

# Glass and Brittle Plastics Program Inspection/Audit Checklist

Date of Current Review: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date of Previous Review: \_\_\_\_\_

Date of Next Scheduled Review: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Point of Inspection	Finding	Corrective Action	Preventive Action
Are there glass or brittle plastic items present in product areas that are not included on the Glass and Brittle Plastic Inventory?			
Has a Glass/Brittle Plastic Incident Report been completed for any breakage identified during GBP inspections or other times?			
Is documentation on file for glass that is presumed to be shatter-resistant coated?			
Is documentation on file for plastic that is presumed to be polycarbonate?			
Are personnel responsible for approving new equipment, utensils, and ingredients aware of the "no non-essential glass and brittle plastic" policy?			
Are personnel responsible for receiving aware of the requirement to scrutinize materials and equipment for non-approved glass or brittle plastic?			
Are contractors required to report any glass or brittle plastic items they are bringing on-site?			
Is laboratory glass controlled?			
Are unprotected glass bulbs used in office areas? If so, are there measures in place to ensure that these bulbs are not used in production?			
Have there been customer complaints related to glass or hard plastic? Did the investigation identify the source and include preventive action?			