taken to ensure that no traces of water-treatment chemicals,metals or any other foreign particules released from steam boilers are present in the steam used for cleaning? 1

12.3.7 Are attachments such as valves, fittings, caps, reducers, and seals disassembled and cleaned in a special area? 1

12.3.8 Is the warm water temperature in accordance with the requested procedure 0
 - Assessor: The test is not possible directly on the control device on the cleaning track, but on the system monitor in the cleaning office.

12.3.9 Is the cold water temperature in accordance with the requested procedure 0
 - Assessor: The test is not possible directly on the control device on the cleaning track, but on the system monitor in the cleaning office.

12.3.10 Is the starting time for steaming defined according to the condensation temperature (> 93 ° C)? 1

12.3.11 Is there a possibility to measure the concentration of the chemicals (detergents, disinfectants) 1

12.3.11.1 Is the concentration of detergent used monitored? 0
 - Assessor: Process controlled but documentation of the process in detail not available.

12.3.11.2 Is the concentration of disinfectant used for disinfection monitored? 0
 - Assessor: Process controlled but documentation not implemented.

Is there a procedure for the control of process parameters

12.3.12.1 Are process parameters controlled and registered for Warm water temperature? 0
 - Assessor: Control yes, but no documentation.

12.3.12.2 Are process parameters controlled and registered for cold water temperature ? 0
 - Assessor: Control yes, but no documentation.

12.3.12.3 Are process parameters controlled and registered for water-pressure ? 0
 - Assessor: Control yes, but no documentation.

12.3.12.4 Are process parameters controlled and registered for concentration of cleaning agents ? 0
 - Assessor: Control yes, but no documentation.

12.3.12.5 Are process parameters controlled and registered for condensate temperature at the outlet of the tank during steaming ? 0
 - Assessor: Control yes, but no documentation.

12.3.12.6 Are process parameters controlled and registered for the duration of the cleaning 0
 - Assessor: Control yes, but no documentation.

12.3.12.7 Are process parameters controlled and registered for water flow? 0
 - Assessor: Control yes, but no documentation.

Are process parameters controlled and registered for air, such as:

12.3.12.8.1 Filtration 0
 - Assessor: Control yes, but no documentation.

12.3.12.8.2 Filter saturation	0
- Assessor: Control yes, but no documentation.	
12.3.12.8.3 Pressure	0
- Assessor: Control yes, but no documentation.	
12.3.12.8.4 Throughput	0
- Assessor: Control yes, but no documentation.	
12.3.12.8.5 Temperature	0
- Assessor: Control yes, but no documentation.	
12.3.12.8.6 Time	0
- Assessor: Control yes, but no documentation.	
Are following process parameters checked against their set points.	
12.3.13.1 Are process parameters checked against their set points for Warm water temperature ?	1
- Assessor: Monitoring by display instruments in the system and visual control.	
12.3.13.2 Are process parameters checked against their set points for cold water temperature ?	1
- Assessor: Monitoring by display instruments in the system and visual control.	
12.3.13.3 Are process parameters checked against their set points for water-pressure ?	1
- Assessor: Monitoring by display instruments in the system and visual control.	
12.3.13.4 Are process parameters checked against their set points for concentration of cleaning agents ?	1
- Assessor: Monitoring by display instruments in the system and visual control.	
12.3.13.5 Are process parameters checked against their set points for condensate temperature at the outlet of the tank during steaming ?	0
- Assessor: No system available	
12.3.13.6 Are process parameters checked against their set points for the duration of cleaning?	0
- Assessor: No system available	
12.3.14 Are the records kept at least for 3 years?	1
12.3.15 Are the data coming from the sensors manually or automatically documented	0
- Assessor: No system for process documentation beside ECD creation available. On request data are insert in the system manually.	
12.3.16 Is the traceability maintained when rework or any reworking operation is performed?	1
12.3.17 Are the cleaning procedures validated for allergens	0

- Assessor: Not integrated in the HACCP system.

12.3.18 Is validation and verification of cleaning procedures effectivity clearly controlled and documented? 1

12.3.19 Is effectiveness of disinfection procedures checked and controlled? (chemical/steam/hot water) 1

12.3.20 Is a final check and cleanliness inspection performed, documented and carried out according to HACCP, customer or validation requirements? In particular: 1

12.3.20.1 ATP measurement (if requested)? 1

12.3.20.2 pH measurement (if requested)? 1

12.3.20.3 turbidity measurement (if requested)? 1

12.3.20.4 conductivity measurement (if requested)? 1

12.3.20.5 whether the tank is odour free? 1

12.3.21 Are all testing equipment clearly identified, register and calibrated? 1

12.3.22 In case customers require cooling of dried tanks, is the cooling air sanitised by use of air filters and correct point of air inlet. 0

- Assessor: No system for sanitized air for drying technically realized. There is only one activated carbon filter.

12.3.23 Is there a procedure for monitoring the drying air quality? 0

- Assessor: There is no documentation for this.

12.3.24 Is there an effective purging and controlling program for the cleaning equipment 1

12.3.25 Can the direct or indirect access to the product to be loaded be sealed by the operator at the customer's request? Is the driver sonw sealing monitored by the operator r? 0

- Assessor: Procedure is in place with seals and documentation but without control of the drivers.

12.3.26 If compressed air used, are there measures in place to avoid the presence of dust and oils 0

- Assessor: Not part of the HACCP risk analysis.

12.3.27 Is there any procedure explaining that no one should get inside the tank after cleaning 1

Personnel (Training and Communication)

12.4.1 Is there an effective continuing education program in place taking into account general and customers requirement 1

Does the scope of the training courses include the following points :

12.4.2.1 Risk in the food industry	1
12.4.2.2 The place of the cleaning station in the food chain	1
12.4.2.3 personal hygiene	1
12.4.2.4 working place hygiene	1
12.4.2.5 work ban for sick employees?	1
12.4.2.6 application of the cleaning processes?	1
12.4.2.7 Implementation of the work instructions?	1
12.4.2.8 Carrying out the final inspection?	1
12.4.2.9 Were all these requirements fully respected by the personnel during the audit	1
12.4.2.10 Are all necessary information for the use of electronic and/or measurement available	1
12.4.3 Is the training plan about food safety formalized	1
12.4.4 Is there an evaluation in place about food safety training	1
12.4.5 Are the records about the training of each employee available	1
12.4.6 Are employees informed about the importance to declare any bleeding or infection that could have an impact on hygiene	1
12.4.7 Are external stakeholders informed about the food safety rules to be followed in the food safety involved area of the cleaning station.	1
12.4.8 After a complaint/claim are the employees and contractors concerned informed and if necessary trained with aid of a root cause analysis? - Assessor: A root cause analysis is not carried out and documented in all cases.	0
12.4.9 Is there a procedure in place concerning crisis management - Assessor: There is a documented system for managing emergencies, but it does not yet cover all possible crisis situations.	0