

# Inspection Report Item 1: Person in Charge Present, Demonstrates Knowledge, and Performs Duties

FDA Food Code References: 2-101.11,  
2-102.11(A), (B), and (C)(1), (4)-(16)  
2-103.11(A)-(O)

## ❖ Person in Charge

- A person in charge (PIC) shall be **designated** during **all** hours of operation. This person should be able to demonstrate knowledge of the food safety principles outlined in the Food Code.

## ❖ Demonstration of Knowledge: Demonstrated one of the following ways:

- Establishment has **no critical violations during the current inspection**.
- **PIC is a certified food protection manager** who has shown by passing a test that is part of an accredited program.
- PIC **responds correctly** to the inspector's questions as they relate to the specific food operation. Questions will be based on:
  - ◆ Application of the requirements of the FDA Food Code.
  - ◆ Foodborne disease prevention.
  - ◆ Application of the HACCP principles (if applicable to establishment)

## ❖ Duties of the PIC, listed below, should be:

- Assigned to PIC or appropriate employees.
  - Employees should be trained how to execute duties.
  - Duties should be executed and monitored by PIC.
- Inspector may ask PIC to Demonstrate, Describe, Explain, Identify, or Relate all of the following items during an inspection as it relates to the food operation and execution of the duties of the person in charge.

- Employee Training
- Bare Hand Contact Policy
- Cooking times and temperatures
- Reheating times and temperatures
- Cold hold temperatures
- Date Marking Procedures
- Handwashing
- Thermometer Use
- Receiving Procedures
- Monitoring of procedures
- Records Review
- Employee Health Policy
- Personal Hygiene Requirements
- Cooling times and temperatures
- Hot holding times and temperatures
- Time as a Control Procedure
- Cleaning & Sanitizing of Food Contact Surfaces
- Cross Contamination Prevention
- Approved Source/ Receiving
- Flow of food and related food safety hazards
- Corrective Actions
- HACCP Plan