1. All changes to documents within the food safety program need to be logged and recorded?
   1. True
   2. False
2. Who has the authority to make changes to documents in your food safety program?
   1. Any administrative employee
   2. Any operational employee
   3. Both administrative and operational employees
   4. Approved positions only
3. Controlled documents can be stored as:
   1. Physical copies
   2. Digital copies
   3. Physical copies only
   4. Both A and B
4. Keeping your food safety program organized and easy to access is an important aspect of operating a high functioning food safety program?
   1. True
   2. False
5. Documents should be retained onsite for periods exceeding their retention time?
   1. True
   2. False
6. Where are controlled documents stored in your facility?

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