FSSC 22000 Food Packaging Safety Management System Implementation Workbook

This FSSC 22000 Implementation Workbook compliments our comprehensive FSSC 22000 Packaging Food Packaging Safety Management System package and guides you on the path to achieving FSSC 22000 Certification.

We have written this workbook to assist in the implementation of your Food Packaging Safety Management System. The workbook is divided into 9 steps that are designed to assist you in implementing your Food Packaging Safety Management System effectively:

- ✓ Step One: ISO 22000 & ISO 22002-4 Familiarisation
- ✓ Step Two: GAP Analysis
- ✓ Step Three: Senior Management Implementation
- ✓ Step Four: Project 22000
- ✓ Step Five: Food Packaging Safety Management System
- ✓ Step Six: HACCP Implementation
- ✓ Step Seven: Internal Auditing Training & Checklists
- ✓ Step Eight: Review and Updating
- ✓ Step Nine: Final Steps to FSSC 22000 Certification

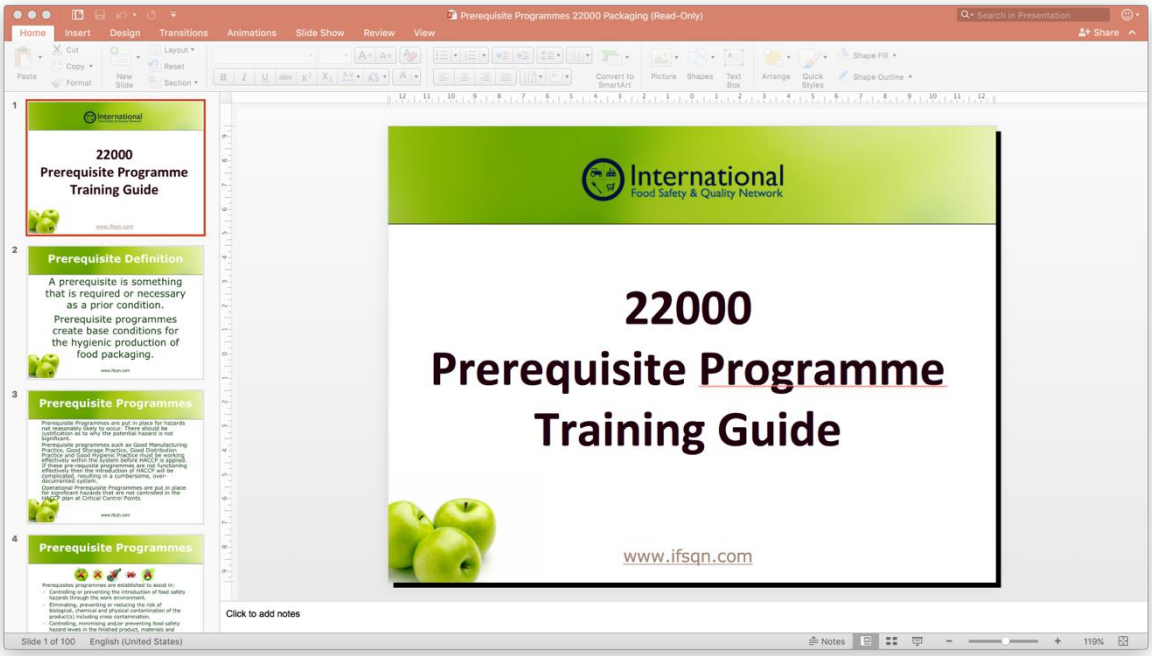
Step One: ISO 22000 & ISO 22002-4 Familiarisation

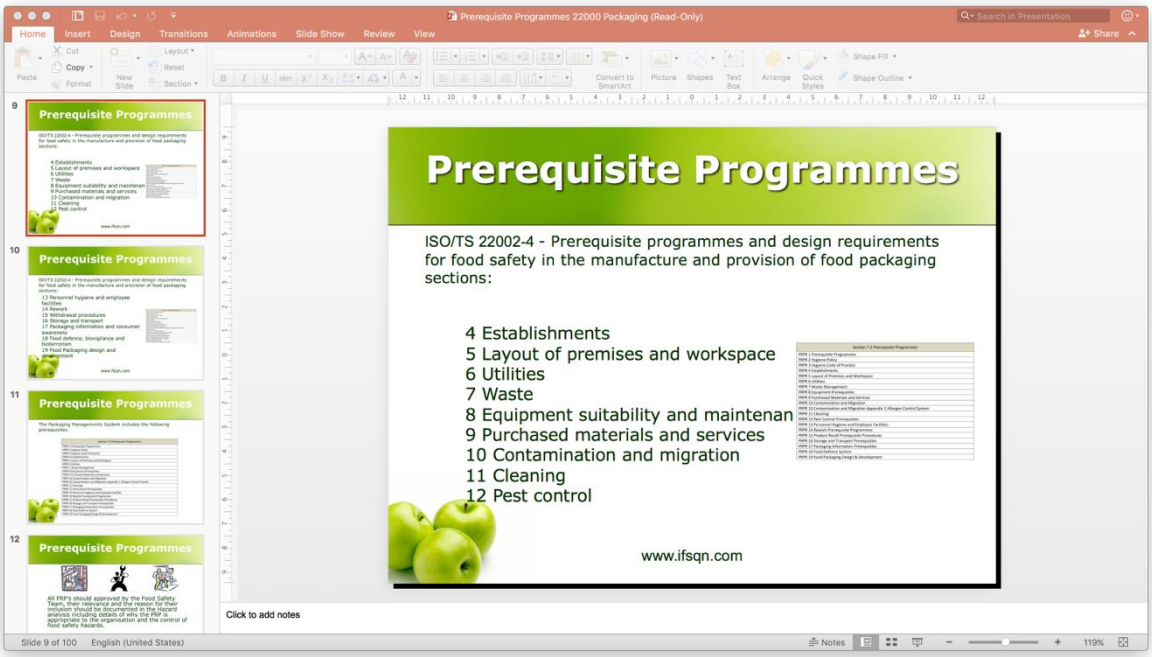
Training: Introduction to ISO 22000

This PowerPoint presentation will introduce the ISO 22000 standard to the management team and explain exactly how to start the process of implementing an ISO 22000 compliant Food Packaging Safety Management System.

Prerequisite Training

The Prerequisite Programme PowerPoint presentation supplied explains the part that prerequisites play in an FSSC 22000 compliant Food Packaging Safety Management System.





Step Two: Gap Analysis

At this stage, an assessment should be made by the most senior technical member of the management team to decide what requirements of ISO/TS 22002-4:2013 (Prerequisite programmes on Food Packaging Safety -- Part 4: Food packaging manufacturing) and ISO 22000:2005 (Food Packaging Safety Management Systems - Requirements for any organization in the food chain) the facility meets and also identify areas which are not compliant. The nominated manager should read through the requirements in ISO/TS 22002-4:2013 and ISO 22000:2005 and assess for compliance using the checklist to record their findings.

ISO/TS 22002-4:2013 Prerequisite programmes on Food Packaging Safety -- Part 4: Food packaging manufacturing CONFORMANCE ANALYSIS			
4. Construction and Layout of Buildings			
ISO/TS 22002-4 Requirements	Compliant		Comments
	Yes	No	
4.1 General requirements			
4.2 Environment			
4.3 Locations of establishments			
5. Layout of Premises Workspace			
ISO/TS 22002-4 Requirements	Compliant		Comments
	Yes	No	
5.1 General requirements			
5.2 Internal design, layout and traffic patterns			
5.3 Internal structures and fittings			
5.4 Equipment			
5.5 Temporary/mobile structures			
5.6 Storage			
6. Utilities			
ISO/TS 22002-4 Requirements	Compliant		Comments

ISO 222000 Food Packaging Safety Management System Requirements Internal Audit	
ISO 22000 Section	**Audit Findings**
4.1 General Requirements	
Has an effective Food Packaging Safety Management System been documented and implemented?	
Is the FPSMS maintained and updated?	
Has the scope of the Food Packaging Safety Management System been defined including the products or product categories, processes and production sites?	
Does the FSQMS ensure that Food Packaging Safety hazards are identified, evaluated and controlled?	
Is there communication of appropriate information throughout the food chain regarding safety issues?	
Is there communication of information regarding development, implementation and updating of the Food Packaging Safety Management System throughout the organization?	
Does the FSQMS incorporate the most recent information on the Food Packaging Safety hazards subject to control?	
Is control of outsourced processes identified and documented within the Food Packaging Safety Management System.	
4.2 Documentation Requirements	
Is there a documented Food Packaging Safety policy and objectives?	
Is there sufficient documentation to ensure the effective development, implementation and updating of the Food Packaging Safety Management System.	
4.2.2 Control of Documents	

Ensure any areas requiring action are identified

Areas requiring improvement identified in the assessment of compliance with ISO/TS 22002-4 & ISO 22000 should be logged.

Date	ISO/TS 22002-4 or ISO 22000 Clause	Details of Non-Compliance	Corrective Action Required	Responsibility	Target completion Date	Date Completed

Step Three: Senior Management Implementation

An 11 step Senior Management Implementation checklist is provided that establishes your Food Packaging Safety Management System fundamentals including Food Packaging Safety Policies and Objectives.

The checklist guides Senior Management:

- ✓ in planning the establishment of the FPSMS
- ✓ in providing adequate support to establish the FPSMS
- ✓ in ensuring there is adequate infrastructure and work environment
- ✓ in allocating responsibility and authority

This stage requires the Senior Management to meet and establish the foundations for the Food Packaging Safety Management System:

- ✓ Formulating a checklist of Customer, Regulatory, Statutory and other relevant Food Packaging Safety requirements
- ✓ Decide which Food Packaging Safety requirements the company should address and develop relevant policies.
- ✓ Based on the Food Packaging Safety Policy Management Policies establish Food Packaging Safety Objectives
- ✓ Define the scope and boundaries of the FPSMS
- ✓ Plan the establishment of the FPSMS using the project planner
- ✓ Provide adequate support to establish the FPSMS
- ✓ Ensure there is adequate infrastructure and work environment
- ✓ Allocate responsibility and authority
- ✓ Assess, plan and establish appropriate internal and external communication (including the food chain) channels

A meeting should now be co-ordinated involving all the Senior Management Team.

Senior Management FPSMS Implementation Meeting

Date

Time

Venue

Agenda

1. Formulating a checklist of Customer, Regulatory, Statutory and other relevant Food Packaging Safety requirements
2. Decide which Food Packaging Safety requirements the company should address and develop relevant policies.
3. Based on the Food Packaging Safety Policy & Management Policies establish Food Packaging Safety Objectives
4. Define the scope and boundaries of the FPSMS
5. Plan the establishment of the FPSMS using the project planner
6. Provide adequate support to establish the FPSMS
7. Ensure there is adequate infrastructure and work environment
8. Allocate responsibility and authority
9. Assess, plan and establish appropriate internal and external communication (including the food chain) channels

Attendees:

Senior Management Team		
Job Title	**Name**	**Role in Team**
Managing Director		Chairman
General Manager		Deputy Chair
Operations Manager		Operations Reporting
Technical Manager		Food Packaging Safety Reporting Management Representative
Planning Manager		Planning and Capacity Reporting
Distribution Manager		Distribution Reporting
Maintenance Manager		Services and Engineering Provision
Finance Manager		Financial Reporting
Human Resources Manager		Resource reporting

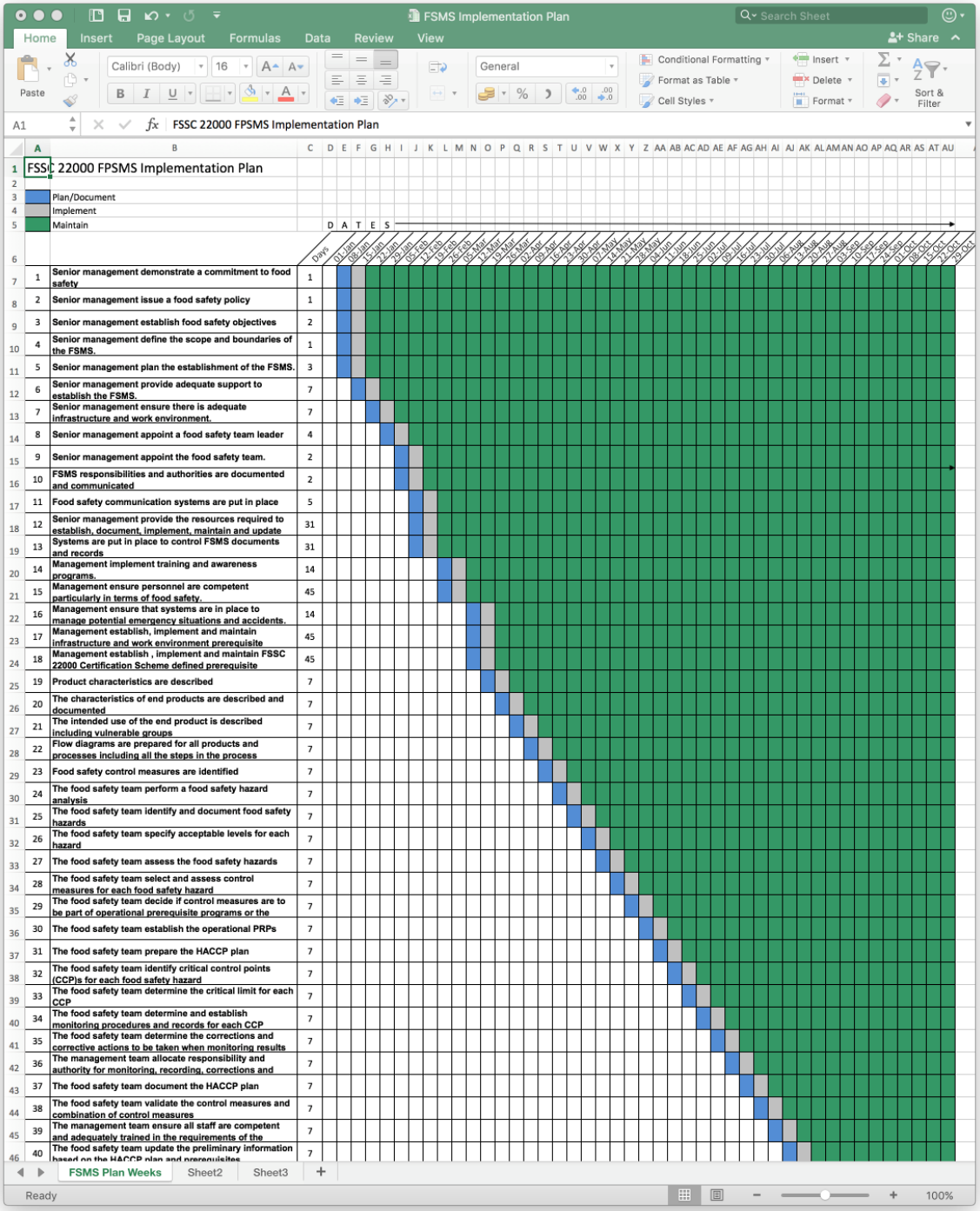
Senior Management FPSMS Implementation Checklist

The Senior Management FPSMS Implementation Meeting should follow the guidelines of the Senior Management Implementation Checklist:

Action (i)	Senior management formulate a checklist of Customer, Regulatory, Statutory and other relevant Food Packaging Safety requirements	
	Customer/Regulatory/Statutory/Other	Record Details
Action (ii)	Senior Management decides which Food Packaging Safety requirements the company should address and develop relevant policies.	
	Requirement	Policy Details

Senior Management Establish the Project Plan

Using the Excel Project Planner Senior Management adapt the template supplied with the system to establish a Project Plan.



information is included in updating the Food Packaging Safety quality management system where appropriate:

- Results of Inspections by Regulatory Authorities and any changes in regulatory requirements
- New information regarding Food Packaging Safety Hazards and Control Measures
- Food Packaging Safety Issues and Health Hazards associated with the product
- Anything else considered likely to have an impact on Food Packaging Safety

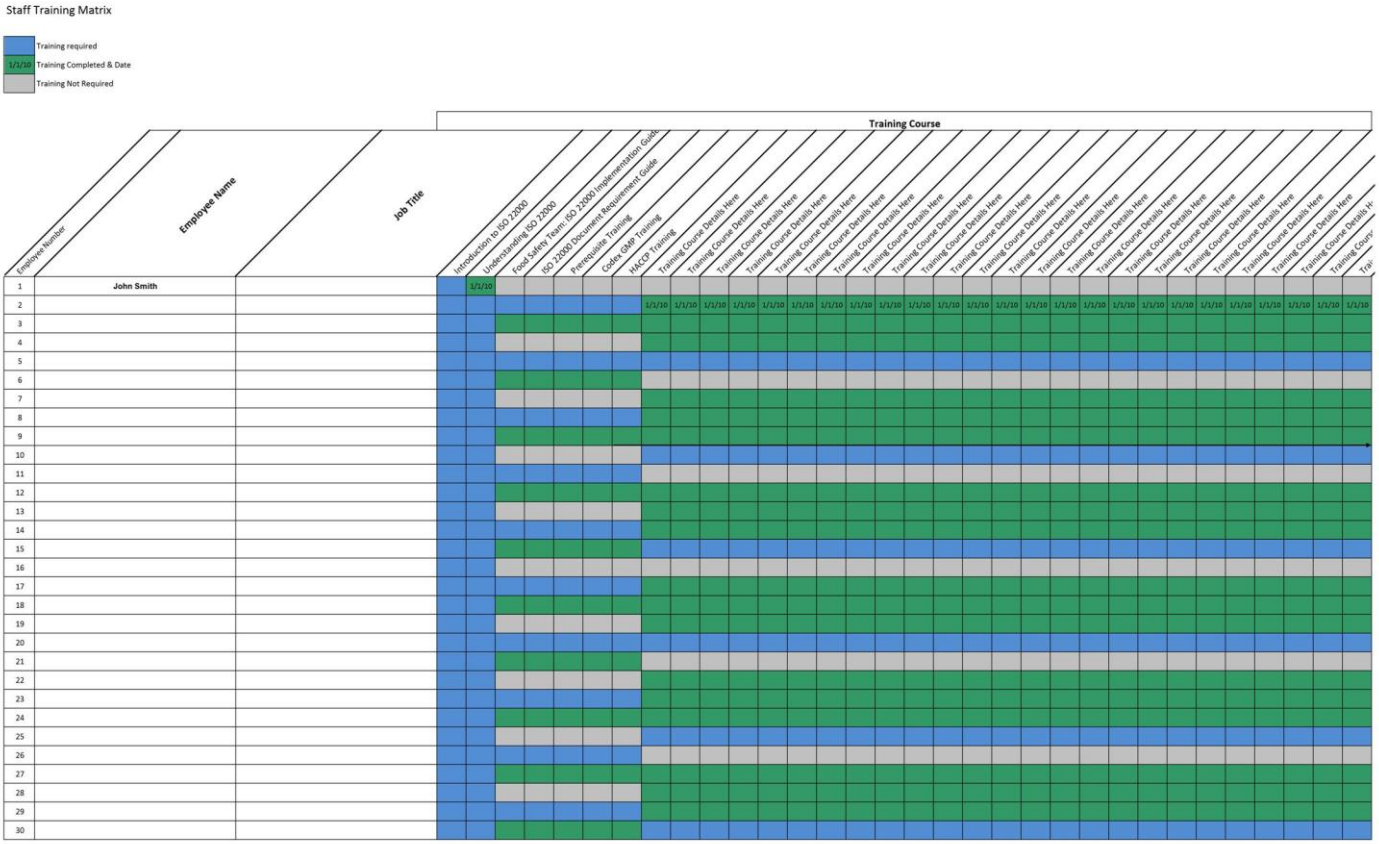
By communicating effectively with all employees all employees will be able to contribute to the effectiveness of the Food Packaging Safety Quality Management System.

Senior management assess plan and establish appropriate internal and external communication (including the food chain) channels		
Communication required	Details	Responsibility

Step Four: Project 22000

A significant part of the implementation process is training. Job Descriptions should be available for all staff and they should be briefed and aware of their Food Packaging Safety responsibilities.

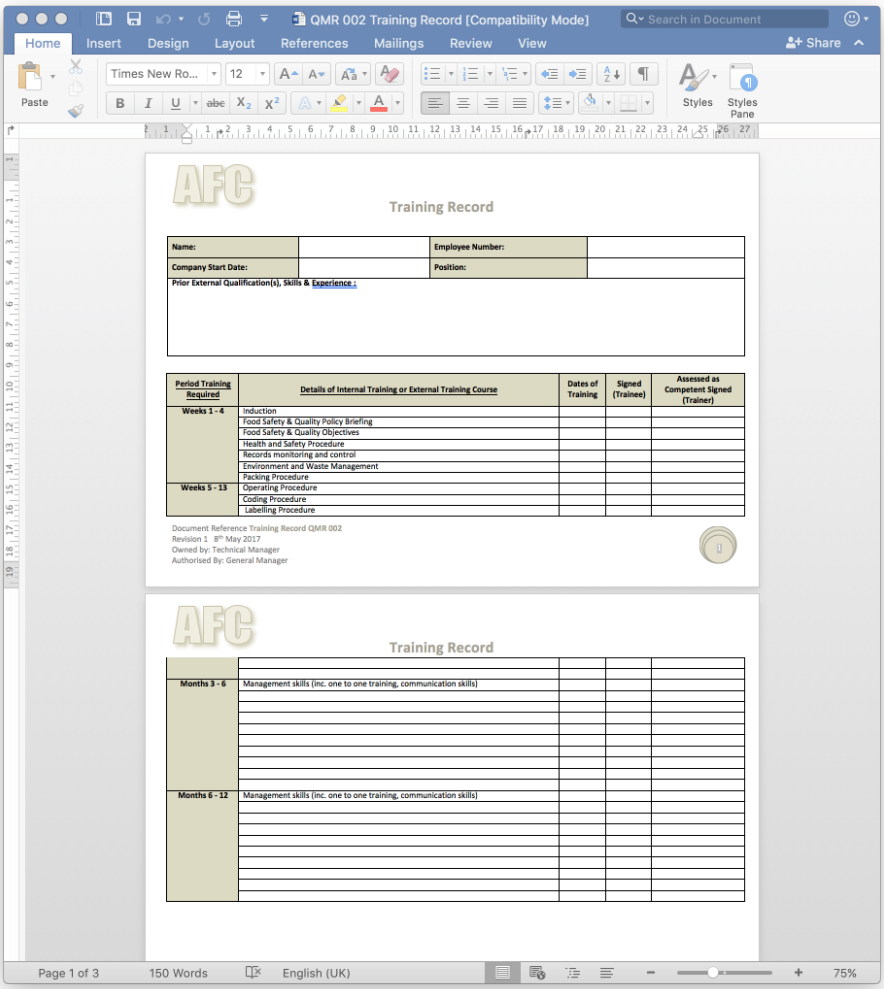
A training matrix and plans should be drawn up for all staff and the relevant training given based on responsibility and authority.



We have provided a Staff Training Matrix Template in Microsoft Excel Format.

For each employee and individual training record should be completed. QMR 002 Training Record is provided in the documentation pack as a template:

QMR 002 Training Record



QMR 002 Training Record [Compatibility Mode]

Training Record

Name:		Employee Number:	
Company Start Date:		Position:	
Prior External Qualification(s), Skills & Experience :			

Period Training Required	Details of Internal Training or External Training Course	Dates of Training	Signed (Trainee)	Assessed as Competent Signed (Trainer)
Weeks 1 - 4	Induction			
	Food Safety & Quality Policy Briefing			
	Food Safety & Quality Objectives			
	Health and Safety Procedure			
	Records monitoring and control			
	Environment and Waste Management			
	Packing Procedure			
Weeks 5 - 13	Operating Procedure			
	Coding Procedure			
	Labelling Procedure			

Document Reference Training Record QMR 002
Revision 1 8th May 2017
Owned by: Technical Manager
Authorised By: General Manager

Training Record

Months 3 - 6	Management skills (inc. one to one training, communication skills)			
Months 6 - 12	Management skills (inc. one to one training, communication skills)			

Page 1 of 3 150 Words English (UK) 75%

Basic ISO 22000 Training should be given to all staff:

- ✓ Part of Introduction to ISO 22000

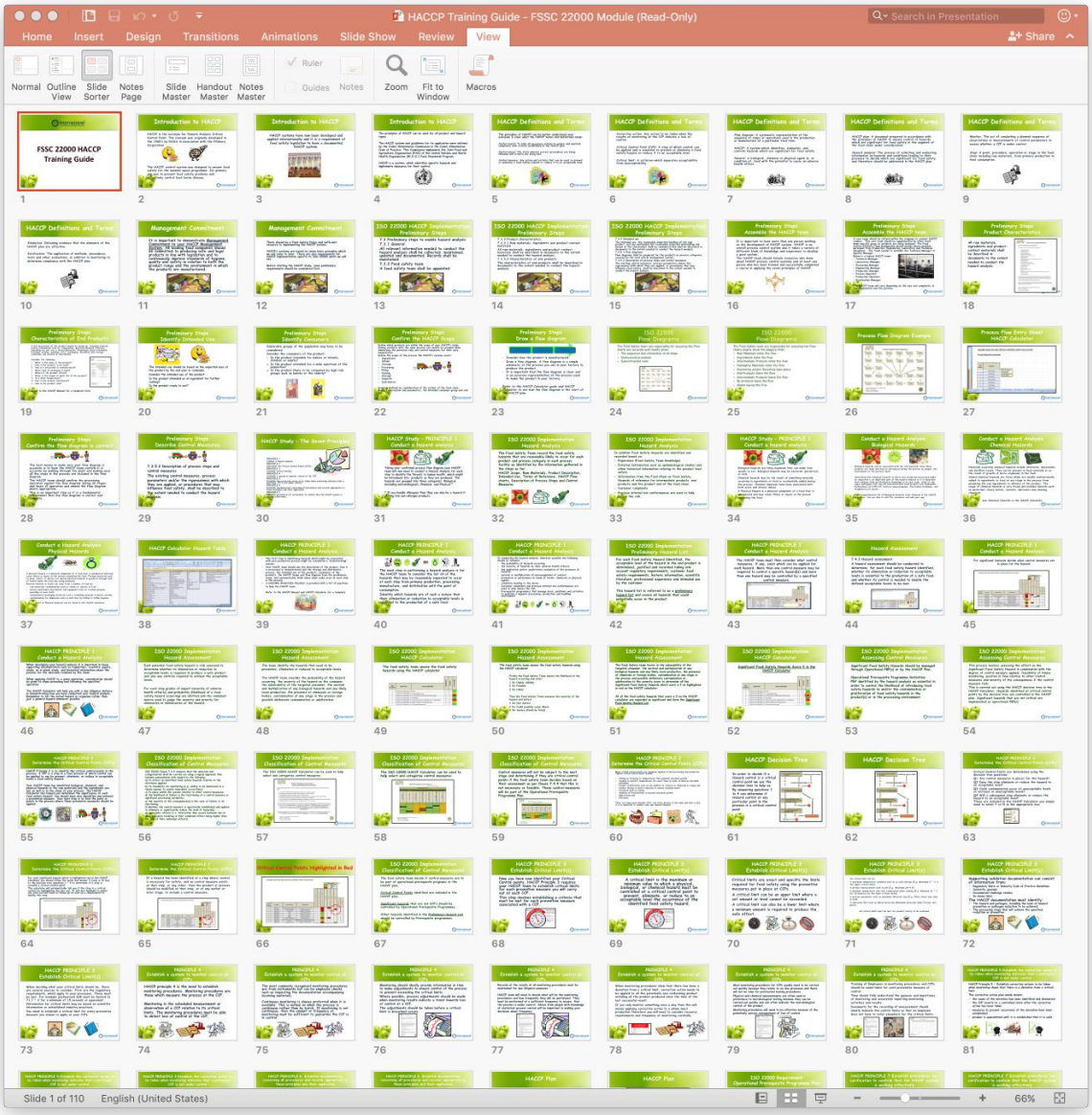
The Food Packaging Safety Team should receive extra training:

- ✓ Food Packaging Safety Team: ISO 22000 Implementation Guide
- ✓ Prerequisite Training
- ✓ HACCP Training

Remember all food packaging handlers should receive Basic Food Hygiene Training

HACCP Training

An interactive and illustrated PowerPoint HACCP training presentation is supplied to train your Food Packaging Safety team in the preliminary steps to a Hazard analysis, the principles of HACCP and how to utilise the HACCP calculator in implementing your HACCP system.



Steering Group Take Control of the Project

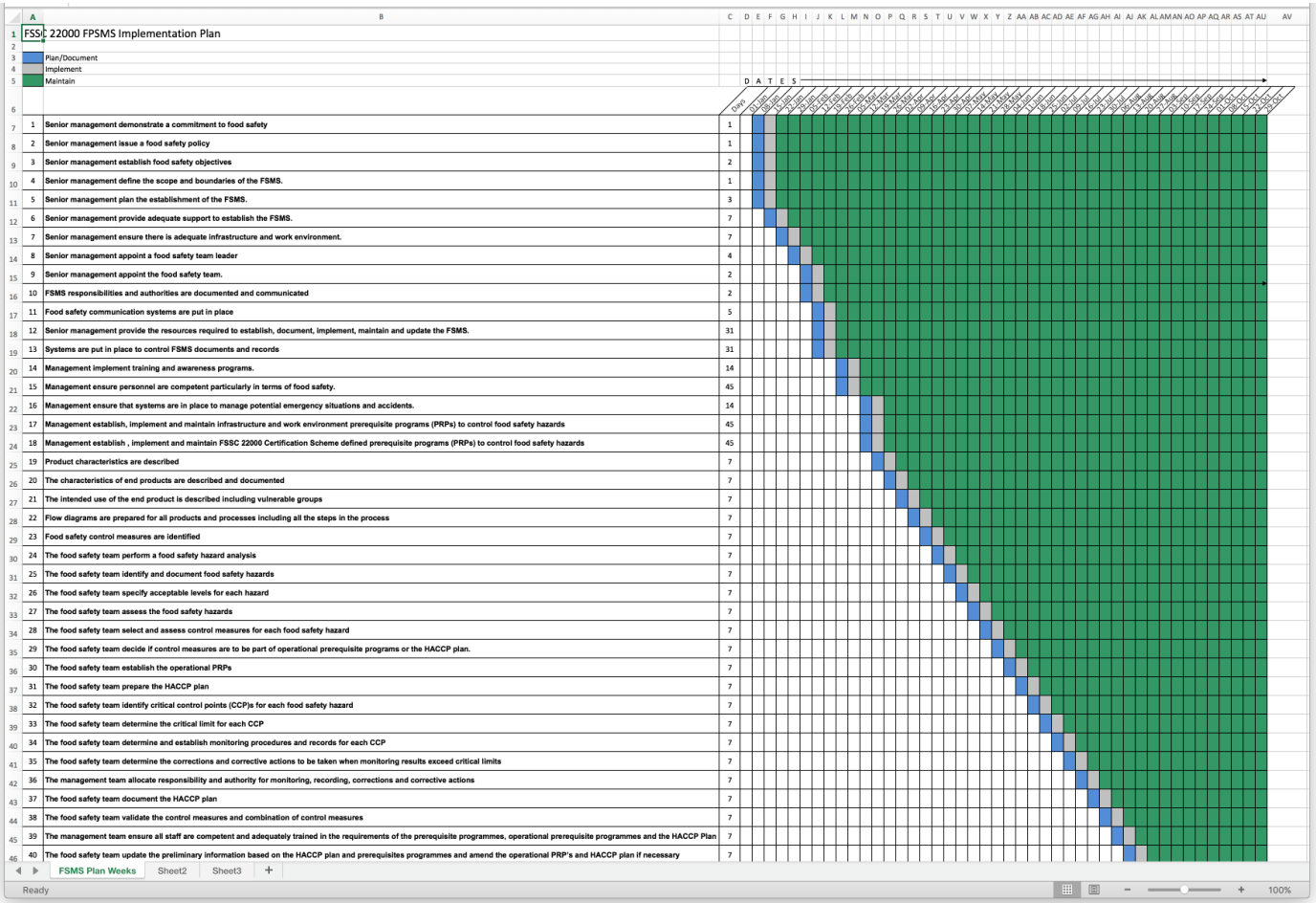
This contains the project tools you need to implement your FSSC 22000 compliant Food Packaging Safety Management System. At this stage:

- ✓ Steering Group are established and briefed
- ✓ The Steering Group take control of the Project Plan established by Senior Management

Food Packaging Safety Management System Steering Group			
FPSMS Team Member	**Name**	**Position**	**Qualification**
FPSMS Team Leader			
FPSMS Assistant Leader			
FPSMS Team Members			

Project Plan

The Steering Group use the Excel Project Plan developed by Senior Management as a step by step guide to implementing the Food Packaging Safety Management System.



FSSC 22000 FPSMS Implementation Plan

Plan/Document
Implement
Maintain

DATES

1	Senior management demonstrate a commitment to food safety	1
2	Senior management issue a food safety policy	1
3	Senior management establish food safety objectives	2
4	Senior management define the scope and boundaries of the FSMS.	1
5	Senior management plan the establishment of the FSMS.	3
6	Senior management provide adequate support to establish the FSMS.	7
7	Senior management ensure there is adequate infrastructure and work environment.	7
8	Senior management appoint a food safety team leader	4
9	Senior management appoint the food safety team.	2
10	FSMS responsibilities and authorities are documented and communicated	2
11	Food safety communication systems are put in place	5
12	Senior management provide the resources required to establish, document, implement, maintain and update the FSMS.	31
13	Systems are put in place to control FSMS documents and records	31
14	Management implement training and awareness programs.	14
15	Management ensure personnel are competent particularly in terms of food safety.	45
16	Management ensure that systems are in place to manage potential emergency situations and accidents.	14
17	Management establish, implement and maintain infrastructure and work environment prerequisite programs (PRPs) to control food safety hazards	45
18	Management establish , implement and maintain FSSC 22000 Certification Scheme defined prerequisite programs (PRPs) to control food safety hazards	45
19	Product characteristics are described	7
20	The characteristics of end products are described and documented	7
21	The intended use of the end product is described including vulnerable groups	7
22	Flow diagrams are prepared for all products and processes including all the steps in the process	7
23	Food safety control measures are identified	7
24	The food safety team perform a food safety hazard analysis	7
25	The food safety team identify and document food safety hazards	7
26	The food safety team specify acceptable levels for each hazard	7
27	The food safety team assess the food safety hazards	7
28	The food safety team select and assess control measures for each food safety hazard	7
29	The food safety team decide if control measures are to be part of operational prerequisite programs or the HACCP plan.	7
30	The food safety team establish the operational PRPs	7
31	The food safety team prepare the HACCP plan	7
32	The food safety team identify critical control points (CCP)s for each food safety hazard	7
33	The food safety team determine the critical limit for each CCP	7
34	The food safety team determine and establish monitoring procedures and records for each CCP	7
35	The food safety team determine the corrections and corrective actions to be taken when monitoring results exceed critical limits	7
36	The management team allocate responsibility and authority for monitoring, recording, corrections and corrective actions	7
37	The food safety team document the HACCP plan	7
38	The food safety team validate the control measures and combination of control measures	7
39	The management team ensure all staff are competent and adequately trained in the requirements of the prerequisite programmes, operational prerequisite programmes and the HACCP Plan	7
40	The food safety team update the preliminary information based on the HACCP plan and prerequisites programmes and amend the operational PRP's and HACCP plan if necessary	7

FSMS Plan Weeks | Sheet2 | Sheet3

Ready 100%

Project Planning Tasks		Responsibility	Comments	Due Date for Completion	Date Completed
1)	Senior management demonstrate a commitment to Food Packaging Safety	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
2)	Senior management issue a Food Packaging Safety policy	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
3)	Senior management establish Food Packaging Safety objectives	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
4)	Senior management define the scope and boundaries of the FPSMS.	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
5)	Senior management plan the establishment of the FPSMS.	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
6)	Senior management provide adequate support to establish the FPSMS.	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
7)	Senior management ensure there is adequate infrastructure and work environment.	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
8)	Senior management appoint a Food Packaging Safety team leader	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
9)	Senior management appoint the Food Packaging Safety team.	Senior Management Team	Completed in Step 3	10/2/18	10/2/18
10)	FPSMS responsibilities and authorities are documented and	Senior Management Team	Completed in Step 3	10/2/18	10/2/18

Step Five: Food Packaging Safety Quality Management System

The Food Packaging Safety Management System templates provided with the package contain comprehensive FSSC 22000 documentation including:

- ✓ Food Packaging Safety Manual containing a set comprehensive procedures and record templates.
- ✓ HACCP manual containing Food Packaging Safety procedures and the ISO HACCP Calculator.
- ✓ Laboratory manual including sample procedures and records.
- ✓ Prerequisite Programmes Manual.
- ✓ Operational Prerequisite Programmes Templates.

At this stage you can choose to totally implement the procedures supplied or pick those that are applicable to your process.

Food Packaging Safety Manual

The Food Packaging Safety Quality Manual contains comprehensive top level procedures templates that form the foundations of your Food Packaging Safety Management System so you don't have to spend 1,000's of hours writing compliant procedures:

FSSC 22000 Food Packaging Safety Management System	
Section 4.1	Introduction to the Food Packaging Safety Management System
	Communication Overview
	The Food Packaging Safety Management System
	Senior Management Responsibility
	Document Hierarchy
	Food Packaging Safety System Process Diagram
Section 4.2	Documentation Requirements
	Document Control Procedure
	Record Control Procedure
Management Responsibility	

HACCP Implementation Guide

We will now go through a step by step guide to implementing your HACCP using our ISO 22000 HACCP Calculator.

Tasks 19 - 21

ISO 22000 requires all raw materials, ingredients, product-contact materials and the characteristics of end products to be described in documents to the extent needed to conduct the hazard analysis.

Specifications for all Raw Materials and Product Contact Materials should be obtained from all suppliers and held in a purchased raw materials file. Specifications should include sufficient detail for the identification and assessment of Food Packaging Safety hazards. For each item the specification should include includes:

- Biological, chemical and physical characteristics
- Composition of formulated ingredients including additives and processing aids
- Origin
- Method of production
- Delivery method
- Storage conditions/requirements
- Details of packaging
- Preparation and/or handling before use or processing
- Food Packaging Safety Acceptance criteria
- Intended use

Use the templates provided in the HACCP Manual to assist you.

The Food Packaging Safety team should use the form to assist in documenting the end product characteristics, including legal Food Packaging Safety requirements, for the purpose of conducting the Hazard Analysis. The product description may include:

- Product name
- Composition
- What will the purchaser will do with it
- Details of the packaging
- How the product is processed or manufactured
- Composition of the product

Task 26 The Food Packaging Safety team specify acceptable levels for each hazard

For each Food Packaging Safety Hazard Identified, the acceptable level of the hazard in the end product is determined, justified and recorded taking into account regulatory requirements, customer Food Packaging Safety requirements, historic information, scientific literature, professional experience and intended use by the customer.

This hazard list is referred to as a preliminary hazard list and covers all hazards that could potentially occur in the product.

The hazards identified should be entered into the list of Hazards on the sheet in the Excel File HACCP Calculator and then selected on the Hazard Analysis Calculator:

Step Number	Step Name	Hazards Identified
1	Delivery of Material A	Heavy Metal Contamination
1	Delivery of Material A	Campylobacter spp.
1	Delivery of Material A	Contamination with Bacteria from pests
1	Delivery of Material A	Pesticides
1	Delivery of Material A	Salmonella spp. (S. typhimurium, S. enteriditis)
1	Delivery of Material A	Bacteria (spore-forming) General

The ISO 22000 HACCP Calculator and Instructions should be used in conjunction with this workbook

This is carried out using the HACCP decision tree. Hazards identified at critical control points by the decision tree are controlled in the HACCP plan. Significant hazards that are not critical are implemented as operational PRP(s). Should you choose to you can use the new ISO 22000 HACCP Calculator. Guidelines for use are included in the ISO 22000 HACCP Manual.

								Decision Tree			
Step Number	**Step Name**	**Hazards Identified**	**Probability**	**Severity**	**Significance**	**Specific Details about the Hazard**	**Control Measure**	**Question 1**	**Question 2**	**Question 3**	**Question 4**
1	Delivery of Ingredient	Bone	3	3	9	Details	Control Details	N			
1	Delivery of Ingredient	Campylobacter spp.	3	3	9	Details	Control Measure	Y	N	Y	N
1	Delivery of Ingredient	Contamination with Bacteria from pests	3	3	9	Details	Control Measure	Y	N	N	
1	Delivery of Ingredient	Pesticides	2	3	6	Details	Control Measure				
1	Delivery of Ingredient	Salmonella spp. (S. Typhimurium)	2	2	4	Details	Control Measure				
1	Delivery of Ingredient	Bacteria (spore-forming) General	1	2	2	Details	Control Measure				
1	Delivery of Ingredient	Pest control chemicals	1	1	1	Details	Control Measure				
N	= If control is required at this step for safety then modify step, process or product										

Question 1 Are control measures in place for this hazard?
Question 2 Does the step eliminate or reduce the hazard to an acceptable level?
Question 3 Could contamination occur at unacceptable level or increase to unacceptable levels?
Question 4 Will a subsequent step eliminate the hazard or reduce it to an acceptable level?

The HACCP Calculator highlights significant hazards and critical control points in red.

Control Measure Validation

Product Category			
Step Number			
Hazard			
Control Measure			
Validation Methods	Applicable		Comments
	Yes	No	
Third Party Scientific Validation			
Historical Knowledge			
Simulated Production Conditions			
Collection of Data in normal production			
Admissible in industrial practices			
Statistical Programmes			
Mathematical Modelling			
Conclusion			
Internal Validation Required?			
If so by which method?			
CCP/OPRP Confirmed			
Authorised by(Name):			
Signature:			

At this stage you will now be able to complete Tasks 38 – 41:

Task 38: The management establish a product traceability system

You can use Product Identification & Traceability System (in FPMS 001) as templates.

Task 39: The system is used to identify and correct nonconforming products. Evaluate data and take corrective actions.

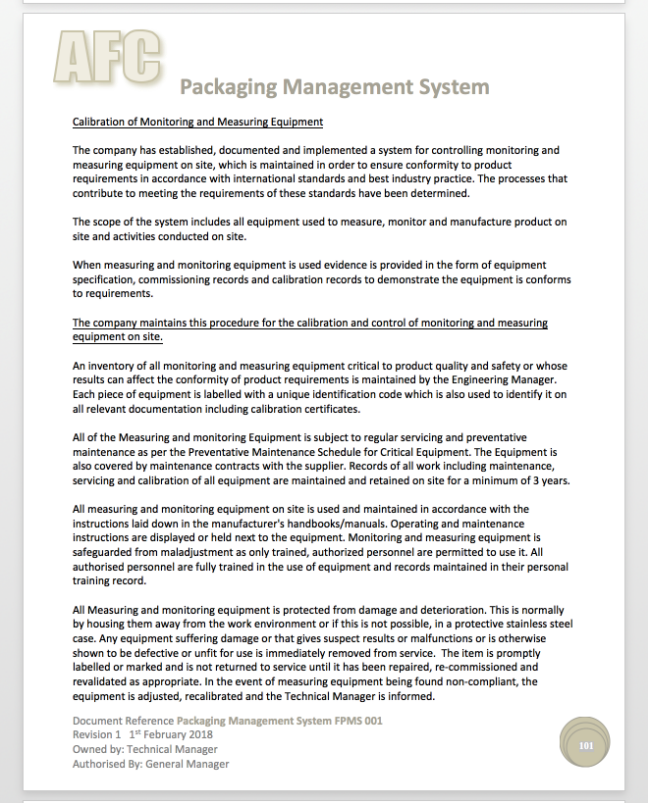
You can use Control of Non-Conforming Product or Equipment (in FPMS 001) as a template.

Task 40: A system is put in place to control products that are potentially unsafe including withdrawal procedures

You can use Product Recall Procedure (in FPMS 001) as a template.

Task 41: A system is put in place to control monitoring and measuring methods and monitoring devices

You can use Calibration (in FPMS 001) as a template.



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Packaging Management System

Calibration of Monitoring and Measuring Equipment

The company has established, documented and implemented a system for controlling monitoring and measuring equipment on site, which is maintained in order to ensure conformity to product requirements in accordance with international standards and best industry practice. The processes that contribute to meeting the requirements of these standards have been determined.

The scope of the system includes all equipment used to measure, monitor and manufacture product on site and activities conducted on site.

When measuring and monitoring equipment is used evidence is provided in the form of equipment specification, commissioning records and calibration records to demonstrate the equipment is conforms to requirements.

The company maintains this procedure for the calibration and control of monitoring and measuring equipment on site.

An inventory of all monitoring and measuring equipment critical to product quality and safety or whose results can affect the conformity of product requirements is maintained by the Engineering Manager. Each piece of equipment is labelled with a unique identification code which is also used to identify it on all relevant documentation including calibration certificates.

All of the Measuring and monitoring Equipment is subject to regular servicing and preventative maintenance as per the Preventative Maintenance Schedule for Critical Equipment. The Equipment is also covered by maintenance contracts with the supplier. Records of all work including maintenance, servicing and calibration of all equipment are maintained and retained on site for a minimum of 3 years.

All measuring and monitoring equipment on site is used and maintained in accordance with the instructions laid down in the manufacturer's handbooks/manuals. Operating and maintenance instructions are displayed or held next to the equipment. Monitoring and measuring equipment is safeguarded from maladjustment as only trained, authorized personnel are permitted to use it. All authorised personnel are fully trained in the use of equipment and records maintained in their personal training record.

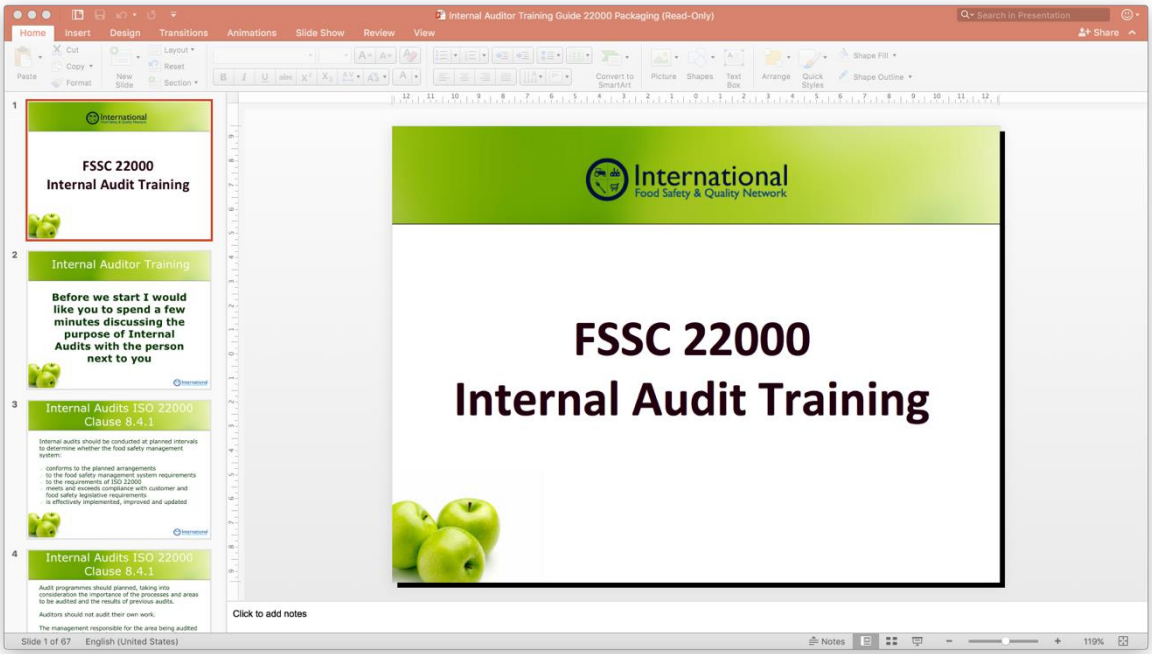
All Measuring and monitoring equipment is protected from damage and deterioration. This is normally by housing them away from the work environment or if this is not possible, in a protective stainless steel case. Any equipment suffering damage or that gives suspect results or malfunctions or is otherwise shown to be defective or unfit for use is immediately removed from service. The item is promptly labelled or marked and is not returned to service until it has been repaired, re-commissioned and revalidated as appropriate. In the event of measuring equipment being found non-compliant, the equipment is adjusted, recalibrated and the Technical Manager is informed.

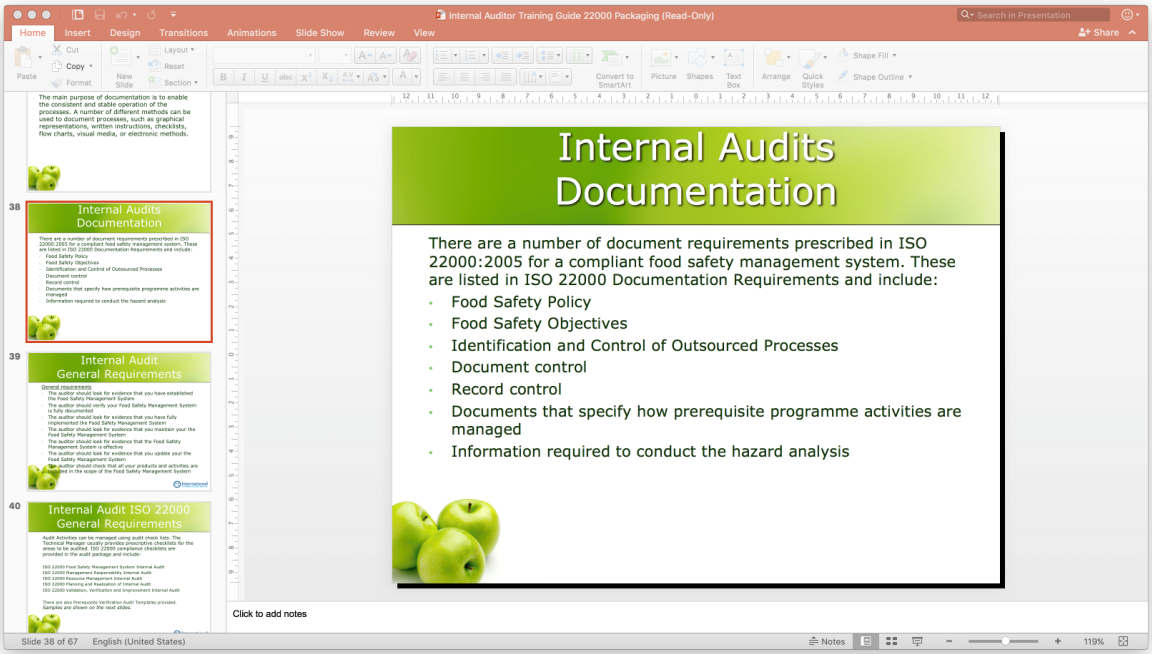
Document Reference Packaging Management System FPMS 001
Revision 1 1st February 2018
Owned by: Technical Manager
Authorised By: General Manager

101

Step Seven: Internal Audits

Included in the package is an ISO 22000 Internal Auditor Training Presentation plus a set of ISO 22000 internal auditing checklists that can be used to train your Internal Auditors.





Step Eight: Review and Updating

Task 47 The senior management team carry out Food Packaging Safety management reviews

Senior management should review the company management systems, at a minimum, annually to ensure their continuing suitability, adequacy and effectiveness.

The review should include assessing opportunity for improvements and the need for amendments to the systems. The proceedings of all reviews are to be documented.

The review meeting is normally chaired by the most Senior Manager and includes Senior Management from Technical, Operations, Engineering, Planning, Distribution and quality departments.

Review should inputs include:

- Review of the Food Packaging Safety Policy
- Review of Management Changes
- Minutes and Follow-up actions from previous review meetings
- Outstanding Non-conformances as a result of internal and external audits
- Results of external second and third-party audits
- Trend analysis of Customer and Supplier complaints
- Analysis of the results of verification activities including internal hygiene and HACCP plan verification audits
- Quality Key Performance Indicators Review and trend analysis
- Emergencies and Accidents
- Process performance and product conformity
- Corrective and preventive action status
- Food Packaging Safety incidents including allergen control and labelling, recalls, withdrawals, safety or legal issues
- Review of planning and development of the processes needed for the realisation of safe products including changes which could affect Food Packaging Safety and the HACCP Plan (including legislation changes and scientific information)
- Changes to policies and objectives
- Communication activities and effectiveness of communication
- Results of review and system updating
- Review of Resources and effectiveness of Training
- Recommended improvements

Stage 8 Final Steps to ISO 22000 Certification

There a few final steps to achieving ISO 22000 Certification:

- ✓ Carry out an assessment of your system to make sure that it meets the requirements of the ISO 22000 standard using our ISO 22000 Checklists
- ✓ Ensure any areas requiring corrective action are addressed
- ✓ Choose your Certification Body
- ✓ Make contact with the Certification Body
- ✓ Pre-assessment
- ✓ Formal assessment
- ✓ Certification
- ✓ Celebrate!
- ✓ Communicate your success!

Carry out an assessment of your system to make sure that it meets the requirements of the ISO 22000 standard using our ISO 22000 Checklists:

Using our comprehensive ISO 22000 Requirements Checklists assess your Food Packaging Safety Management System to ensure that you are satisfied that it meets the requirements of the standard:

Carry out an assessment of your system to make sure that it meets the requirements of ISO/TS 22002-4:

ISO/TS 22002-4:2011 CONFORMANCE ANALYSIS			
4. Construction and Layout of Buildings			
ISO/TS 22002-4 Requirements	Compliant		Comments
	Yes	No	
4.1 General requirements			
4.2 Environment			
4.3 Locations of establishments			
5. Layout of Premises Workspace			
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5.3 Internal structures and fittings			
5.4 Equipment			
5.5 Temporary/mobile structures			
5.6 Storage			
6. Utilities			
ISO/TS 22002-4 Requirements	Compliant		Comments
	Yes	No	
6.1 General requirements			
6.2 Water supply			
6.3 Air quality and ventilation			
6.4 Compressed air and other gases			

Ensure any areas requiring corrective action are addressed

The non-compliances identified in the assessment of compliance with ISO 22000 and ISO TS 22002-4 should be logged by the Food Packaging Safety Team Leader and the appropriate corrective action allocated and taken:

Date	ISO 22000/ISO TS 22002-4 Clause	Details of Non-Conformance	Identified by:	Corrective Action Required	Responsibility	Target completion Date	Date Completed