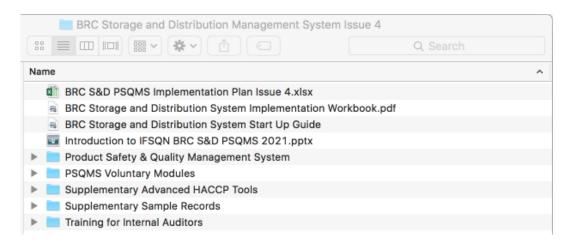
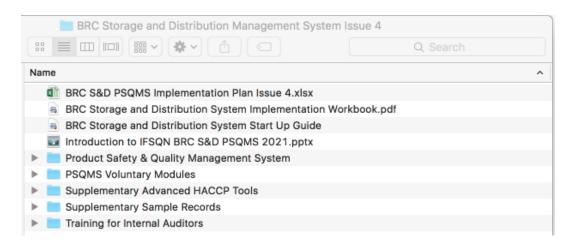


Welcome to the IFSQN BRC Storage and Distribution Product Safety & Quality Management System Implementation Package Start Up Guide which will guide you through the contents of the package.

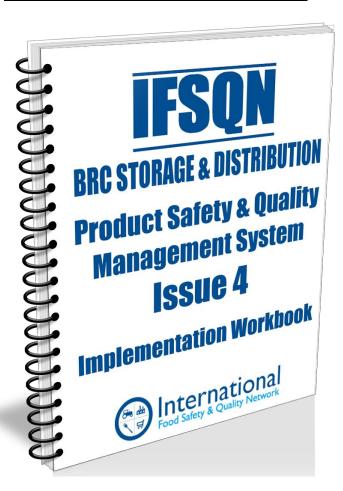
When you download the package, you will find this start up guide and 5 folders containing the package documents and tools:



#### **Back to the Package**

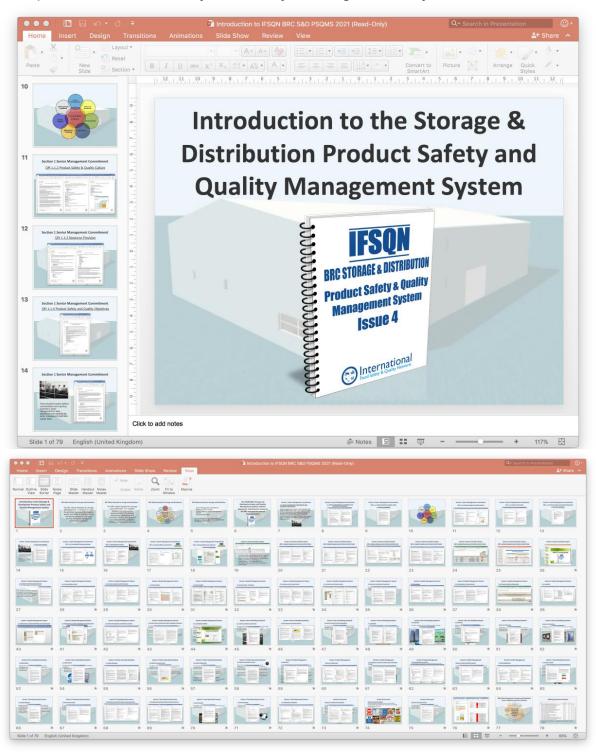


### The main document here is the BRC Storage and Distribution System Issue 4 Implementation Workbook



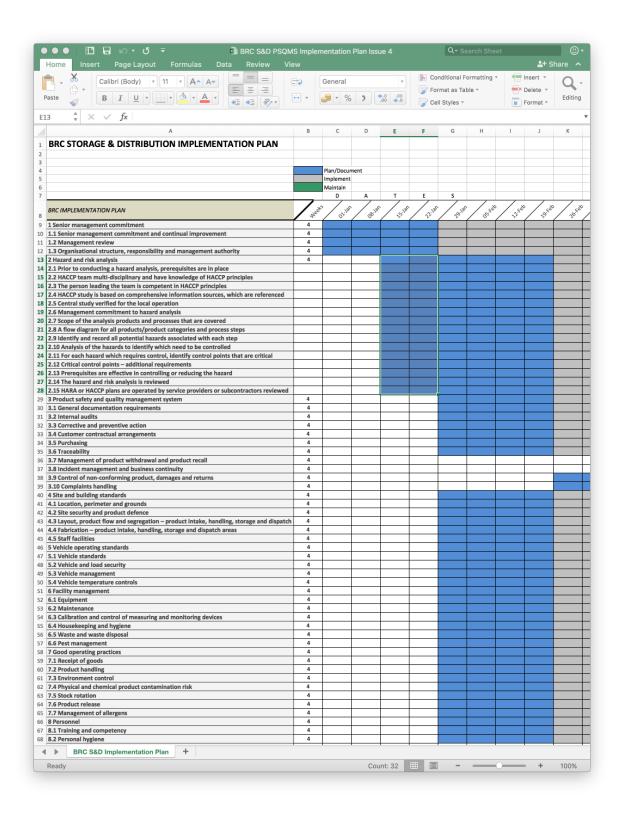
### Open the Introduction to the Product Safety & Quality Management System Training

This illustrated PowerPoint training module presentation will introduce the Product Safety & Quality Management System Templates to the management team as a start to the process of implementing a BRC Compliant Product Safety & Quality Management System.



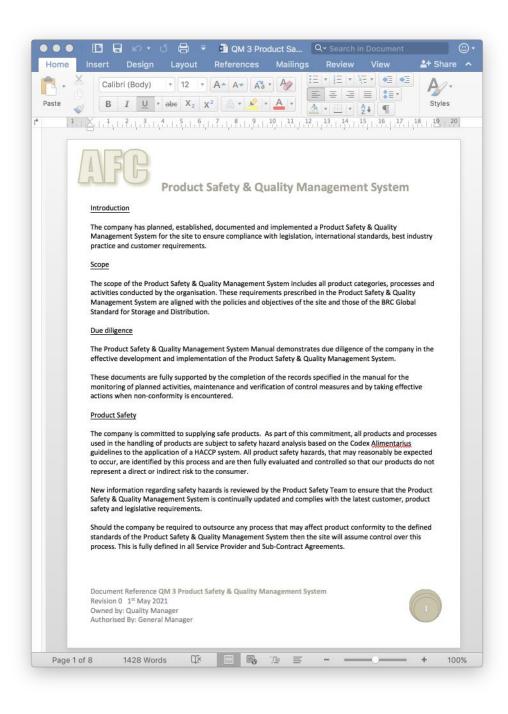
#### Open the Implementation Plan Template

Senior Management can use and adapt the Implementation Plan Template



#### Product Safety & Quality Management System

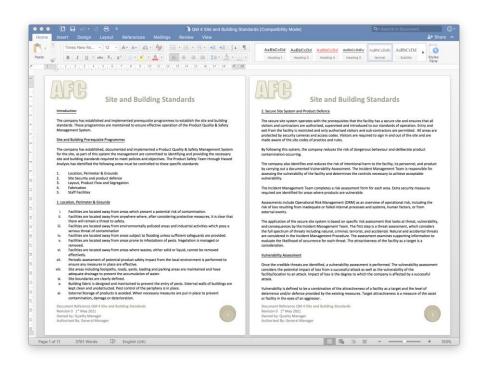
The Product Safety & Quality Management System includes a comprehensive BRC compliant documentation package. At this stage, you can choose to totally implement the procedures supplied or pick those that are applicable to your process. The procedural templates form the foundations of your Product Safety & Quality Management System so you don't have to spend 1,000's of hours writing compliant procedures:



#### Prerequisites & Site Standards

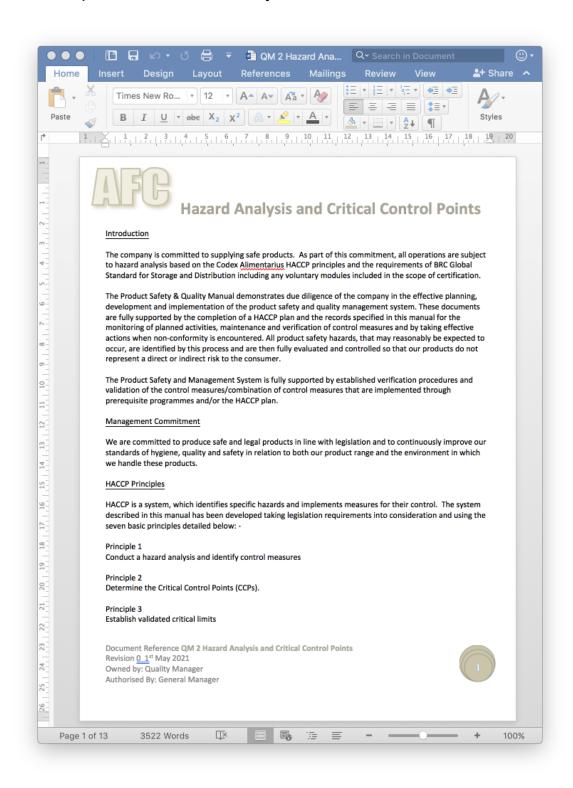
Procedural templates are provided that form the foundations of your Prerequisites and documented Site/Vehicle Standards:

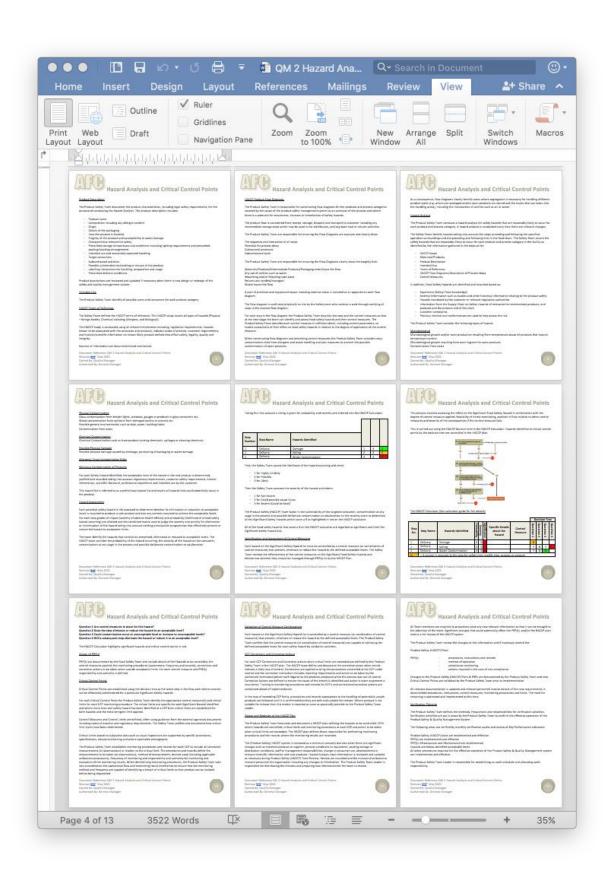
- QM 4 Site and Building Standards
- QM 5 Vehicle Operating Standards
- QM 6.1 Equipment Standards
- QM 6.2 Maintenance
- QM 6.3 Calibration
- QM 6.4 Housekeeping and Hygiene
- QM 6.5 Waste Management
- QM 6.6 Pest Management
- QM 7.1 Receipt of Goods
- QM 7.2 Product Handling
- QM 7.3 Environmental Control
- QM 7.4 Chemical and Physical Contamination Control Policy
- QM 7.4.1 Glass & Brittle Material Policy
- QM 7.4.2 Glass & Brittle Material Breakage Procedure
- QM 7.4.3 Allergen Control System
- QM 7.5 Stock Rotation
- QM 7.6 Product Release
- QM 8.1 Training and Competency
- QM 8.2 Personal Hygiene Policy
- QM 9 Open Products Hygiene Code of Practice



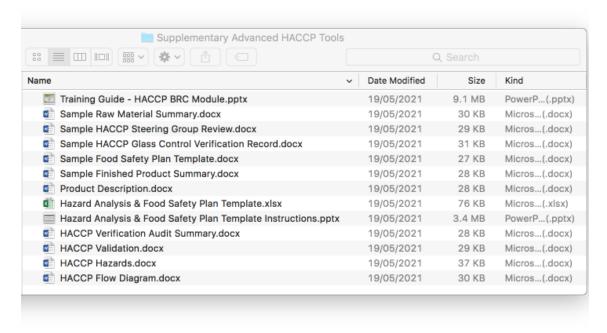
#### **HACCP Implementation**

There is a 13 page HACCP procedural template QM 2 Hazard Analysis and Critical Control Points to follow and supplementary document to assist in implementation and analysis:



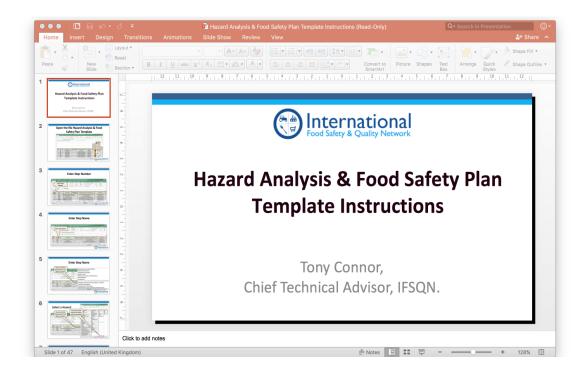


#### Open the Supplementary Advanced HACCP Tools folder

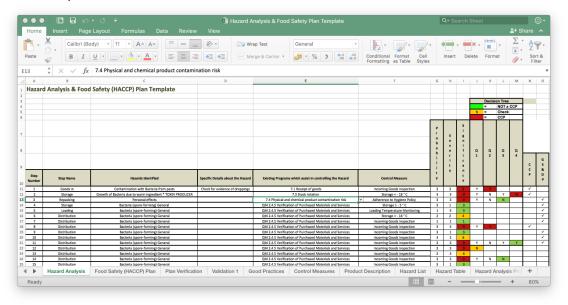


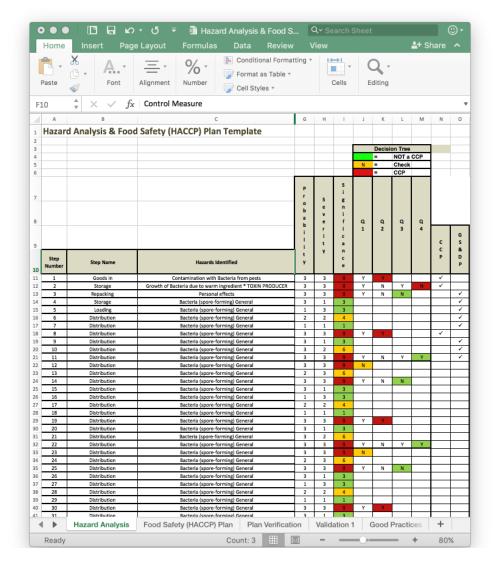
The tools include documents, a HACCP Training Presentation for the Product Safety Team and the Hazard Analysis & Food Safety Plan Template and Instructions

## Follow the Hazard Analysis & Food Safety Plan Template and Instructions

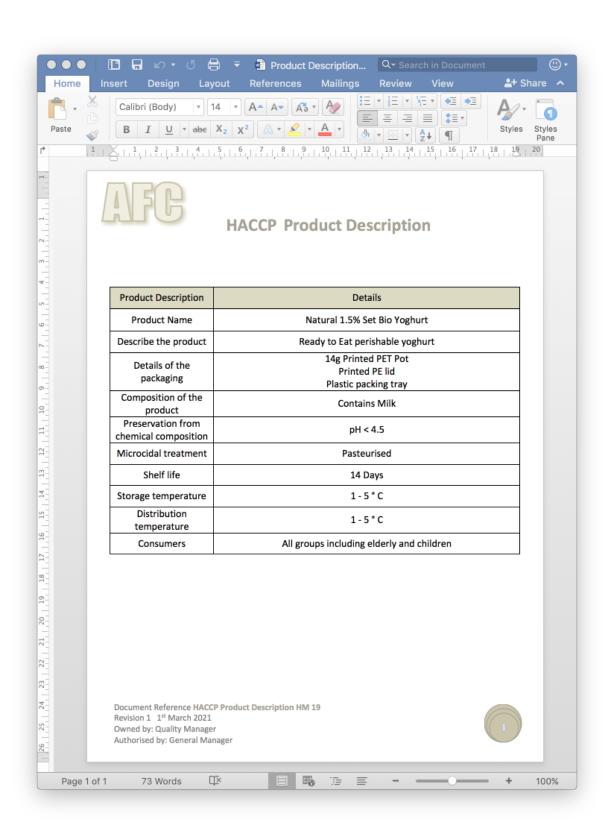


You can use the Hazard Analysis & Food Safety Plan Template (HACCP Calculator) to assist:



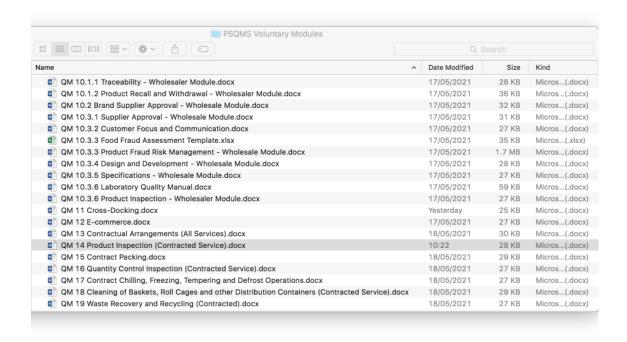


The folder also includes additional Sample HACCP Documents:



#### **Open the PSQMS Voluntary Modules Folder**

#### This folder contains document templates for the Voluntary Modules



- QM 10.1.1 Traceability Wholesaler Module
- QM 10.1.1 Product Recall and Withdrawal Wholesale Module
- QM 10.2 Brand Supplier Approval Wholesale Module
- QM 10.3.1 Supplier Approval Wholesaler Module
- QM 10.3.2 Customer Focus and Communication
- QM 10.3.3 Product Fraud Risk Management Wholesale Module
- QM 10.3.4 Design and Development Wholesale Module
- QM 10.3.5 Specifications Wholesale Module
- QM 10.3.6 Product Inspection Wholesale Module
- QM 10.3.6 Laboratory Quality Manual
- QM 11 Cross-Docking
- QM 12 E-commerce

