## Sample Home Acidified Foods/Jam/Jelly Production Record

| Date of Production:   | Batch number: |
|---|---------------|
| Name of Operation/Farm:   |               |
| Name of Processor(s):   |               |
| Name of Product:<br>Category of Product (pickle, relish, salsa, jam, jell |               |

# Ingredient List/Sources:

| Ingredient | Source (store, online , farm)<br>Operation, location, contact<br>information | Date<br>Purchased | Code<br>(if available) |
|------------|--|-------------------|------------------------|
|            |  |                   |                        |
|            |  |                   |                        |
|            |  |                   |                        |
|            |  |                   |                        |
|            |  |                   |                        |
|            |  |                   |                        |
|            |  |                   |                        |
|            |  |                   |                        |

## **Recipe/Documentation of Process:**

| Recipe | Process steps | Step completed<br>(✓) | Notes |
|--------|---------------|-----------------------|-------|
|        |               |                       |       |
|        |               |                       |       |
|        |               |                       |       |
|        |               |                       |       |
|        |               |                       |       |
|        |               |                       |       |
|        |               |                       |       |
|        |               |                       |       |

### **Unexpected events/corrective actions:**

#### **Corrective Action Process**

- 1) Document what went wrong.
- 2) Determine and correct the cause of the problem.
- 3) Determine what will be done with the product (i.e. destroy or reprocess).
- 4) Document how the process was corrected.
- 5) Document who carried out the corrective action.

| <b>pH Test Results</b><br>Batch tested: | Test Date: |
|---|------------|
| Test performed by:                      |            |
| Test method used:                       |            |
|   |            |
|   |            |
| Results:                                |            |

If pH is 4.6 or above, please indicate what corrective actions were taken:

Sample form created by D. Hirsch, Extension Educator/Food Safety/2013 for the purpose of education/training.

