

# Risk Control Plan Template

## Establishment information

| **Establishment Name** | **Address** | **City, State, ZIP code** |
| --- | --- | --- |
|  |  |  |

| **Primary Contact** | **Phone and Email** | **Food License #** |
| --- | --- | --- |
|  |  |  |

| **Inspector Name** | **Phone and Email** |
| --- | --- |
|  |  |

## Specific observation(s) noted during inspection

## Applicable code violation(s)

## What is the risk factor to be controlled?

## Hazard(s)

## What must be achieved to gain compliance in the future?

## How will Active Managerial Control be achieved?

|  |  |
| --- | --- |
| **Risk Control Plan element** | **Active Managerial Control details** |
| Who is responsible for the control? |  |
| What monitoring and record keeping is required? |  |
| Who is responsible for monitoring and completing the records? |  |
| What corrective actions should be taken when deviations are noted? |  |
| Who is responsible for training and what topics will be included in training for controlling this risk factor? |  |
| What skills will the employee(s) learn? |  |
| How long is the plan to continue? |  |

## How will the results of implementing the Risk Control Plan be communicated back to the inspector?

## Agreement

As the person in charge, I have voluntarily developed this risk control plan, in consultation with my Inspector, and understand the requirements of this plan.

| **Establishment PIC signature** | **Date** |
| --- | --- |
|  |  |

| **Health department representative Name/signature** | **Date** |
| --- | --- |
|  |  |

## Resources

[Minnesota Department of Health Food Business Safety (www.health.state.mn.us/foodbizsafety)](http://www.health.state.mn.us/foodbizsafety)

[Person in Charge (PIC) (PDF) (https://www.health.state.mn.us/communities/environment/food/docs/fs/picfs.pdf)](https://www.health.state.mn.us/communities/environment/food/docs/fs/picfs.pdf)

Minnesota Department of Health  
Food, Pools, and Lodging Services  
PO Box 64975  
St. Paul, MN 55164-0975  
651-201-4500   
[health.foodlodging@state.mn.us](mailto:health.foodlodging@state.mn.us)  
[www.health.state.mn.us](http://www.health.state.mn.us/)

JANUARY 2023Minnesota Department of Agriculture  
Food and Feed Safety Division  
625 Robert Street N  
St. Paul, MN 55155-2538  
651-201-6027 or 1-800-697-AGRI  
[mda.info@state.mn.us](mailto:mda.info@state.mn.us)  
<http://www.mda.state.mn.us/>

To obtain this information in a different format, call: 651-201-4500 or 651-201-6000