SILK FOODS CEYLON

MANUFACTURING PROCESS

ISO 5807 Notation · BRCGS · FSSC 22000 · HACCP · ISO 22000 · GMP

Company Information

Manufacturer	Silk Foods Ceylon (Pvt) Ltd
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Document Information

Document No.	SFC/MFG/HC-COFB/2026/01
Process	Coffee Bean Capsule Manufacturing Process (Raw Material → Packed Product)
Product	Coffee Bean Capsule
Operation Type	Manufacturing — full in-house process per the QA-approved Process Flow Master Document
Standard	BRCGS, FSSC 22000, HACCP, ISO 22000, GMP
Date of Issue	31 May 2025
Revision	2026 V1.1
Revision Date	31 May 2025
Prepared By	Production & QA Team — Silk Foods Ceylon (Pvt) Ltd

Approved Process Flow

RM Receiving → QC Testing → Sieving → Magnetic separator → Encapsulation → Capsule Weight Check → Polishing → Bottle Filling → Sealing → Labeling → Packing

Source: Process Flow Master Document (QA-approved)

Process Flow Steps — 11 Steps (ISO 5807 Notation)

#	Shape	Process Step	Description / Critical Limit	CCP?	Notes
1	TERMINAL	RM Receiving	—	—	
2	DECISION	QC Testing	—	—	

3	PROCESS	Sieving	—	—	
4	CCP	Magnetic separator	—	✓ CCP	
5	PROCESS	Encapsulation	—	—	
6	CCP	Capsule Weight Check	—	✓ CCP	
7	PROCESS	Polishing	—	—	
8	PROCESS	Bottle Filling	—	—	
9	PROCESS	Sealing	—	—	
10	PROCESS	Labeling	—	—	
11	TERMINAL	Packing	—	—	

Critical Control Points (CCPs) — Critical Limits

CCP	CCP 1 — Magnet Separation (Ferrous Foreign-Matter Removal)
Critical Limit	Product passes over / through a high-intensity permanent magnet separator (≥ 8,000 Gauss / ≥ 0.8 Tesla surface flux). All ferrous foreign matter retained on the magnet. Magnet present, clean and correctly positioned before each batch.
Monitoring	Magnet presence, cleanliness and position checked at the start of every batch and at end of shift; any captured material recorded; surface flux (Gauss) verified at the scheduled calibration interval.
Corrective Action	If the magnet is found displaced, fouled or below required flux: stop the line, isolate all product since the last verified check, re-pass the affected product over the magnet, investigate the source and document the non-conformance.
Verification	QA Manager weekly review of the magnet-separation log; annual third-party flux-density (Gauss) calibration certificate.
Records	Magnet Separation Log (MG-01), Annual Gauss Calibration Certificate

CCP	CCP 2 — Capsule Weight Variation
Critical Limit	Individual capsule fill weight within ± 7.5 % of target; batch mean within ± 2 % of target (per USP <2091>).
Monitoring	In-process weight check every 30 minutes — 20 capsules sampled; statistical control chart maintained throughout the run.
Corrective Action	If outside specification: stop the encapsulator, re-calibrate fill weight, and rework or reject the affected capsules.
Verification	QA Manager review per batch; daily calibration of the analytical balance.
Records	Capsule Weight Log (CW-01), Balance Calibration Record

ISO 5807 Shape Legend

- TERMINAL (oval) — Start / End point — begins or ends the process
- PROCESS (rectangle) — Operation or action step
- DECISION (diamond) — Quality checkpoint — Go / No-Go gate

- CCP (red highlight) — Critical Control Point — must monitor and record
- DOCUMENT (parallelogram) — Record creation — batch record, QC form

Authorization

Report Prepared By	Production Manager / QA Manager
Report Approved By	Factory Manager
Date of Issue	31 May 2025
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