

















**West Michigan Hopyards**  
 11908 Elkins St NE, Greenville, MI 48838

**Inspection Started:** Aug 29, 2018 10:43 AM     **Inspection Ended:** Sep 25, 2018 12:02 PM     **Timezone:** Eastern Standard Time  
**User:** Derek Stepanski     **Email:** dstepanski@bellsbeerroom  
**Inspection ID:** 15     **Checklist:** HQC Checklist

Total Score: 40 / 61    66%    Failing

Answers	Score	Status
<b>1. Health and Human Safety</b>	<b>10 / 16</b>	<b>62.5%</b>
1.1. Do employees receive health and human safety training per OSHA guidelines?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
Notes/Comments: They have the Hop Growers of Michigan. Joe Coleman		
1.2. Is a health and human safety policy posted and communicated to staff?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
1.3. Is there a formal visitor check in/check out protocol in place?	0 / 1	
Multiple Choice Answers • NO	0 / 1	
Notes/Comments: Not at this facility.		
1.4. Is there a Pest control plan?	1 / 1	

Answers	Score	Status
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	
Notes/Comments: In house program.		
1.5. Are there First Aid Kits and signs posted?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	
1.6. Are there No smoking/tobacco signs?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	
1.7. Are there No animal signs?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	
Notes/Comments: No signs but animals are not allowed.		
1.8. Are there Safety precaution signs (PPE requirements)?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	
Notes/Comments: Some pipe is required but no signs.		
1.9. Is there a HQG sign?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	
Notes/Comments: They need a sign		
1.10. Are there no food or drink in work areas signs?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	

Answers	Score	Status
Notes/Comments: No sign but drinks are allowed with lids.		
1.11. Are bathrooms available outside of work areas with signs requiring hand washing?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
1.12. Are hand washing station available near bathrooms?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
1.13. Are breakroom areas outside of work areas?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
1.14. Are sanitation stations and hand washing facilities available for employees to use before returning to work? With signs posted?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
1.15. Are trash cans located throughout facility?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
1.16. Is there a lock-out and tag-out policy and procedure in place?	0 / 1	
Multiple Choice Answers • NO	0 / 1	
<b>2. Receiving Area / Picking Machine</b>	<b>8 / 13</b>	<b>61.5%</b>
2.1. Is receiving/picking building closed and sealed during offseason in order to prevent birds and other animals from entering the building?	0 / 1	
Multiple Choice Answers • NO	0 / 1	
Notes/Comments: Picker has a roof but no walls.		

Photos:

IMG 2.1\_1



2.2. Are the floor areas free of grease, oil, excessive dust and dirt, or any other contaminate?

1 / 1

Multiple Choice Answers

- YES

1 / 1



Photos:

IMG 2.2\_1



2.3. Are there vehicles, tractors, and other machinery stored receiving floor?

0 / 1

Multiple Choice Answers

- NO

0 / 1



2.4. Are conveyor belts free of grease, dust, dirt, or other contaminates?

1 / 1

Multiple Choice Answers

- YES

1 / 1



2.5. Are all safety guards installed and maintained? (railings, belts guards, gear guards, etc.)

1 / 1

Multiple Choice Answers

- YES

1 / 1



Photos:


IMG 2.5\_1




2.6. Are tools, spare parts, radios and personal items organized and secured so they do not contaminate the hops?

1 / 1



Answers	Score	Status
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green;">●</span>
Notes/Comments: For the most part.		
Photos: IMG 2.6_1 		
2.7. Are all lights shatter proof or covered so they will not contaminate the hops?		
Multiple Choice Answers <ul style="list-style-type: none"> <li>• N/A</li> </ul>		<span style="color: blue;">●</span>
Notes/Comments: Some maintenance is required.		
2.8. Is there excessive dirt, dust, and loose material on rafter, lights, and equipment above receiving area and picking machine?		
	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	<span style="color: red;">●</span>
Notes/Comments: It is outside.		
2.9. Is there evidence of food, beverages, chewing gum, and tobacco products present?		
	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	<span style="color: red;">●</span>
2.10. Are all lubricants, greases, and fluids food grade?		
	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green;">●</span>
2.11. Is insulation and paint above hop containing areas in good condition?		
	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green;">●</span>
2.12. Is there evidence of pest?		
	0 / 1	

Answers	Score	Status
Multiple Choice Answers • NO	0 / 1	<span style="color: red;">●</span>
2.13. are all emergency stop buttons clearly marked in all areas?	1 / 1	
Multiple Choice Answers • YES	1 / 1	<span style="color: green;">●</span>
2.14. Is the overall building clean and organized?	1 / 1	
Multiple Choice Answers • YES	1 / 1	<span style="color: green;">●</span>
Notes/Comments: For the most part it looks good. A couple areas could be better. It is outside.		
Photos: IMG 2.14_1 		
<b>3. Cooling / Baling and Storage Facility</b>	1 / 1	100%
4.1. Is cooling/baling and storage facility closed and sealed during offseason in order to prevent birds and other animals from entering the building?	1 / 1	
Multiple Choice Answers • YES	1 / 1	<span style="color: green;">●</span>
<b>4. Kiln / Dry Facility</b>	8 / 13	61.5%
3.1. Is kiln/drying facility closed and sealed during offseason in order to prevent birds and other animals from entering the building?	0 / 1	
Multiple Choice Answers • NO	0 / 1	<span style="color: red;">●</span>
Notes/Comments: The rest of the building is sealed.		

Photos:

IMG 3.1\_1



3.2. Are conveyor belts clean and free of grease, excessive dirt and dust or other contaminates?

Multiple Choice Answers

- N/A



3.3. Is the kiln floor area clean and free of grease, dirt, and dust or other contaminates?

1 / 1

Multiple Choice Answers

- YES

1 / 1



3.4. Are all safety guards installed and maintained? (railings, belts guards, gear guards, etc.)

0 / 1

Multiple Choice Answers

- NO

0 / 1



Notes/Comments:

Safety rail needed.

Photos:

IMG 3.4\_1



3.5. Are the kiln floor cloths clean and free of grease, dirt, and dust or other contaminates?

1 / 1

Multiple Choice Answers

- YES

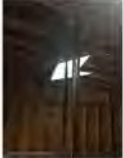
1 / 1



Photos:

IMG 3.5\_1



Answers	Score	Status
3.6. Are tools, spare parts, radios and personal items organized and secured so they do not contaminate the hops?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green;">●</span>
3.7. Are all lights shatter proof or covered so they will not contaminate the hops?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green;">●</span>
Notes/Comments: Some maintenance is needed.		
Photos: IMG 3.7_1 		
3.8. Is there excessive dirt, dust, and loose material on rafter, lights, and equipment above receiving area and picking machine?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	<span style="color: red;">●</span>
3.9. Is there evidence of food, beverages, chewing gum, and tobacco products present?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	<span style="color: red;">●</span>
3.10. Are all lubricants, greases, and fluids food grade?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green;">●</span>
3.11. Is insulation and paint above hop containing areas in good condition?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green;">●</span>
3.12. Is there evidence of pest?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	<span style="color: red;">●</span>



Answers	Score	Status
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3.13. are all emergency stop buttons clearly marked in all areas?

1 / 1

Multiple Choice Answers

- YES

1 / 1



3.14. Is the overall building clean and organized?

1 / 1

Multiple Choice Answers

- YES

1 / 1



Notes/Comments:

Some general clean up needed.

Photos:

IMG 3.14\_1



IMG 3.14\_2



IMG 3.14\_3



## 5. Cooling / Baling and Storage Facility

12 / 17

70.6%

4.1. Is cooling/baling and storage facility closed and sealed during offseason in order to prevent birds and other animals from entering the building?

1 / 1

Multiple Choice Answers

- YES

1 / 1



4.2. Are conveyor belts clean and free of grease, excessive dirt and dust or other contaminates?

Multiple Choice Answers

- N/A

0 / 1



4.3. Are all safety guards installed and maintained? (railings, belts guards, gear guards, etc.)

0 / 1

Multiple Choice Answers

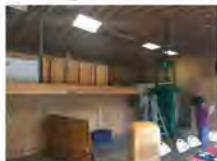
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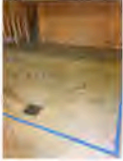
0 / 1



















Photos:


IMG 4.3\_1



Answers	Score	Status
4.4. Is the cooling floor area clean and free of grease, dirt, and dust or other contaminates?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green; font-size: 20px;">●</span>
Photos: IMG 4.4_1 		
4.5. Are there vehicles, tractors, and other machinery stored on cooling or storage floor ?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	<span style="color: red; font-size: 20px;">●</span>
4.6. Is there adequate ventilation in cooling area?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green; font-size: 20px;">●</span>
4.8. Are all lights shatter proof or covered so they will not contaminate the hops?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green; font-size: 20px;">●</span>
4.9. Is there excessive dirt, dust, and loose material on rafter, lights, and equipment above receiving area and picking machine?	0 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• NO</li> </ul>	0 / 1	<span style="color: red; font-size: 20px;">●</span>
4.10. Is there evidence of food, beverages, chewing gum, and tobacco products present?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green; font-size: 20px;">●</span>
4.11. Are all lubricants, greases, and fluids food grade?	1 / 1	
Multiple Choice Answers <ul style="list-style-type: none"> <li>• YES</li> </ul>	1 / 1	<span style="color: green; font-size: 20px;">●</span>
4.12. Are magnets present and properly maintained between cooling area and weigh box to avoid contamination?	0 / 1	

Answers	Score	Status
Multiple Choice Answers • NO	0 / 1	
4.13. Is the bale press area free of grease, dirt, and dust or other contaminants?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
4.14. Is the burlap/poly cloth area clean, dry, and free from contamination risk?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
4.15. Is insulation and paint above hop containing areas in good condition?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
4.16. Is there evidence of pest?	0 / 1	
Multiple Choice Answers • NO	0 / 1	
4.17. are all emergency stop buttons clearly marked in all areas?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
4.18. Is the overall building clean and organized?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
4.47. Are tools, spare parts, radios and personal items organized and secured so they do not contaminate the hops?	1 / 1	
Multiple Choice Answers • YES	1 / 1	
Notes/Comments: All tools are stored in shop.		
<b>6. Chemical Storage</b>	1 / 1	100%
5.1. Are chemicals stored in a secure space outside of processing facilities?	1 / 1	



Answers	Score	Status
Multiple Choice Answers <ul style="list-style-type: none"><li>• YES</li></ul>	1 / 1	
Notes/Comments: All chemicals are Store in separat e building.		

Media/Photos:

IMG 2.1\_1



IMG 2.2\_1



IMG 2.5\_1



IMG 2.6\_1





IMG 2.14\_1



IMG 3.1\_1



IMG 3.4\_1



IMG 3.5\_1



IMG 3.7\_1



IMG 3.14\_1



IMG 3.14\_2



IMG 3.14\_3



IMG 4.3\_1



IMG 4.4\_1



Question Index	Image Link	Caption	Time
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Question Index	Image Link	Caption	Time
2.1_1	<a href="https://meweclient-bells.s3.amazonaws.com/iOS_8_29_2018_9_39_AM/-207590596758675174-4646185303678046917.jpg">https://meweclient-bells.s3.amazonaws.com/iOS_8_29_2018_9_39_AM/-207590596758675174-4646185303678046917.jpg</a>		
2.2_1	<a href="https://meweclient-bells.s3.amazonaws.com/iOS_8_29_2018_9_39_AM/-292370713596400101-5086156054530219462.jpg">https://meweclient-bells.s3.amazonaws.com/iOS_8_29_2018_9_39_AM/-292370713596400101-5086156054530219462.jpg</a>		
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End