	HOOK GENERAL TRADING L.L.C	Doc. No:	HGT-FSMS-F-14
		Issue Date	3/10/2024
	SUPPLIER AUDIT REPORT	Issue/Rev No	01/01

Date: September 18, 2026		**Supplier Name: Indoguna Dubai LLC.**		
Nature of Audit: Warehouse Visit		**Auditee Name: Anakha**		
Existing Supplier / New Supplier: Existing Supplier		**Designation: QA Supervisor**		
Auditors Name: Daisy		**Designation: QA Supervisor**		
		Max Points - 3		
		Yes - √	**Points**	
		No - X	**Obtained**	
Receiving, Storage & Production Areas				
1	Air curtains/ plastic curtains are effective, cleaned and no damages	3	3	
2	Any signs of pest	3	3	
3	Ingredients and final products are palletized and stored safely	3	3	
4	Prodcuts are stored 10-15 cm away from wall and floor	3	3	
5	FIFO System Maintained ?	3	3	
6	Physical hazards are controlled?	3	3	
7	Is there any ice formation noticed inside cold units ?	3	3	
8	Workplace enviornment is satisfactory (lightings, temperatures..)	3	3	
9	Overall cleaning and sanitation are in palace	3	3	
10	Color coding system is in place	3	3	
11	Garbage / Waste disposal is in controlled	3	3	
12	Proper drainage system	3	3	
13	Date coding on finished product	3	3	
14	Floors/ wall cleanliness/ overall cleanliness and are in good condition	3	3	
15	Rejection area is identified and records available.	3	3	
16	Personnel Hygiene of Food Handlers	3	3	
17	Maintanance & Preventive Maintanance	3	3	
18				
	Total scoring	**51**	**48**	
		Achieved %	**94.12**	
Finished Product Storage/ Delivery Control				
1	Storage temperature is maintained (Chiller/ Freezer)	3	3	
2	Cold units are calibrated?	3	3	
3	Chiller/ Freezer/ Dry store floor is in good condition ?	3	3	
4	Vehicle Condition/ Calibration	3	3	
	Total scoring	**12**	**12**	
		Achieved %	**100.00**	
Licences, Certifications & Records				
1	Is trade license is valid?	2	2	
2	Food watch registered?	2	2	
3	Is HACCP flow charts, plan and hazard analysis is available?	2	2	
4	Supplier Approval Procedures	2	2	
5	Did pest control services records and contract are maintained?	2	2	
6	Training of Staff (Food Safety)	2	2	
7	Occupational Health Card/Medical Insurance for Food Handlers	2	2	
8	Temperature Checklist	2	2	
9	Is MSDS of Chemicals/ Food grade Certificate of packing available?	2	2	
10	If any food additive, give E Numbers	2	2	
11	Records of Personnel Hygiene and Medical Records for Food Handlers	2	2	
12	GMP/ HACCP/ISO System in place/ Maintained	2	2	
13	Receiving and Delivery Control Records maintained ?	2	2	
14	Chiller/ Freezer/ Vehicle Calibration Records	2	2	
15	Water Tank Cleaning Contract	2	2	
16	Waste water Treatment Contract	2	2	
17	Grease Trap	2	2	
18	Label Approval	2	2	
19	Shelflife Approval	2	2	
	Total scoring	**34**	**28**	
		Achieved %	**82.35**	

	Other observations for Improvement:				
1					
2					
3					
4					
5					
	Overall Achievement	**Max Points:**	**97**	**Overall %**	**90.72**
		Achieved	**88**		

	Scoring criteria:	**Audit Result Criteria: Approved / Rejected**	
	80% and Above - Approved		
	70 - 79 % - Pre Qualified (For New Suppliers) Re audit recommended	**Status:**	APPROVED
	Below 70% - Rejected		
	Give full score for the parameter if note applicable for the industry	**Prepared by:**	Daisy
		Designation:	Hygiene Manager
		Approved by:	Sameh
		Designation:	CFO