Free Template

Environmental Monitoring Program Template

Zone map worksheet, site register, frequency risk assessment and results log

Plan your environmental monitoring program by hygienic zone. Zones are an industry convention, not regulatory text. There are no fixed legal swab frequencies, so set them with the documented risk assessment below.

Demo template. Zone examples, frequencies and positive response steps are general good practice to adapt to your site and hazard analysis.

Document Control

Field	Entry
Site	
Prepared by (role)	
Version	
Date	
Review date	

1. Zone Map Worksheet

Zone	Description	Sites on this line
1	Direct food contact surfaces	
2	Non food contact surfaces close to zone 1	
3	Non food contact surfaces further away in production	
4	Areas outside production	

2. Swab Site Register

UK: retained Regulation 2073/2005 Article 5(2) requires manufacturers of ready to eat foods with a Listeria risk to sample processing areas and equipment. Prioritise sites that are hard to clean, wet or prone to damage, including drains, cracks, seals and hollow parts. Rotate sites and record exact locations.

Site ID	Zone	Exact location	Target organism or indicator	Rotation group

Demo template is for illustrative purposes. Not intended for legal advice. Adapt to your site.

3. Frequency Risk Assessment

Zone or site	Product risk (ready to eat, kill step)	History of positives	Changes (construction, equipment, line moves)	Frequency set	Approved by (role)

4. Results Log

Date	Site ID	Organism or indicator	Result	Action taken	Resample result

5. Positive Result Response

Date	Site ID	Investigation and source	Clean or repair done	Resample results	Product impact assessed (Y/N)

Sign Off

Role	Signature	Date
Hygiene or Quality lead		
Site manager		

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