



This is our premiere package for Food Manufacturers looking to achieve certification to FSSC 22000 for Food Safety Management Systems. Food Safety System Certification (FSSC) 22000 is a Global Food Safety Initiative (GFSI) approved certification scheme for food manufacturers based on the integration of the ISO 22000 food safety management standard and Technical Specification TS ISO 22002 part 1 Prerequisite Programmes for Food Manufacturers.

This version also complies with Food Safety System Certification (FSSC) 22000 requirements for certification version 4.1 published July 2017

This really is our most complete documentation, project implementation and training support system an all in one easy to use package.

The IFSQN FSSC 22000 Implementation Package

The IFSQN FSSC 22000 Implementation Package includes:

- ✓ Food Safety Management System Procedures
- ✓ Food Safety Management System Records
- ✓ Prerequisite Programmes Manual
- ✓ Operational Prerequisite Programmes Manual
- ✓ HACCP Manual including the ISO 22000 HACCP Calculator
- ✓ A free online Implementing ISO & FSSC 22000 Training Course
- ✓ Training Presentations covering ISO 22000, HACCP and Internal Audits
- ✓ ISO 22000/TS ISO 22002/CODEX Gap Analysis Checklists
- ✓ Project 22000 Support Package containing all the project tools you will need to achieve ISO 22000 or FSSC 22000 certification and our comprehensive FSSC 22000 Implementation Workbook
- ✓ Allergen Management Module & Risk Assessment Tool
- ✓ Supplier Risk Assessment Tool
- ✓ Product Development Module
- ✓ Unannounced Audit Guidance
- ✓ Complaint Management Guidelines & Analyser
- ✓ Hygiene Inspection Training
- ✓ Verification Schedule Risk Assessment Tool and Template
- ✓ Food Fraud Prevention Procedures and Raw Material Food Fraud Assessment Tool
- ✓ Free online support via e-mail

The IFSQN FSSC 22000 Implementation Package

Food Safety Management System

The Food Safety Management System contains a comprehensive ISO 22000 & 22002 documentation package that is ready to implement:

- ✓ Food Safety Quality Manual containing a set comprehensive procedures and record templates
- ✓ HACCP Manual containing food safety procedures and our unique HACCP Calculator
- ✓ Prerequisite Programmes Manual
- ✓ Operational Prerequisite Programmes Manual
- ✓ Laboratory manual including sample procedures and records

Food Safety Manual

The Food Safety Manual* contains comprehensive top level procedures templates that match the clauses of the ISO 22000 standard and forms the foundation of your Food Safety Quality Management System so you don't have to spend 1,000's of hours writing compliant procedures.

Below is a table that shows how the documents match the requirements of the ISO 22000 standard with the Food Safety Management System provided to assist you in implementing the system and understanding the requirements of the standard.

Food Safety Management System	
Section 4.1	Introduction to the Food Safety Management System
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	The Food Safety Management System
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	Document Control Procedure

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	Record Control Procedure
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Section 8.4	Food Safety Quality Management System Verification, Validation and Improvement and Updating
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	Evaluation of Individual Verification Results
	Analysis of Results of Verification Activities
	Continual Improvement
	Customer Satisfaction
	Food Safety Quality Management System Updating

AFC Food Safety Management System

4.1 Introduction to the Food Safety Management System

The company has planned, established, documented and implemented a food safety management system for the site, which is maintained in order to continually improve its effectiveness in accordance with legislation, international standards and best industry practice. The company has planned and developed the processes that contribute to meeting the requirements of these standards and producing safe products.

Scope

The scope of the Food Safety Management System includes all product categories, processes and activities conducted on site and any outsourced activities. These requirements are aligned with the policies and objectives of the site and include those of the following standards:

Food Safety - ISO 22000
Food Safety - ISO 22002-1

Due diligence


The Food Safety Manual demonstrates due diligence of the company in the effective development and implementation of the food safety management system. These documents are fully supported by the completion of the records specified in this manual for the monitoring of planned activities, maintenance and verification of control measures and by taking effective actions when non-conformity is encountered.

Food Safety

The company is committed to supplying safe products for consumption. As part of this commitment, all products and processes used in the manufacture of food products are subject to food safety hazard analysis based on the Codex Alimentarius guidelines to the application of a HACCP system. All food safety hazards, that may reasonably be expected to occur, are identified by this process and are then fully evaluated and controlled so that our products do not represent a direct or indirect risk to the consumer. New information regarding food safety hazards is continually reviewed by the Food Safety team to ensure that the Food Safety Management System is continually updated and complies with the latest food safety requirements.

Should the company be required to outsource any process that may affect product conformity to the defined standards of the Food Safety Management System then the site will assume control over this process. This is fully defined in all Sub-Contract Agreements.

Document Reference Food Safety Quality Management System
Revision 1 15th August 2017
Owned by: Technical Manager
Authorised By: General Manager




FSQMS Record Templates

The Food Safety Manual includes 60 record templates that support your Food Safety Management System procedures:

- QMR 001 Management Review Minutes
- QMR 002 Training Record
- QMR 003 Product Release Record
- QMR 004 Design and Development Records
- QMR 005 Supplier Assessment Record
- QMR 006 Validation Record
- QMR 007 Identification and Traceability Record
- QMR 008 Register of Customer Property
- QMR 009 Calibration Record
- QMR 010 Internal Audit Record
- QMR 011 Records of Non-Conforming Product
- QMR 012 Corrective Action Request Form
- QMR 013 Preventative Action Request Form
- QMR 014 Supplier Self-Assessment and Approval Form
- QMR 015 Equipment Commissioning Record
- QMR 016 Return to Work Form
- QMR 017 Hygiene Policy Staff Training Record
- QMR 018 Complaint Investigation Form
- QMR 019 Prerequisite Audit Checklist
- QMR 020 Knife Control Record
- QMR 021 Knife Breakage Report
- QMR 022 Goods in Inspection Record
- QMR 023 Equipment Cleaning Procedure
- QMR 024 Glass and Brittle Plastic Breakage Record
- QMR 025 Metal Detection Record
- QMR 026 First Aid Dressing Issue Record
- QMR 027 Cleaning Schedule
- QMR 028 Cleaning Record
- QMR 029 Engineering Hygiene Clearance Record
- QMR 030 Glass and Brittle Plastic Register
- QMR 031 GMP Audit Checklist
- QMR 032 Vehicle Hygiene Inspection Record
- QMR 033 Outgoing Vehicle Inspection Record
- QMR 034 Pre-Employment Medical Questionnaire
- QMR 035 Visitor Questionnaire
- QMR 036 Product Recall Record
- QMR 037 Shelf Life Confirmation Record

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- QMR 038 Accelerated Keeping Quality Log
- QMR 039 Goods In QA Clearance Label
- QMR 040 Maintenance Work Hygiene Clearance Form
- QMR 041 Changing Room Cleaning Record
- QMR 042 Colour Coding Red Process Areas
- QMR 043 Daily Cleaning Record for Toilets and Changing Rooms
- QMR 044 Drain Cleaning Procedure Filler Areas
- QMR 045 General Cleaning Procedure
- QMR 046 Product QA Clearance Label
- QMR 047 CIP Programmes Log
- QMR 048 Sample Filler Cleaning Record
- QMR 049 Pipe Diameter Flow Rate Conversion Table
- QMR 050 QC Online Check Sheet
- QMR 051 Non-Conformance Notification
- QMR 052 CIP Chemical Log
- QMR 053 Double Hold Label
- QMR 054 Supplier Register
- QMR 055 Chemical Register
- QMR 056 Non-Approved Supplier Sample Plan
- QMR 057 Warehouse Cleaning Record
- QMR 058 Product Recall Trace
- QMR 059 Product Recall Test Record
- QMR 060 Document Master List




Product Release Record

Header												Close
Date	Product	Type	Code	Best Before	Size	Product Analysis Results				Authorized For Release	Sign	
						Weight +/- 1g	Temp +/- 1 C	AW Max 20%	Seal Pass/ Fail			

Product must meet specification for release. Only Authorised Laboratory Staff can release products.

Footer Close

Document Reference Product Release Record QMR 003
Revision 1 8th September 2017
Owned by: Technical Manager
Authorised By: General Manager



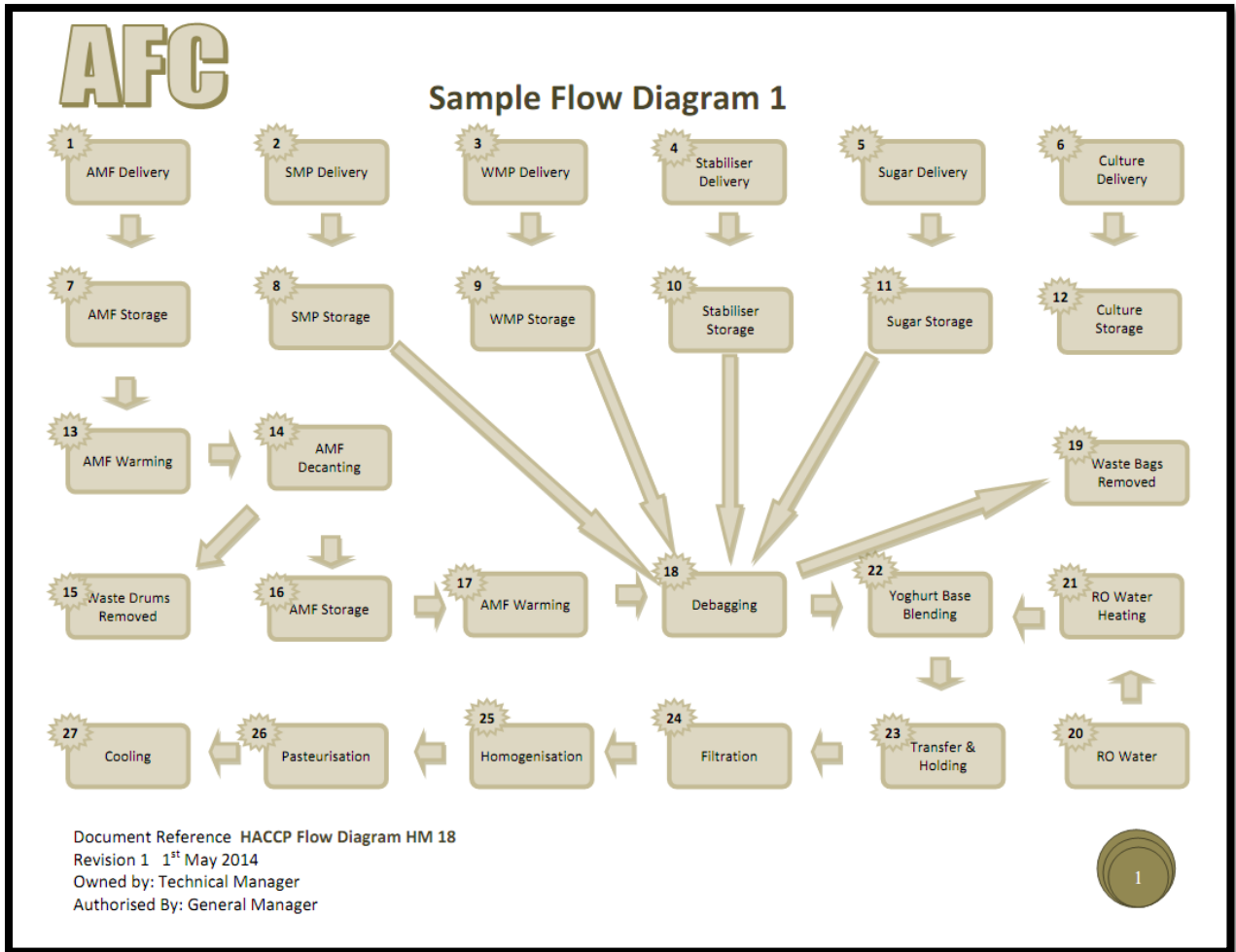
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HACCP Manual containing the ISO 22000 HACCP Calculator

The HACCP System is implemented by following the HACCP Manual procedures:

- HM 1 HACCP System
- HM 2 HACCP Team
- HM 3 HACCP Prerequisites
- HM 4 HACCP Scope and Product Information
- HM 5 HACCP Intended Use
- HM 6 HACCP Flowcharts
- HM 7 HACCP Flowchart Verification
- HM 8 Hazard Identification
- HM 9 Hazard Assessment
- HM 10 Identification and Assessment of Control Measures
- HM 11 Identification of Critical Control Points (CCPs)
- HM 12 Establishing Critical Limits for each CCP
- HM 13 Establishing a Monitoring System for each CCP
- HM 14 Establishing a Corrective Action Plan
- HM 15 Establishing Verification Procedures
- HM 16 Establishing HACCP Documents and Records
- HM 17 Review of the HACCP Plan
- HM 18 Flow Diagram
- HM 19 Product Description
- HM 20 Hazards
- HM 21 HACCP Validation
- HM 22 HACCP Plan
- HM 23 HACCP Verification Audit Summary
- HM 24 HACCP Instruction 1
- HM 25 HACCP Instruction 2
- HM 26 Hazard Instruction 3
- HM 27 HACCP Definitions
- HM 28 HACCP Verification Record
- HM 29 HACCP Steering Group Review
- HM 30 Raw Material Summary
- HM 31 Finished Product Summary
- HM 32 Decision Tree
- HM 33 HACCP Planner

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HACCP Calculator ISO 22000 Instructions

HAZARD ANALYSIS AND CRITICAL CONTROL POINT CALCULATOR

What is the effect on hazard relative to the strictness applied?
 Select from drop down list:
 Eliminates the hazard
 Significant reduction
 Some reduction
 Little effect

Step Number	Step Name	Hazards Identified	Specific Details about the Hazard	Existing Prerequisite Programmes which assist in controlling the Hazard	Control Measure	Pr	Se	Si	B	Assessment of control measures										
										ability	verity	gnificance	likelihood	effectiveness	residual	control	measures			
1	AMF Delivery	Bacteria (spore-forming) General		1. Hygiene and Housekeeping	Pasteurisation > 71.7 °C > 15 seconds	3	3	3	3	cant red	red	100	of the	the	Varia	quing	the	but	in com	
1	AMF Delivery	Listeria monocytogenes		Hygiene General	Storage 1 - 5 °C	3	3	3	3	cant red	red	100	of pro	cess	allens	fe	three	the	but	same g
1	AMF Delivery	Personal effects		Protective Work Wear	Storage < - 18 °C	3	3	3	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Wood		4. Storage Prerequisite Programme	Filtration 1mm maximum	3	1	3	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Nuts		Identification and segregation of allergens during storage	Filtration 3mm maximum	1	3	3	3	tle effe	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Stones		2. Manufacturing Control	CIP to specification	2	2	4	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Allergens		Glass Breakage and Investigation Procedures	Hot Water Disinfection	1	1	1	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Cryptosporidium parvum		5. Stock Control	Incubation pH Control	3	3	3	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Contamination with Bacteria from Pests		9. Pest Control	Positive Release of Finished product for micro	3	1	3	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Antibiotics		2. Supplier Approval and Monitoring	CIP to specification	3	2	6	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	
1	AMF Delivery	Staphylococcus aureus		Personnel Hygiene Facilities	Filtration 3mm maximum	3	3	3	3	cant red	red	100	of pro	cess	allens	quing	the	but	same g	

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Prerequisite Programmes Manual

Name	Date Modified	Size	Kind
PRP 5.4 Equipment Design and Location.docx	29 Aug 2017, 12:55	26 KB	Micros...(docx)
PRP 5.5 Laboratory Facilities.docx	29 Aug 2017, 12:55	26 KB	Micros...(docx)
PRP 5.6 Temporary Structures and Vending Machine Facilities.docx	29 Aug 2017, 12:55	26 KB	Micros...(docx)
PRP 5.7 Storage.docx	29 Aug 2017, 12:54	31 KB	Micros...(docx)
PRP 6.1 Site Services.docx	29 Aug 2017, 13:23	27 KB	Micros...(docx)
PRP 6.2 Control of Water Supply.docx	29 Aug 2017, 13:22	27 KB	Micros...(docx)
PRP 6.3 Control of Boiler Chemicals.docx	29 Aug 2017, 13:22	26 KB	Micros...(docx)
PRP 6.4 Control of Air Supply.docx	29 Aug 2017, 13:24	27 KB	Micros...(docx)
PRP 6.5 Control of Compressed Air and Gases.docx	29 Aug 2017, 13:20	27 KB	Micros...(docx)
PRP 6.6 Lighting.docx	29 Aug 2017, 13:19	26 KB	Micros...(docx)
PRP 7.1 Waste Management.docx	29 Aug 2017, 13:18	27 KB	Micros...(docx)
PRP 7.2 Waste Container Management.docx	29 Aug 2017, 13:18	29 KB	Micros...(docx)
PRP 7.3 Waste Disposal.docx	29 Aug 2017, 13:17	27 KB	Micros...(docx)
PRP 7.4 Drainage Systems.docx	29 Aug 2017, 13:17	29 KB	Micros...(docx)
PRP 8.1 Equipment Prerequisite Programmes.docx	29 Aug 2017, 13:16	27 KB	Micros...(docx)
PRP 8.2 Equipment Hygienic Design.docx	29 Aug 2017, 13:24	27 KB	Micros...(docx)
PRP 8.3 Food Contact Surfaces.docx	29 Aug 2017, 13:16	27 KB	Micros...(docx)
PRP 8.4 Monitoring Equipment.docx	29 Aug 2017, 13:15	27 KB	Micros...(docx)
PRP 8.5 Equipment Cleaning.docx	29 Aug 2017, 13:14	27 KB	Micros...(docx)
PRP 8.6 Appendix Maintenance Procedure.docx	29 Aug 2017, 13:42	28 KB	Micros...(docx)
PRP 8.6 Maintenance Prerequisite Programmes.docx	29 Aug 2017, 13:40	28 KB	Micros...(docx)
PRP 9.1 Purchasing Prerequisite Programmes.docx	29 Aug 2017, 13:33	27 KB	Micros...(docx)
PRP 9.2 Supplier Approval and Monitoring.docx	Today, 13:21	293 KB	Micros...(docx)
PRP 9.3 Control of Incoming Materials.docx	Today, 12:43	31 KB	Micros...(docx)
PRP 9.4 Food Fraud Prevention	Today, 12:19	422 KB	Micros...(docx)
PRP 9.4A Food Fraud Raw Material Assessment Calculator	Today, 12:22	28 KB	Micros...(xlsx)
PRP 10.1 Prevention of Contamination.docx	29 Aug 2017, 13:39	29 KB	Micros...(docx)
PRP 10.2 Prevention of Microbiological Contamination.docx	29 Aug 2017, 13:27	27 KB	Micros...(docx)
PRP 10.3 Allergen Control.docx	Today, 13:46	30 KB	Micros...(docx)
PRP 10.4 Prevention of Physical Contamination.docx	29 Aug 2017, 13:37	28 KB	Micros...(docx)
PRP 11.1 Cleaning Prerequisite Programmes.docx	29 Aug 2017, 13:36	25 KB	Micros...(docx)
PRP 11.2 Cleaning Agents and Equipment.docx	29 Aug 2017, 13:35	25 KB	Micros...(docx)
PRP 11.3 Cleaning Procedures.docx	29 Aug 2017, 13:35	25 KB	Micros...(docx)
PRP 11.4 CIP Systems Prerequisites.docx	29 Aug 2017, 13:34	25 KB	Micros...(docx)
PRP 11.5 Monitoring of Cleaning Effectiveness.docx	Today, 13:05	24 KB	Micros...(docx)
PRP 12 Management of Pest Control.docx	30 Aug 2017, 19:15	36 KB	Micros...(docx)
PRP 12.1 Pest Control Prerequisites.docx	30 Aug 2017, 19:15	27 KB	Micros...(docx)
PRP 12.2 Pest Control Programme.docx	30 Aug 2017, 19:16	26 KB	Micros...(docx)
PRP 12.3 Prevention of Pest Access.docx	30 Aug 2017, 19:19	27 KB	Micros...(docx)
PRP 12.4 Prevention of Pest Harbourage.docx	30 Aug 2017, 19:20	24 KB	Micros...(docx)
PRP 12.5 Pest Monitoring.docx	30 Aug 2017, 19:21	28 KB	Micros...(docx)
PRP 12.6 Pest Eradication.docx	30 Aug 2017, 19:22	28 KB	Micros...(docx)
PRP 13 Hygiene Code of Practice.docx	30 Aug 2017, 19:28	37 KB	Micros...(docx)
PRP 13.1 Personal Hygiene and Personnel Facilities Prerequisites.docx	30 Aug 2017, 19:29	26 KB	Micros...(docx)
PRP 13.2 Personnel Hygiene Facilities.docx	30 Aug 2017, 19:29	25 KB	Micros...(docx)
PRP 13.3 Personnel Canteen Facilities.docx	30 Aug 2017, 19:30	25 KB	Micros...(docx)
PRP 13.4 Protective Work Wear.docx	30 Aug 2017, 19:32	26 KB	Micros...(docx)
PRP 13.5 Medical Screening.docx	30 Aug 2017, 19:32	25 KB	Micros...(docx)
PRP 13.6 Illness Reporting Systems.docx	30 Aug 2017, 19:06	27 KB	Micros...(docx)
PRP 13.7 Personal Cleanliness.docx	30 Aug 2017, 19:03	25 KB	Micros...(docx)
PRP 13.8 Personal Behaviour.docx	30 Aug 2017, 19:02	25 KB	Micros...(docx)
PRP 13.9 Control of Visitors and Sub-Contractors.docx	30 Aug 2017, 19:01	32 KB	Micros...(docx)
PRP 14.1 Rework Prerequisite Programmes.docx	30 Aug 2017, 19:38	25 KB	Micros...(docx)
PRP 14.2 Rework Storage Identification and Traceability.docx	30 Aug 2017, 19:39	25 KB	Micros...(docx)
PRP 14.3 Rework Usage Prerequisites.docx	30 Aug 2017, 19:40	25 KB	Micros...(docx)
PRP 15.1 Product Recall Prerequisite Programmes.docx	30 Aug 2017, 19:40	28 KB	Micros...(docx)
PRP 15.2 Product Recall Procedure Prerequisites.docx	30 Aug 2017, 19:41	26 KB	Micros...(docx)
PRP 16.1 Storage Prerequisites.docx	30 Aug 2017, 19:42	26 KB	Micros...(docx)
PRP 16.2 Warehousing Prerequisites.docx	30 Aug 2017, 19:43	31 KB	Micros...(docx)
PRP 16.3 Appendix - Despatch and Distribution Procedure.docx	30 Aug 2017, 19:44	26 KB	Micros...(docx)
PRP 16.3 Despatch and Distribution Prerequisites.docx	30 Aug 2017, 19:45	29 KB	Micros...(docx)
PRP 17.1 Product Information Prerequisites.docx	30 Aug 2017, 19:45	27 KB	Micros...(docx)
PRP 17.2 Product Labelling Controls.docx	Today, 13:28	32 KB	Micros...(docx)
PRP 18.1 Food Defence System.docx	4 Sep 2017, 22:31	39 KB	Micros...(docx)
PRP 18.2 Access Controls.docx	30 Aug 2017, 19:33	27 KB	Micros...(docx)
PRP Verification	4 Sep 2017, 21:21	--	Folder

The IFSQN FSSC 22000 Implementation Package

A comprehensive set of prerequisite programmes templates that you can use to define your Infrastructure and Maintenance Standards and including those defined in Technical Specification ISO 22002:2009 Part 1 Prerequisite programmes on food safety for food manufacturing:

- PRP 1 Prerequisite Programmes
- PRP 2 HACCP Prerequisite Programmes
- PRP 3 Manufacturing Control Prerequisite Programmes
- PRP 4.1 Design and Construction of Buildings
- PRP 4.2 Environment Prerequisite Programmes
- PRP 4.3 Site Location and Standards
- PRP 5.1 Layout of Premises and Workspace
- PRP 5.2 Internal Design and Layout
- PRP 5.3 Internal Structure
- PRP 5.4 Equipment Design and Location
- PRP 5.5 Laboratory Facilities
- PRP 5.6 Temporary Structures and Vending Machine Facilities
- PRP 5.7 Storage
- PRP 6.1 Site Services
- PRP 6.2 Control of Water Supply
- PRP 6.3 Control of Boiler Chemicals
- PRP 6.4 Control of Air Supply
- PRP 6.5 Control of Compressed Air and Gases
- PRP 6.6 Lighting
- PRP 7.1 Waste Management
- PRP 7.2 Waste Container Management
- PRP 7.3 Waste Disposal
- PRP 7.4 Drainage Systems
- PRP 8.1 Equipment Prerequisite Programmes
- PRP 8.2 Equipment Hygienic Design
- PRP 8.3 Food Contact Surfaces
- PRP 8.4 Monitoring Equipment
- PRP 8.5 Equipment Cleaning
- PRP 8.6 Maintenance Prerequisite Programmes
- PRP 8.6 Appendix Maintenance Procedure
- PRP 9.1 Purchasing Prerequisite Programmes
- PRP 9.2 Supplier Approval and Monitoring
- PRP 9.3 Control of Incoming Materials
- PRP 10.1 Prevention of Contamination
- PRP 10.2 Prevention of Microbiological Contamination
- PRP 10.3 Allergen Control System
- PRP 10.4 Prevention of Physical Contamination
- PRP 11.1 Cleaning Prerequisite Programmes

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- PRP 11.2 Cleaning Agents and Equipment
- PRP 11.3 Cleaning Procedures
- PRP 11.4 CIP Systems Prerequisites
- PRP 11.5 Monitoring of Cleaning Effectiveness
- PRP 12 Management of Pest Control including:
 - Pest Control Prerequisites
 - Pest Control Programme
 - Prevention of Pest Access
 - Prevention of Pest Harbourage
 - Pest Monitoring
 - Pest Eradication
- PRP 13 Hygiene Code of Practice
 - PRP 13.1 Personal Hygiene and Personnel Facilities Prerequisites
 - PRP 13.2 Personnel Hygiene Facilities
 - PRP 13.3 Personnel Canteen Facilities
 - PRP 13.4 Protective Work Wear
 - PRP 13.5 Medical Screening
 - PRP 13.6 Illness Reporting Systems
 - PRP 13.7 Personal Cleanliness
 - PRP 13.8 Personal Behaviour
 - PRP 13.9 Control of Visitors and Sub-Contractors
- PRP 14.1 Rework Prerequisite Programmes
- PRP 14.2 Rework Storage Identification and Traceability
- PRP 14.3 Rework Usage Prerequisites
- PRP 15.1 Product Recall Prerequisite Programmes
- PRP 15.2 Product Recall Procedure Prerequisites
- PRP 16.1 Storage Prerequisites
- PRP 16.2 Warehousing Prerequisites
- PRP 16.3 Despatch and Distribution Prerequisites
- PRP 16.3 Appendix - Despatch and Distribution Procedure
- PRP 17.1 Product Information Prerequisites
- PRP 17.2 Product Labelling Controls
- PRP 18.1 Food Defence System
- PRP 18.2 Access Controls

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PRP 12 Management of Pest Control [Compatibility Mode]

Home Insert Design Layout References Mailings Review View

Print Layout Web Layout Draft Outline Ruler Gridlines Navigation Pane Zoom Zoom to 100% Page Width One Page Multiple Pages New Window Arrange All Split Switch Windows Macros

AFC Management of Pest Control

Introduction

The company has established, documented and implemented a pest control system for the site as part of the prerequisite programmes in order to meet the requirements of the Food Safety Quality Management System.

Procedure

The company operates a proactive system for the prevention of contamination of products by pests and ensures there are effective controls and processes in place to minimise pest activity. This includes ensuring an integrated pest management system is effectively implemented. This procedure is used in conjunction with written Prerequisites and HACCP plans to ensure adequate pest control. The Hazards Associated with pests are the contamination of food by bacteria from pests and their droppings and also unwanted contamination of food with pests' bodies, eggs, hairs or droppings. At the factory design stage measures are taken to reduce the risk of contamination by aiming to restrict the access of pests on site.

Raw materials, packaging and finished products are stored so as to minimise the risk of infestation. Where stored product pests are considered a risk, appropriate measures are included in the control programme. All incoming goods are inspected for pest infestation. Process equipment handling raw materials vulnerable to infestation is identified and scheduled inspection undertaken.

All buildings are required to be adequately proofed to prevent the access of pests as described in:

- PRP 4.1 Design and Construction of Buildings Prerequisite Programmes
- PRP 4.3 Site Location and Standards Prerequisite Programmes
- PRP 5.1 Layout of Premises and Workspace Prerequisite Programmes
- PRP 5.3 Internal Structure Prerequisite Programmes

Waste is managed as per procedures for Waste Disposal and Waste Management to prevent the accumulation of debris and waste on site to prevent the attraction of pests.

In order to prevent risk of contamination no animals are allowed on site.

The company employs a Pest Control Association registered pest control contractor to implement a pest control programme and maintain the site free from pest contamination.

The contract agreement defines:

- company and contractor key contact personnel
- description of contracted services and how they will be completed
- term of the contract

Document Reference Management of Pest Control PRP 12
Revision 1 28th March 2017
Owned by: Technical Manager
Authorised By: General Manager

AFC Management of Pest Control

- equipment and material storage specifications
- a complete inventory of pesticides (must be approved by the regulatory authority for use in a food facility) including safety data sheets detailing the safe use and application of baits and other materials such as insecticide sprays or fumigants
- emergency call out procedures
- records to be maintained
- requirement to notify facility of any changes in service or materials used
- Authorised service personnel including evidence of competency by exam from a recognized organization or regulatory authority

The contracted service provides:

- monthly site visits and inspections including service records describing current levels of pest activity and recommendations for taking Corrective Actions.
- Inspections including the periphery and internal and external buildings
- the provision of a plan/diagram of the site showing the location of all pest control monitoring and prevention measures
- Flying insect controls including fly killing units
- emergency 24 hour call-out service
- quarterly biologist inspection reports, visit and trend reports with recommendations
- a current copy of the certificate of insurance that specifies the liability coverage
- Spill control materials and procedures
- Safety Data Sheet information to ensure proper usage of pesticide chemicals.

Both the contract and service agreement information are held in the Pest Control File which is managed by the Technical Manager who has overall responsibility for pest control on site.

Before agreeing to a contract the Technical Manager verifies that the pest control contractor is qualified. Copies of training records and qualifications are held in the pest control file for each person who performs pest management services on site. At the start of the contract a detailed survey of the entire facility is completed by a qualified Field Biologist and the results are documented and used to determine placement of monitoring devices.

Exterior Bait Stations

Exterior rodent bait stations are set up to deter rodents from entering the facility. Based on the detailed facility survey, exterior bait stations are placed along the foundation walls on the exterior of the facility and along the site boundaries. Exterior bait stations containing rodenticides are tamper resistant, anchored in place, locked, and labelled. All exterior bait stations are inspected at least monthly. The bait stations are checked more often when activity levels increase. Baits are secured inside bait stations, in

Document Reference Management of Pest Control PRP 12
Revision 1 28th March 2017
Owned by: Technical Manager
Authorised By: General Manager

AFC Management of Pest Control

good condition, and replaced as needed. Bait stations are placed at intervals of 15 m although areas of high rodent activity may have a higher concentration of bait stations.

Prevention of Pest Harborage

The following standards are applied for the Prevention of Pest Harborage:

- Buildings are proofed to prevent the access of pests.
- Storage facilities and practices are designed to minimise the availability of food and water to pests.
- All raw materials are inspected on delivery for signs of pest activity or contamination
- Any materials found to be infested is immediately quarantined to prevent contamination of other materials, products or the establishment and the Technical Manager informed.
- Grounds are maintained and vegetation tended
- Areas for potential pest harborage are removed including the management and removal of waste
- Any materials that are stored outside are protected from weather, pest contamination and damage

Interior Monitoring

Based on the detailed Field Biologist survey, interior monitoring devices are placed in strategic sensitive areas specific to the rodent species, and other areas of pest activity, including:

- Raw material warehouse
- Maintenance workshop
- Finished product warehouse
- Areas with the potential for rodent access due to traffic
- Overhead areas when roof rat activity is evident
- High traffic areas
- Doors that open to the exterior of the facility

Interior rodent monitoring devices identify and capture rodents that gain access to the facility. Toxic baits are not used for interior monitoring. Bait are not used inside ingredient or food storage areas or processing areas, indicator baits that conform to local regulations are used inside processing areas. Interior monitoring devices are placed along perimeter walls at a distance of 30m and secured in position. Spacing is reduced and the number of traps is increased when there are increased pest activity levels. Interior monitoring devices are inspected at least weekly.

Document Reference Management of Pest Control PRP 12
Revision 1 28th March 2017
Owned by: Technical Manager
Authorised By: General Manager

AFC Management of Pest Control

Interior monitoring devices include:

- Mechanical traps
- Glue boards
- Gassing traps
- Live cage traps
- See-saw tubes
- Electrocution traps
- Extended trigger traps that send alert e-mails or text messages

Electronic Flying Insect Killing Units (EFKs)

EFKs assist in the identification and monitoring of flying insects. For food safety purposes all EFKs have shatter resistant tubes and are positioned at least 3 m from food contact surfaces, exposed products, packaging, and raw materials in food handling areas. EFKs are installed away from entrance areas in a way that does not attract insects to the facility. EFKs are used to monitor flying insect activity at locations that are likely to allow access to the facility. All units are checked weekly to ensure they are working. Each unit is serviced quarterly by the pest control contractor, the service includes:

- Emptying collection trays and analysis of contents
- Cleaning the units
- Repair
- Reporting volume and type of insects caught including trends
- Annually tube change at the beginning of the active season.

All EFK service records are kept in the pest control file, the Technical Manager uses the EFK service information to identify and eliminate the source of insect activity.

Pheromone Traps

Pheromone traps are used to assist in the identification of stored product insect pests in areas prone to this type of infestation. Pheromone traps are inspected quarterly by the pest controller who reports the types and quantities of insects found. The Technical Manager uses the information to identify and eliminate the source of activity.

Bird Control

Bird control is applied as part of the pest control measures to prevent contamination of food products. Buildings are design so as not to offer attractive roosting areas and bird deterrent measures including spiking and nets are used where appropriate.

Document Reference Management of Pest Control PRP 12
Revision 1 28th March 2017
Owned by: Technical Manager
Authorised By: General Manager

Page 1 of 7 2079 Words English (UK) 70%

The IFSQN FSSC 22000 Implementation Package

Prerequisite Programmes Verification Records

Corresponding verification record templates are provided:

The screenshot shows a Microsoft Word document with the following content:

AFC
Management of Pest Control Verification

Management of Pest Control PRP Verification

Management of Pest Control Verification Audit	
Auditor Name	
Date	
Site Standard	Audit Findings
Is a proactive system for the prevention of contamination of products by pests in place?	
Does the system ensure that there are effective controls and processes in place to minimise pest activity?	
At the factory design stage are measures taken to reduce the risk of contamination by aiming to restrict the access of pests in all areas?	
Are hygiene, cleaning, incoming materials inspection and monitoring procedures implemented to deter pest activity?	
Are raw materials, packaging and finished products stored so as to minimise the risk of infestation?	
Where stored product pests are considered a risk, are appropriate measures included in the control programme?	
Are all incoming goods inspected for pest infestation?	
Is process equipment that handles raw materials vulnerable to infestation identified and scheduled inspection undertaken?	
Are all buildings adequately proofed?	
Are animals prevented from accessing the site?	
Is the Technical Manager responsible for managing Pest Control on site, liaison with the Pest Control Contractor and maintenance of the Pest Control File?	

Document Reference Management of Pest Control PRP Verification PRPR 12
Revision 1 31st August 2017
Owned by: Technical Manager
Authorised By: General Manager


Page 1 of 10 1800 Words English (UK) 100%

The IFSQN FSSC 22000 Implementation Package

Operational Prerequisite Programmes Manual

A set of operational prerequisite programme samples with corresponding verification and validation records are provided.

Name	Date Modified	Size	Kind
Operational Prerequisite Programmes Summary.docx	17 Aug 2017, 21:13	25 KB	Micros...(docx)
OPRP 1 Hygiene Policy.docx	17 Aug 2017, 21:26	28 KB	Micros...(docx)
OPRP 2 Glass Policy.docx	17 Aug 2017, 21:25	29 KB	Micros...(docx)
OPRP 3 Ingredients Foreign Body Control Policy.docx	17 Aug 2017, 21:24	26 KB	Micros...(docx)
OPRP 4 Metal Detection.docx	17 Aug 2017, 21:23	32 KB	Micros...(docx)
OPRP 5 Nut Handling Procedure.docx	17 Aug 2017, 21:22	29 KB	Micros...(docx)
OPRP 6 Control of Knives.docx	17 Aug 2017, 21:21	28 KB	Micros...(docx)
OPRP 7 Control of Brittle Materials.docx	17 Aug 2017, 21:20	28 KB	Micros...(docx)
OPRP 8 Glass & Brittle Material Breakage Procedure.docx	17 Aug 2017, 21:19	27 KB	Micros...(docx)
OPRP 9 Control of First Aid Dressings.docx	17 Aug 2017, 21:18	28 KB	Micros...(docx)
OPRP 10 Monitoring of Cleaning Effectiveness.docx	17 Aug 2017, 21:17	24 KB	Micros...(docx)
OPRPR 1 Hygiene Policy Verification Record.docx	17 Aug 2017, 21:31	30 KB	Micros...(docx)
OPRPR 2 Glass Policy Verification Record.docx	17 Aug 2017, 21:31	29 KB	Micros...(docx)
OPRPR 3 Ingredients Foreign Body Control Policy Verification Record.docx	17 Aug 2017, 21:30	25 KB	Micros...(docx)
OPRPR 4 Metal Detection Verification Record.docx	17 Aug 2017, 21:30	27 KB	Micros...(docx)
OPRPR 5 Nut Handling Procedure Verification Record.docx	17 Aug 2017, 21:29	27 KB	Micros...(docx)
OPRPR 6 Control of Knives Verification Record.docx	17 Aug 2017, 21:29	27 KB	Micros...(docx)
OPRPR 7 Control of Brittle Materials Verification Record.docx	17 Aug 2017, 21:29	27 KB	Micros...(docx)
OPRPR 8 Glass & Brittle Material Breakage Procedure.docx	17 Aug 2017, 21:28	26 KB	Micros...(docx)
OPRPR 9 Control of First Aid Dressings Verification Record.docx	17 Aug 2017, 21:28	27 KB	Micros...(docx)
OPRPR 10 Monitoring of Cleaning Verification Record.docx	17 Aug 2017, 21:28	28 KB	Micros...(docx)
OPRPV 1 Hygiene Policy Validation.docx	17 Aug 2017, 21:34	30 KB	Micros...(docx)
OPRPV 2 Glass Policy Validation.docx	17 Aug 2017, 21:34	30 KB	Micros...(docx)
OPRPV 3 Ingredients Foreign Body Control Policy Validation.docx	17 Aug 2017, 21:34	30 KB	Micros...(docx)
OPRPV 4 Metal Detection Validation.docx	17 Aug 2017, 21:34	30 KB	Micros...(docx)
OPRPV 5 Nut Handling Procedure Validation.docx	17 Aug 2017, 21:33	30 KB	Micros...(docx)
OPRPV 6 Control of Knives Validation.docx	17 Aug 2017, 21:33	30 KB	Micros...(docx)
OPRPV 7 Control of Brittle Materials Validation.docx	17 Aug 2017, 21:33	30 KB	Micros...(docx)
OPRPV 8 Glass & Brittle Material Breakage Procedure Validation.docx	17 Aug 2017, 21:33	30 KB	Micros...(docx)
OPRPV 9 Control of First Aid Dressings Validation.docx	17 Aug 2017, 21:32	30 KB	Micros...(docx)
OPRPV 10 Monitoring of Cleaning Validation.docx	17 Aug 2017, 21:32	28 KB	Micros...(docx)



Metal Detection Operational PRP Validation

Metal Detection Operational PRP Validation

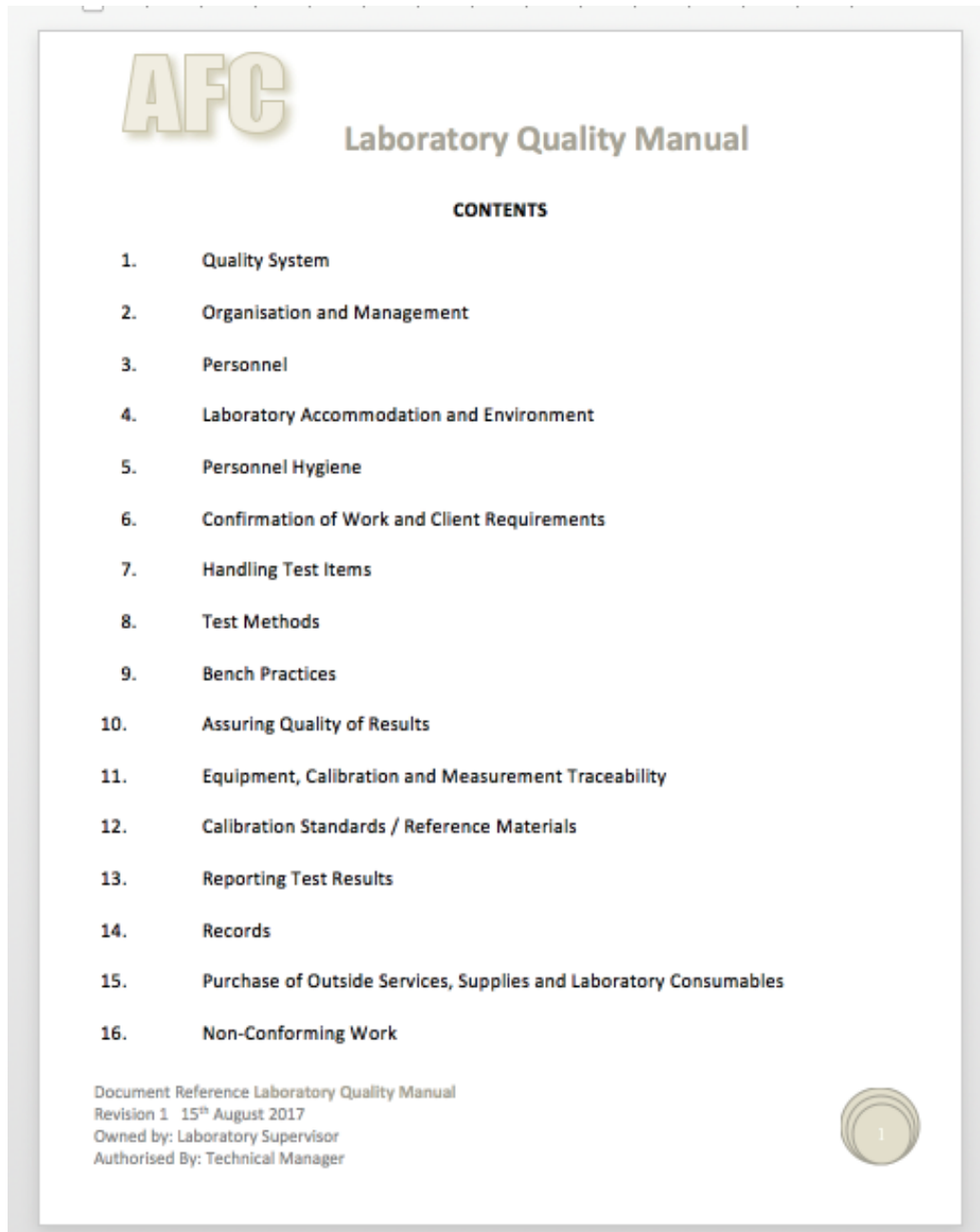
Product Category	Freshly Prepared Sandwiches		
Step Number	8 Packing		
Hazard	Presence of metal objects		
Control Measure	Metal Detection to a maximum sensitivity of 5mm Ferrous and Non-ferrous		
Validation Methods	Applicable		Applicable
	Yes	No	
Third Party Scientific Validation		✓	
Historical Knowledge	✓		History indicates a risk
Simulated Production Conditions		✓	
Collection of Data in normal production		✓	
Admissible in industrial practices	✓		Industry Code of Practice recommendation
Legislation		✓	
Mathematical Modelling		✓	
Conclusion			
Internal Validation Required?		✓	
If so by which method?			
OPRP Confirmed	✓		
Authorised by(Name):			
Signature:			

Document Reference OPRPV 4 Metal Detection Operational PRP Validation
Revision 1 15th August 2017
Owned by: Technical Manager
Authorised By: General Manager

The IFSQN FSSC 22000 Implementation Package

Laboratory Quality Manual

A comprehensive Laboratory Quality Manual based on the requirements of ISO 17025 is provided in Microsoft Word format. The laboratory quality manual includes template records, procedures and product sampling plans.



The IFSQN FSSC 22000 Implementation Package

Training

A significant part of the implementation process is training. A training matrix and record templates are provided.

Staff Training Matrix

■ Training required
■ Training Completed & Date
■ Training Not Required


Employee Number	Employee Name	Job Title	Introduction to FSSC 22000	Introduction to ISO 22000	ISO 22000:2005	ISO 22000:2005 Implementation Guide	ISO 22000:2005 Document Requirements Guide	Introduction to Training	Quality MGR Training	WAFOP Training	Working Control Procedures	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here	Training Course Details Here			
1	John Smith		Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	
2			Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	
3			Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	Training required	
4			Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed	Training completed

AFC 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			
Weeks 5 - 13	Packing Procedure			
	Operating Procedure			
	Coding Procedure			

Document Reference Training Record QMR 002
 Revision 1 1st June 2014
 Owned by: Technical Manager
 Authorised By: General Manager




The IFSQN FSSC 22000 Implementation Package

1 Free Implementing ISO 22000 & FSSC 22000 Training Course - New 2017

The Implementing ISO & FSSC 22000 Training Webinar is an INTERMEDIATE LEVEL program covering all the elements of implementing an ISO 22000 or FSSC 22000 food safety management system and is suitable for anyone involved in food manufacturing, storage and/or food distribution operations wishing to comply with ISO 22000 or FSSC 22000 requirements.

The object of the course is to develop knowledge and understanding of the ISO 22000 standard, the FSSC 22000 Certification Scheme and best practices in implementing a compliant food safety management system. The course also covers the selection and assessment of control measures as per ISO 22000 requirements and how control measures are categorized as being managed through prerequisites, operational PRP(s) or by the HACCP plan. Competency and understanding is verified by online exam upon completion of the course.



Implementing ISO & FSSC 22000

★★★★★ (0 customer reviews)

\$97.00 (EU Customers Charged 20% VAT) [Add to cart](#)

Webinar Recording:

This 4-hour webinar training was recorded on August 11, 2017.

The Implementing ISO & FSSC 22000 Live Training Webinar is an INTERMEDIATE LEVEL program covering all the elements of implementing an ISO 22000 or FSSC 22000 food safety management system and is suitable for anyone involved in food manufacturing, storage and/or food distribution operations wishing to comply with ISO 22000 or FSSC 22000 requirements.

Instructor:
Tony Connor, Chief Technical Advisor, IFSQN
Facilitator: Simon Timperley, Administrator, IFSQN

Cost per attendee: \$97.00 USD

Training Course Outline:

The object of the course is to develop knowledge and understanding of the ISO 22000 standard, the FSSC 22000 Certification Scheme and best practices in implementing a compliant food safety management system. The course also covers the selection and assessment of control measures as per ISO 22000 requirements and how control measures are categorized as being managed through prerequisites, operational PRP(s) or by the HACCP plan. Competency and understanding is verified by online exam upon completion of the course.

The live webinar will include question and answer sessions throughout and a video recording will be available to watch for up to 30 days after the webinar.

All attendees receive:

- Copy of the training material (PDF)
- Personalized IFSQN Training Academy Certificate awarded on successful completion of the course and end test
- 30 day access to the webinar recording

How is the course delivered?

The course is delivered in 10 parts including 9 presentations

1. Introduction to ISO 22000
2. ISO 22000 Document Requirements
3. Understanding ISO 22000
4. Implementing ISO 22000 Food Safety Team Guide
5. CODEX Code of Practices
6. Prerequisite Programmes
7. Operational Prerequisite Programmes
8. HACCP Implementation
9. Additional Requirements for FSSC 22000 Certification
10. Online Exam

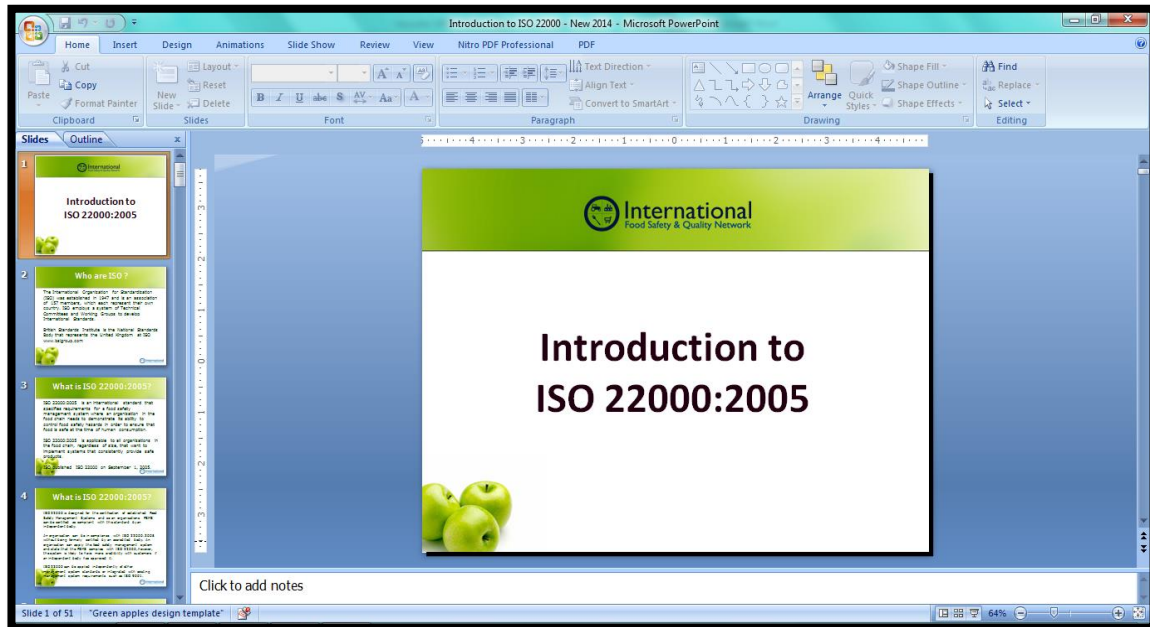
What is the Assessment Criteria?

Each candidate is assessed by a 30 minute online exam. An individual login is provided for each candidate and the questions are varied and randomized. The exam consists of 30 multiple choice questions covering the topics taught in the course. A mark of 70% or more is required to receive a certificate.

The IFSQN FSSC 22000 Implementation Package

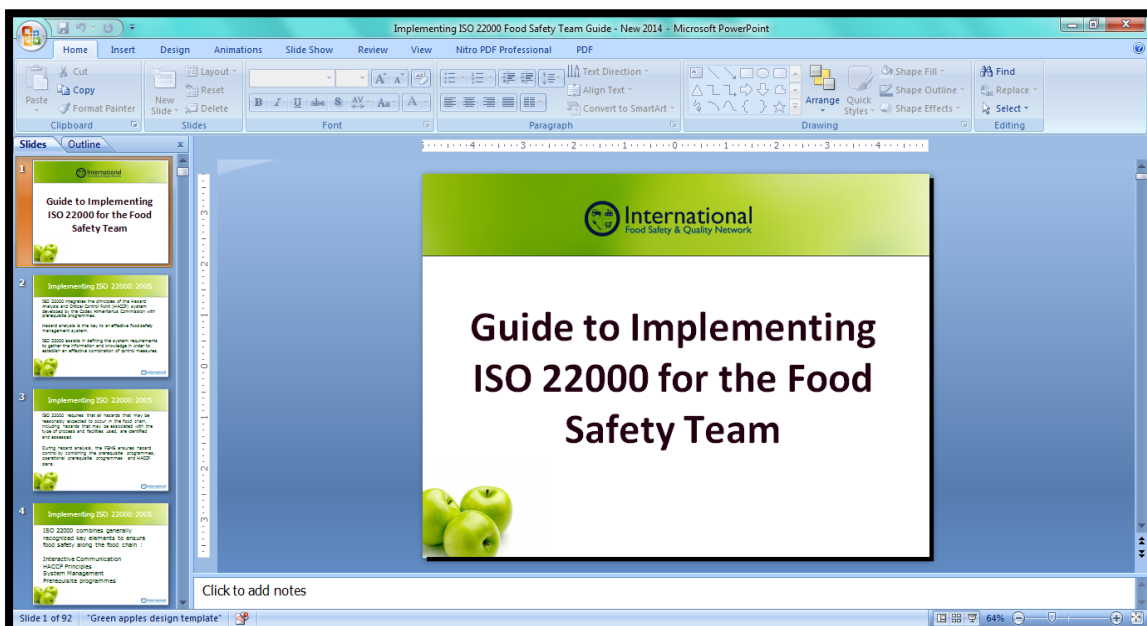
Introduction to ISO 22000 PowerPoint Presentation

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



Food Safety Team: ISO 22000 Implementation Guide

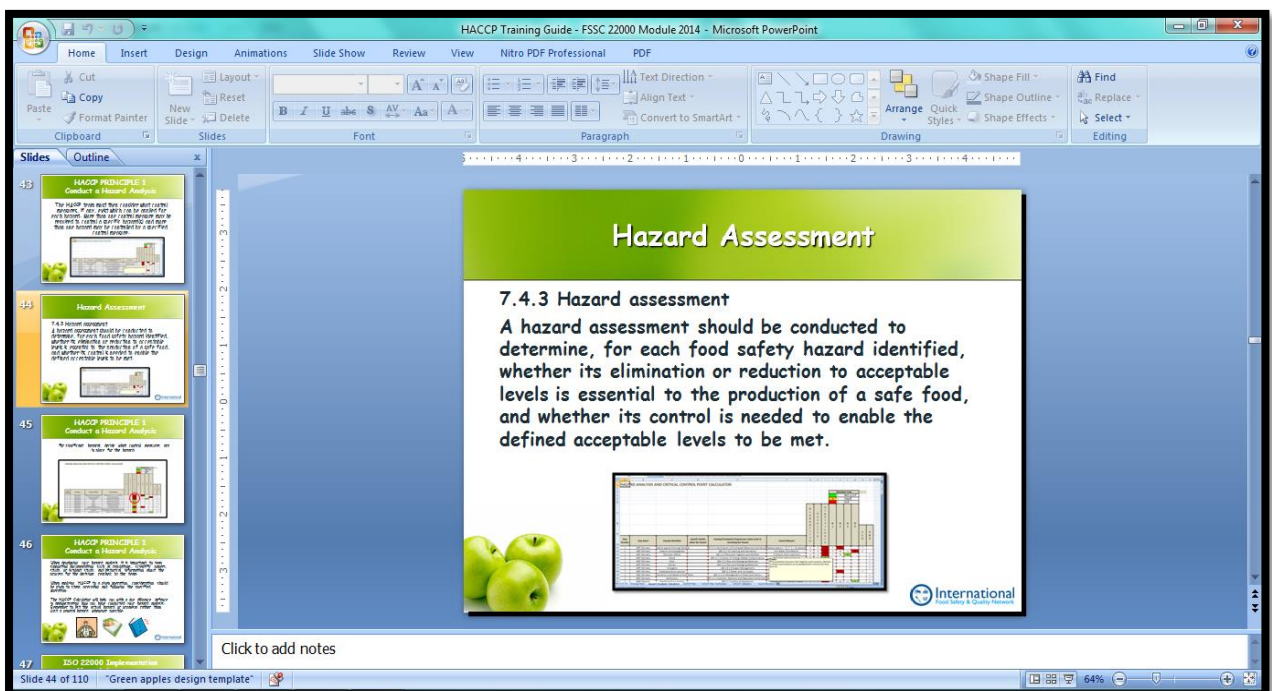
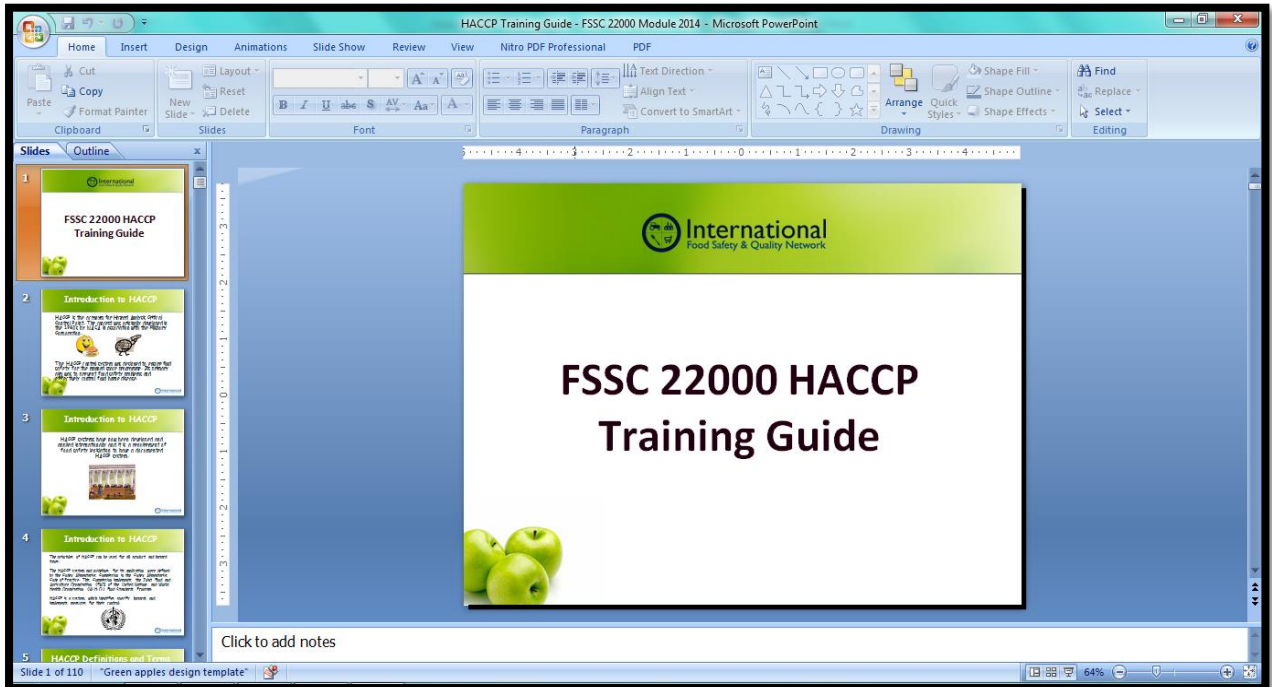
The PowerPoint presentation supplied with the system explains to the Food Safety Team exactly how to implement a compliant Food Safety Management System.



The IFSQN FSSC 22000 Implementation Package

HACCP Training

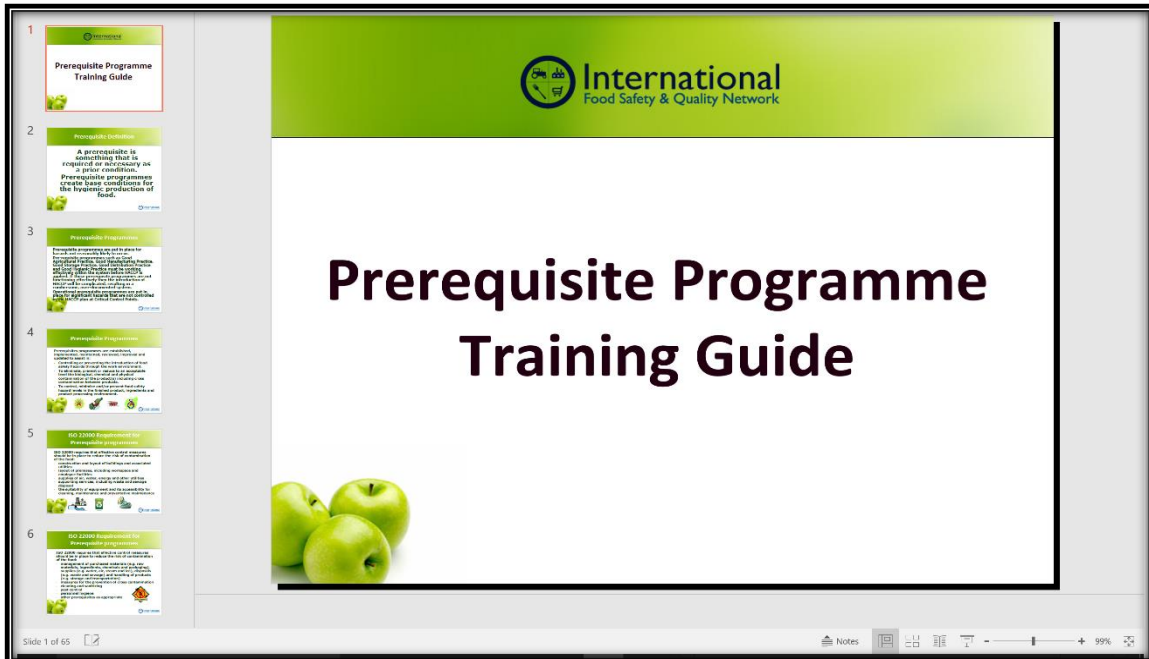
An interactive and illustrated PowerPoint HACCP training presentation is supplied to train your food safety team in the preliminary steps to a Hazard analysis, the principles of HACCP and how to utilise the HACCP calculator in implementing your HACCP system.



The IFSQN FSSC 22000 Implementation Package

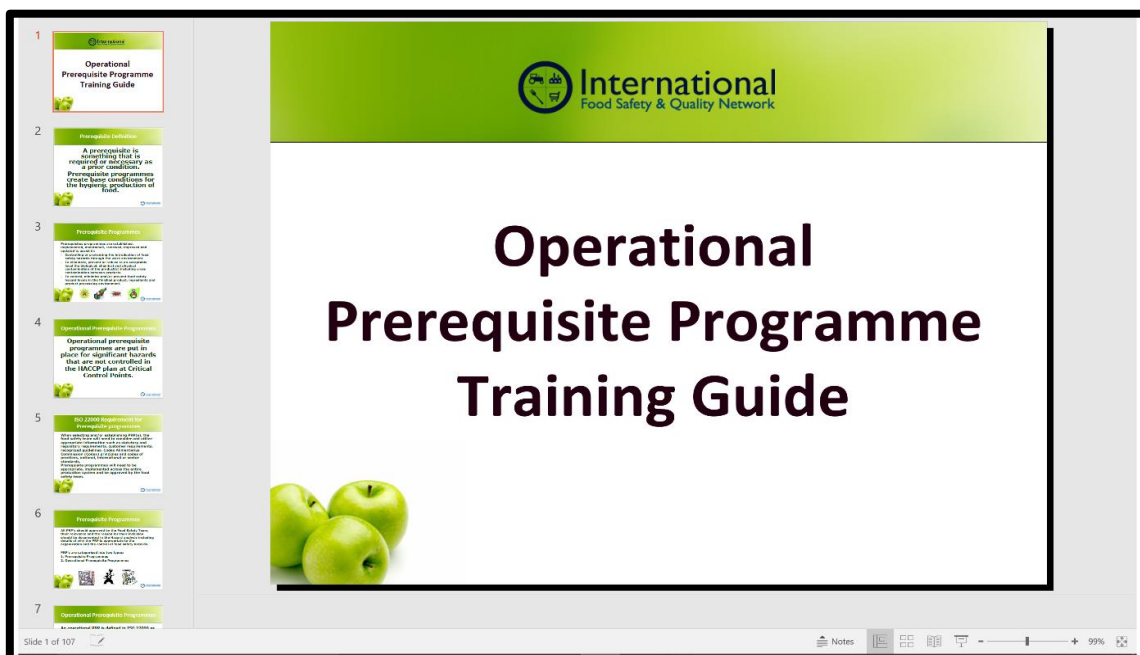
Prerequisite Programme PowerPoint Presentation

This presentation will introduce the Food Safety Team to the Prerequisite Programmes required by the FSSC 22000 Certification Scheme.



Operational Prerequisite Programmes Training

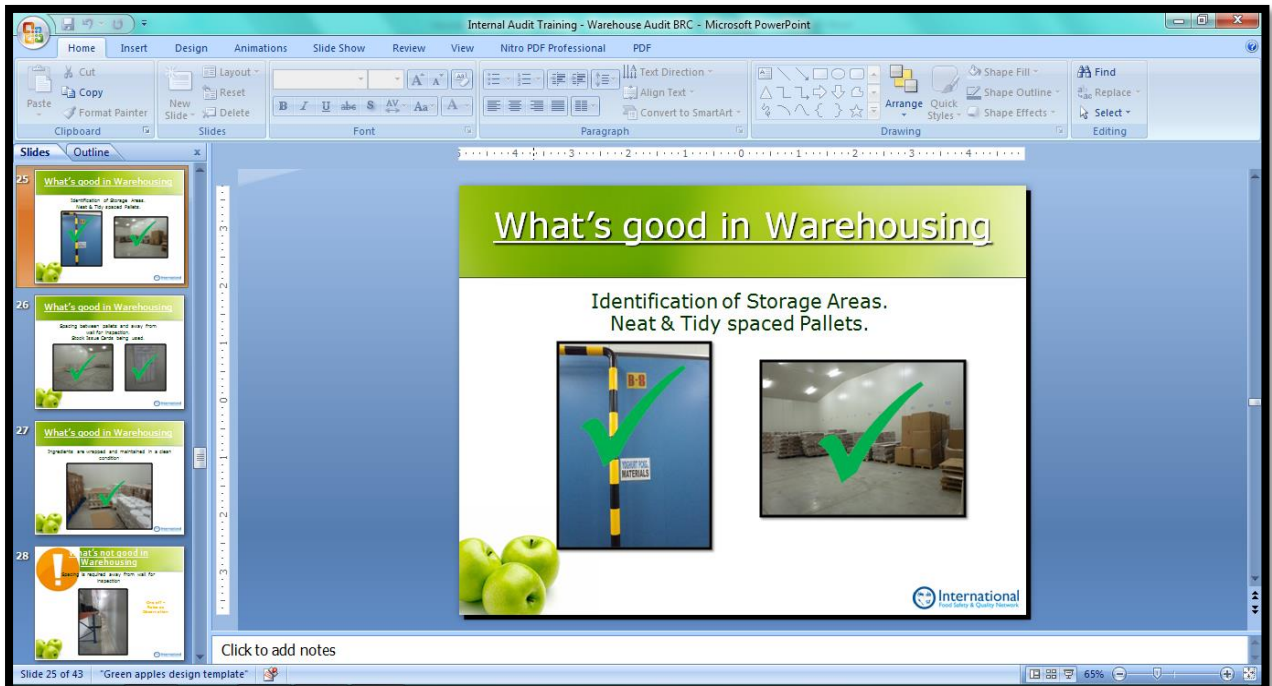
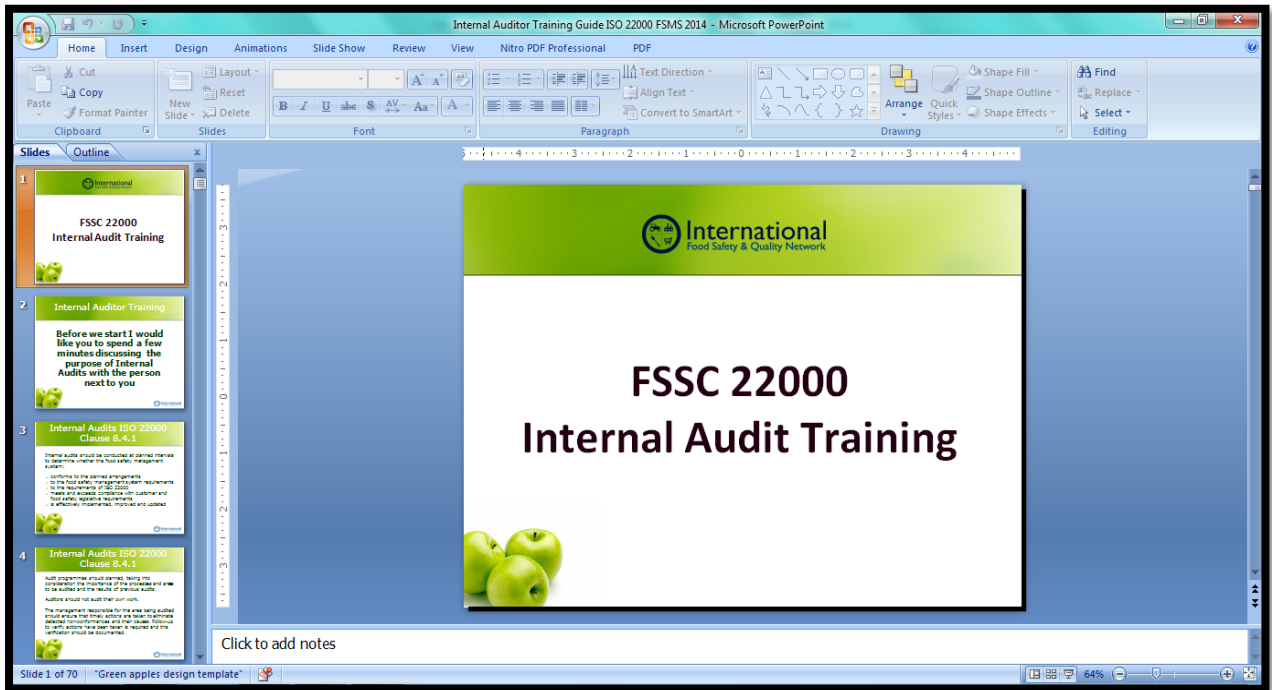
This PowerPoint presentation explains to the Food Safety Team how determine and implement Operational Prerequisite Programmes.



The IFSQN FSSC 22000 Implementation Package

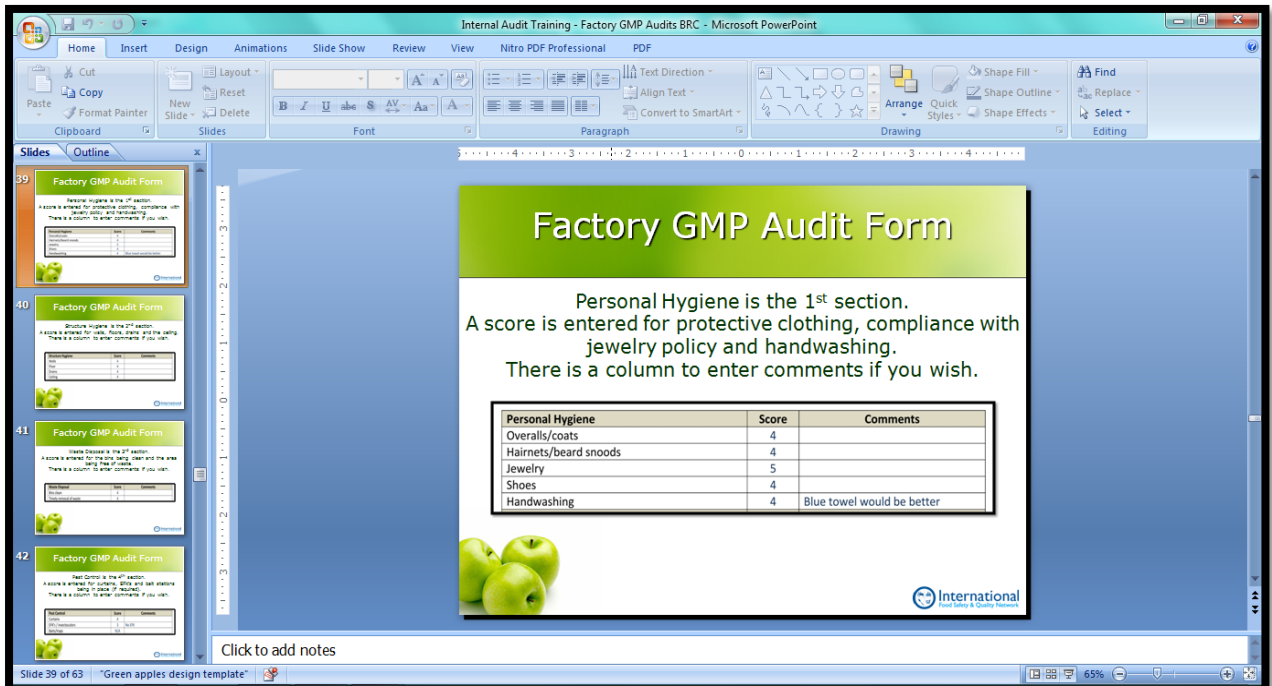
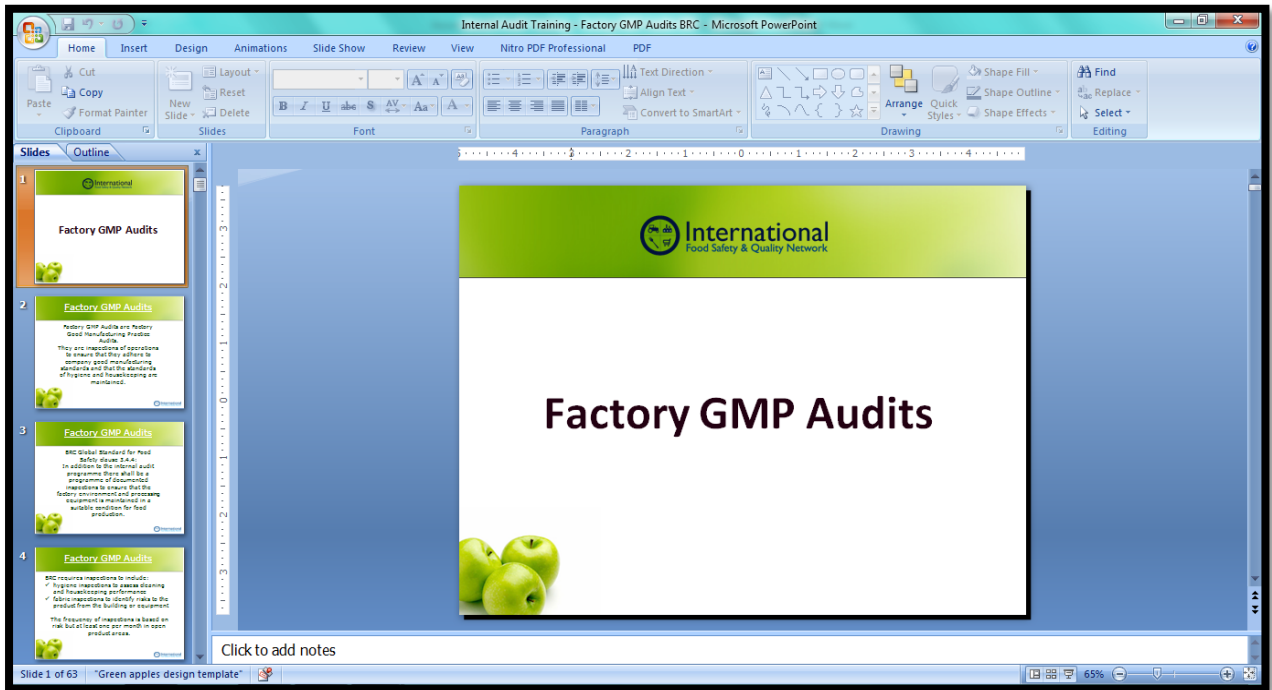
Internal Auditing & Checklists

There are PowerPoint Internal Auditor training presentations and audit checklists which cover the requirements of ISO 22000 and TS ISO 22002.



The IFSQN FSSC 22000 Implementation Package

There are PowerPoint Internal Auditor training presentations and audit checklists which cover the requirements of ISO 22000 and TS ISO 22002. There is a sample Warehouse Audit Presentation and a Hygiene Audit Presentation.




The IFSQN FSSC 22000 Implementation Package

Internal Audit Checklists

There is a checklist for each section of the ISO 22000 standard plus there are verification records for prerequisite programmes that can be used for internal auditing.

ISO 222000 Food Safety Management System Requirements Internal Audit	
ISO 22000 Clause	Audit Findings
7 Planning and Realization of Safe Products	
Does the organisation operate and ensure the effectiveness of the planned activities identified as being required for the realization of safe products?	
7.2 Prerequisite Programmes (PRPs)	
Are PRPs maintained to control the likelihood of introducing food safety hazards to the product through the work environment?	
Are PRPs maintained to control biological, chemical and physical contamination of the product(s), including cross contamination between products?	
Are PRPs maintained to control food safety hazard levels in the product and product processing environment?	
Are the PRPs appropriate with regard to food safety?	
Are the PRPs appropriate to the nature of the organisation and products?	
Are PRP programmes implemented as applicable? (e.g. Allergen Controls on certain lines)	
Are the PRPs approved by the food safety team?	
Have statutory and regulatory requirements related to PRPs been established?	
Have statutory and regulatory requirements, customer requirements, recognized guidelines, Codex principles, industry codes of practices, national and international standards been used	

Document Reference ISO 22000 Planning and Realization of Safe Products Internal Audit Checklist
Revision 1 6th May 2014
Owned by: Technical Manager
Authorised By: General Manager



The IFSQN FSSC 22000 Implementation Package

Project 22000

This contains project tools to assist in achieving FSSC 22000 certification.

Senior Management Implementation Guidance & Checklists

An 11 step Senior Management Implementation Checklist and Guidance are provided.

FSSC 22000 Food Safety Management System Implementation Workbook

Step Two: Senior Management Implementation

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

The checklist guides Senior Management:

- ✓ in planning the establishment of the FSMS
- ✓ in providing adequate support to establish the FSMS
- ✓ 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 Safety Management System:

- ✓ Formulating a checklist of Customer, Regulatory, Statutory and other relevant Food Safety requirements
- ✓ Decide which Food Safety requirements the company should address and develop relevant policies.
- ✓ Based on the Food Safety Policy Management Policies establish Food Safety Objectives
- ✓ Define the scope and boundaries of the FSMS
- ✓ Plan the establishment of the FSMS using the project planner
- ✓ Provide adequate support to establish the FSMS
- ✓ 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.


AFC Senior Management FSMS Implementation Checklist

FSSC 22000 Food Safety Management System First Stage of the Implementation Process

Action (i)	Senior management formulate a checklist of Customer, Regulatory, Statutory and other relevant Food Safety requirements	
	Customer/Regulatory/Statutory/Other	Record Details

Action (ii)	Senior Management decides which Food Safety requirements the company should address and develop relevant policies.	
	Requirement	Policy Details

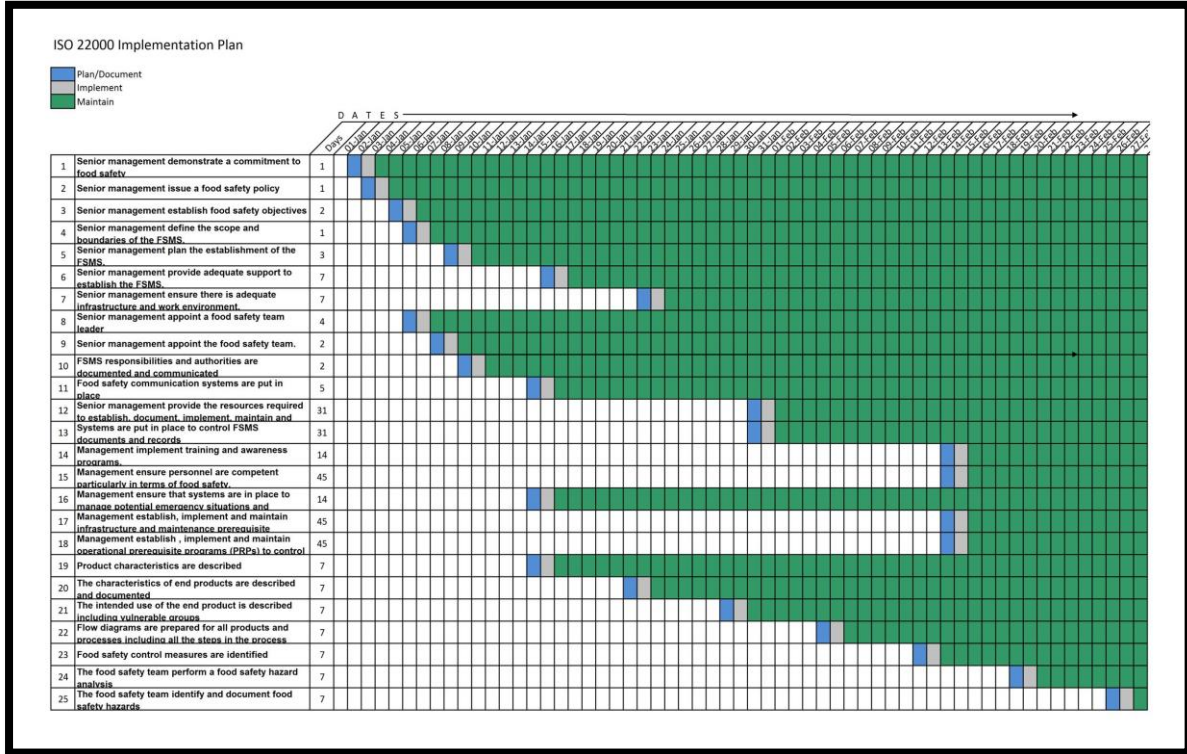
Document Reference Senior Management FSMS Implementation Checklist
Revision 2 16th May 2014
Owned by: Technical Manager
Authorised By: General Manager



The IFSQN FSSC 22000 Implementation Package

Project Plan

Excel and Word Project Planner templates are supplied with the system to help establish a Project Plan.



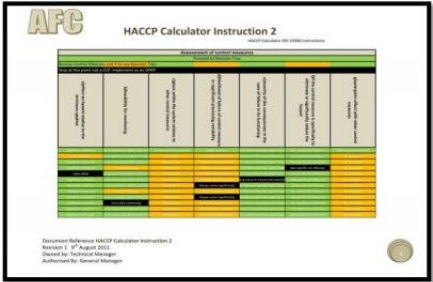
Project Planning Tasks	Responsibility	Comments	Due Date for Completion	Date Completed
1) Senior management demonstrate a commitment to food safety	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
2) Senior management issue a food safety policy	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
3) Senior management establish food safety objectives	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
4) Senior management define the scope and boundaries of the FSMS.	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
5) Senior management plan the establishment of the FSMS.	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
6) Senior management provide adequate support to establish the FSMS.	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
7) Senior management ensure there is adequate infrastructure and work environment.	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
8) Senior management appoint a food safety team leader	Senior Management Team	Completed in Step 2	10/6/17	9/6/17
9) Senior management appoint the	Senior	Completed in Step 2	10/6/17	9/6/17

HACCP Implementation Guidance


We provide step by step guidance to implementing your HACCP using the ISO 22000 HACCP Calculator.

ISO 22000 Implementation Classification of Control Measures

Control measures will not be subject to the next stage and determining if they are critical control points if the food safety team decides based on their assessment as per Clause 7.4.4 that this is not necessary or feasible. These control measures will be part of the Operational Prerequisite Programme Plan.



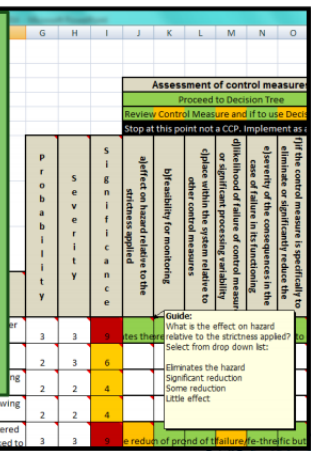
*Document Reference: HACCP Calculator Instruction 2
Revision: 1, 17 August 2011
Created by: Technical Manager
Authorised by: General Manager*



ISO 22000 Selection and Categorization of Control Measures

a) Assess with regard to the effect of the control measure on identified food safety hazards relative to the strictness applied using column J in the ISO 22000 HACCP Calculator where there is a drop down list:


**What is the effect on hazard relative to the strictness applied?
Select from drop down list:
Eliminates the hazard
Significant reduction
Some reduction
Little effect**



Assessment of control measure
Proceed to Decision Tree
Review Control Measure and if to use Dec...
Stop at this point not a CCP. Implement as:

Guides:
What is the effect on hazard relative to the strictness applied?
Select from drop down list:
Eliminates the hazard
Significant reduction
Some reduction
Little effect

	G	H	I	J	K	L	M	N	O
33				3	3				
34				2	3	6			
				2	2	4			
				2	2	4			
				3	3				



ISO 22000 Selection and Categorization of Control Measures

So now you will have assessed the control measures as per ISO 22000 Clause 7.4.4.

Based on this assessment of control measures there are 3 results:

1. Proceed to Decision Tree
2. Review Control Measure and if to use Decision Tree
3. Stop at this point not a CCP. Implement as an OPRP or consider alternative control measures.

Assessment of control measures	
Proceed to Decision Tree	Proceed to Decision Tree
Review Control Measure and if to use Decision Tree	N
Stop at this point not a CCP. Implement as an OPRP	CCP
Effect on hazard relative to the strictness applied	C 1
Feasibility for monitoring	
Place within the system relative to other control measures	
Difficulty of failure of control measure or significant processing variability	
Severity of the consequences in the case of failure in its functioning	Effectively reduce the hazard or significantly reduce the likelihood of failure of control measure
Eliminate or significantly reduce the hazard	
Specificity of the control measure	
Effectiveness of the control measure	



Determine the Critical Control Points (CCPs) Decision Tree Stage

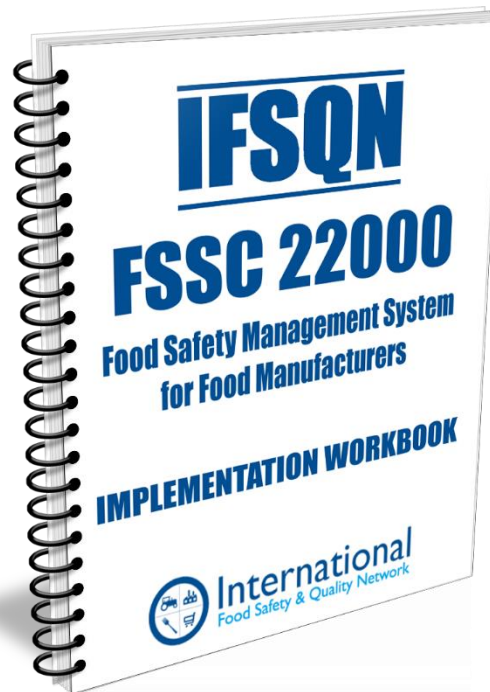
A red cell indicates a CCP

A green cell indicates this is not a CCP and should be implemented as an Operational Prerequisite Programme

Step Number	Step Description	Hazards Identified	Control Measure	P	F	I	C	A	S	Y	Q1	Q2	Q3	Q4
23	Homogenisation	Contamination from CIP chemicals	CIP to specification	2	2	4								
24	Pasteurisation	Survival of pathogens due to insufficient temperature	Automatic monitoring on pasteuriser and divert at 87.5°C	3	3									
24	Pasteurisation	Survival of pathogens due to insufficient holding	Maximum flow rate verified	2	3									
28	Storage Yoghurt Tank	Growth of Pathogens	Work instruction in place and adhered to time & product set profile checked to	3	3									
28	Storage Yoghurt Tank	Growth of Pathogens & production of toxins	Work instruction in place and adhered to time & product set profile checked to	3	3									
28	Storage Yoghurt Tank	Contamination from dirty plant/equipment	CIP before each production day and disinfection before start up	2	2	4								
28	Storage Yoghurt Tank	Contamination from broken site trays	Check at start up/breakage procedure	3	3									



Comprehensive Implementation Workbook



A 196-page workbook is provided to assist in the implementation of your FSSC 22000 compliant food safety management system. The workbook is divided into 7 steps that are designed to assist you in implementing your food safety management system effectively:

- ✓ Step One: ISO 22000 Training for Management
- ✓ Step Two: Senior Management Implementation
- ✓ Step Three: Food Safety Quality Management System
- ✓ Step Four: Project 22000 including HACCP Implementation
- ✓ Step Five: Internal Auditing & Checklists
- ✓ Step Six: Review and Updating
- ✓ Step Seven: Final Steps to FSSC 22000 Certification

Free online support via e-mail

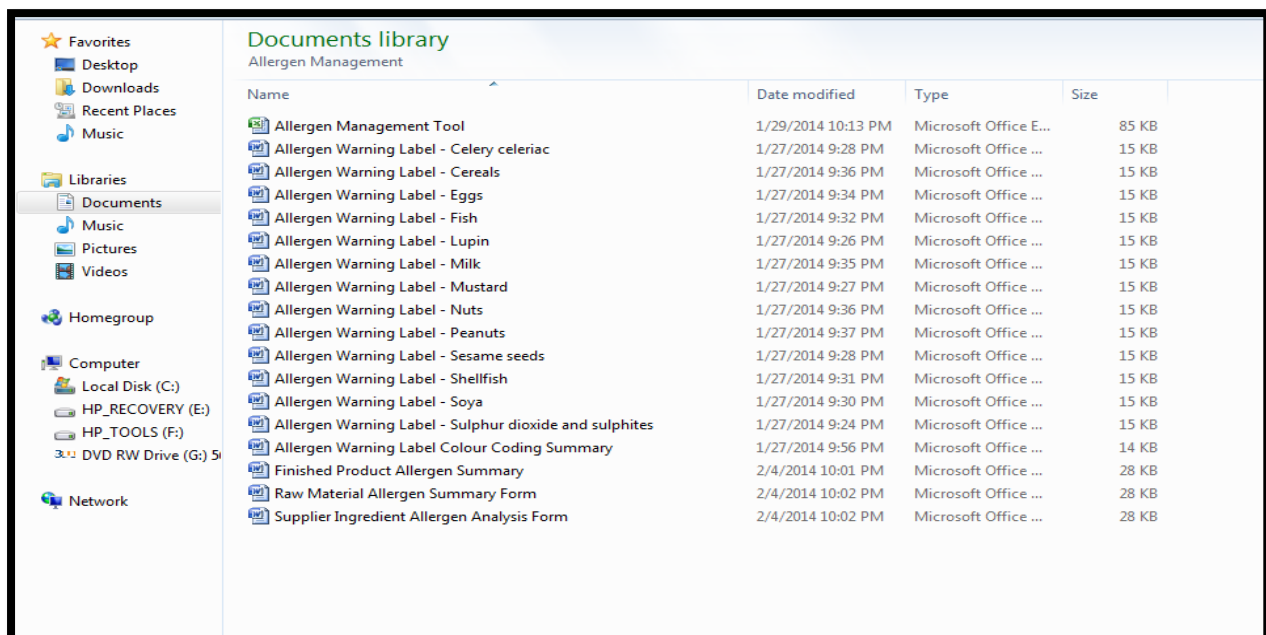
We provide online support and expertise to assist you in developing your FSSC 22000 Food Safety Management System. We have customers who list us in their HACCP Team. Support is guaranteed until you achieve certification.

The IFSQN FSSC 22000 Implementation Package

Allergen Management Module & Risk Assessment Tool

The Allergen Module concentrates on five themes:

- ✓ Significance - the significance of any process, activity or ingredient should be evaluated by accurate risk assessments to determine the control or action required
- ✓ Suppliers - understanding the materials that arrive on site is vital to allergen management
- ✓ Separation - the segregation of allergens is a key allergen management control
- ✓ Scheduling - planning activities to reduce the risk of cross contamination
- ✓ Sanitation - cleaning controls to remove or reduce the risks of cross contamination



Name	Date modified	Type	Size
Allergen Management Tool	1/29/2014 10:13 PM	Microsoft Office E...	85 KB
Allergen Warning Label - Celery celeriac	1/27/2014 9:28 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Cereals	1/27/2014 9:36 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Eggs	1/27/2014 9:34 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Fish	1/27/2014 9:32 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Lupin	1/27/2014 9:26 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Milk	1/27/2014 9:35 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Mustard	1/27/2014 9:27 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Nuts	1/27/2014 9:36 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Peanuts	1/27/2014 9:37 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Sesame seeds	1/27/2014 9:28 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Shellfish	1/27/2014 9:31 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Soya	1/27/2014 9:30 PM	Microsoft Office ...	15 KB
Allergen Warning Label - Sulphur dioxide and sulphites	1/27/2014 9:24 PM	Microsoft Office ...	15 KB
Allergen Warning Label Colour Coding Summary	1/27/2014 9:56 PM	Microsoft Office ...	14 KB
Finished Product Allergen Summary	2/4/2014 10:01 PM	Microsoft Office ...	28 KB
Raw Material Allergen Summary Form	2/4/2014 10:02 PM	Microsoft Office ...	28 KB
Supplier Ingredient Allergen Analysis Form	2/4/2014 10:02 PM	Microsoft Office ...	28 KB

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Allergen Management Module & Risk Assessment Tool

Finished Product On Site Cross Contamination Risk Analysis

Product	Reference Number	Number	Reference Number	Number	Ingredient	Allergen Content Details	Ingredient Format	1	2	3	4	5	6	7	8	9	10	11
Fish Pie		1		1	Parsley Sauce	Milk Powder in Sauce	uid sauce supplied in 25kg Dr	No	No	No	Yes	No	No	No	No	No	No	No
				2	Cod	Whole Fish Fillet	5kg Frozen Fillets	No	No	No	No	No	Yes	No	No	No	No	No

Food Fraud Prevention Procedures and Raw Material Food Fraud Assessment Tool

Food Fraud Vulnerability Assessment Calculator

Risks to consider are Emerging and Historical issues, Historical evidence of substitution or adulteration, Value of the material, Availability - e.g. a poor harvest may restrict availability and may increase the potential for adulteration, Sophistication of routine testing to identify adulteration (if testing within the supply chain is comprehensive and focused on potential fraud issues, then the likelihood is less), Country of origin, length and complexity of the supply chain

Supplier Number	Supplier	Material Category	Historical evidence of substitution or adulteration	Economic factors which may make substitution or adulteration more attractive	Ease of access to raw materials through the supply chain	Sophistication of routine testing to identify adulteration	Nature of the Raw Material	Control Controls in Place	Primary Control	Secondary Control	Tertiary Control	Date	Secondary Control	Date
1	A	Chicken Topping	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
2	B	Pork for Baking	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
3	C	Chicken Topping	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
4	D	Chicken Topping	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
5	E	Chicken Topping	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
6	F	Non-Cornstarch Packaging	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
7	G	Non-Cornstarch Packaging	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
8	H	Non-Cornstarch Packaging	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
9	I	Non-Cornstarch Packaging	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
10	J	Non-Cornstarch Packaging	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
11	K	Non-Cornstarch Packaging	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			
12	L	Non-Cornstarch Packaging	None Reported	None Reported	None Reported	None Reported	None Reported	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months			

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Supplier Risk Assessment Tool

Supplier Risk Assessment Calculator - Microsoft Excel

Supplier Risk Calculator

Score	Supplier Category Rating	Severity of Risk	Risk Score	Rating	What should I do?
5	Final Ingredient/Contract Packer	Catastrophic - death or large number of serious injuries	25	Extreme	Close Surveillance of Supplier and Material Required
4	Raw Ingredient/High Risk Service	Major - serious injury, extensive injuries	16 - 20	High	Supplier and Material/Service Monitoring Required
3	Contact Packaging	Moderate - medical treatment required	9 - 15	Moderate	Material/Service Monitoring Required
2	Non Contact Packaging	Minor - first aid treatment required	< 9	Low	Prerequisites on Goods In/Service Provision Sufficient
1	Low Risk Service	Minor - no injuries			

Supplier Number	Supplier	Materials/ Service Supplied	Supplier Category	Identify the Risks	List the Current Controls in Place	Primary Control	Secondary Control	Primary Control
1	A	Chocolate Topping	Final Ingredient	Salmonella Present	Not Further Processed on Site	5	5	Positive Release by Site prior to Use
2	B	Flour for Baking	Raw Ingredient	Salmonella Present	Further Processed on Site	4	4	Certification to GFSI Approved Standard
3	C	Contract Scones	Contract Packer	Salmonella Present	None Currently	5	5	Certification to GFSI Approved Standard
4	D	Cake Tray	Contact Packaging	Foreign Bodies	Packaging Rinsed and Inverted	3	4	Supplier Assurance Questionnaire
5	E	Cardboard Box	Non-Contact Packaging	Yeasts & Moulds	No access to Production Facility	1	1	COC with each Delivery
6	F	O				1	5	Supplier Audit every 6 months
7	G	O				1	5	Supplier Audit every 6 months
8	H	O				1	5	Supplier Audit every 6 months
9	I	O				1	5	Supplier Audit every 6 months
10	J	O				1	5	Supplier Audit every 6 months

Comment: Refer to Assessment Table - Fed means High Risk Supplier

New Product Development Module

Documents library
Product Development

Name	Date modified	Type	Size
FPSPEC 001 Whole Milk Summer Fruit Bio Yoghurt 100g Specifica...	2/4/2014 10:18 PM	Microsoft Office ...	31 KB
FPSPEC 002 Milla 3.5% UHT Milk Specification	2/4/2014 10:17 PM	Microsoft Office ...	33 KB
FPSPEC 003 1.5% Natural Set Yoghurt Specification	2/4/2014 10:16 PM	Microsoft Office ...	33 KB
NPD 001 Product Development Plan	2/4/2014 10:16 PM	Microsoft Office ...	37 KB
NPD 002 Product Development Brief Sign Off Form	2/4/2014 10:15 PM	Microsoft Office ...	27 KB
NPD 003 Artwork Approval Form	2/4/2014 10:15 PM	Microsoft Office ...	29 KB
NPD 004 Market Review Form	2/4/2014 10:14 PM	Microsoft Office ...	25 KB
NPD 005 Project Request Form	2/4/2014 10:14 PM	Microsoft Office ...	26 KB
NPD 006 Development Recipe Sheet	2/4/2014 10:13 PM	Microsoft Office ...	26 KB
NPD 006 NPD Costing Form	2/4/2014 10:13 PM	Microsoft Office ...	27 KB
NPD 007 Taste Panel Form	2/4/2014 10:21 PM	Microsoft Office ...	27 KB
NPD 008 Factory Trial Assessment Form	2/4/2014 10:21 PM	Microsoft Office ...	26 KB
RMS 001 Milk Powder Specification	2/4/2014 10:21 PM	Microsoft Office ...	35 KB
RMS 002 Refined White Sugar Specification	2/4/2014 10:20 PM	Microsoft Office ...	32 KB
RMS 003 Cocoa Powder Specification	2/4/2014 10:20 PM	Microsoft Office ...	34 KB
RMS 004 Chocolate Specification	2/4/2014 10:19 PM	Microsoft Office ...	34 KB
RMSP 001 Fruit Conserve Sample Plan	2/4/2014 10:19 PM	Microsoft Office ...	30 KB

The IFSQN FSSC 22000 Implementation Package

Complaint Management Guidelines & Analyser

Annual Complaints Analyser - Microsoft Excel

December Complaints per Million Units

Complaint Type		Strawberry			Blackcurrant			Banana			Raspberry		
		250ml	500ml	1000ml	250ml	500ml	1000ml	250ml	500ml	1000ml	250ml	500ml	1000ml
Off Type	Sickness	✓ 0.4	✓ 0.7	✓ 0.6	✓ 0.4	✗ 4.4	⚠ 2.0	✗ 3.6	✓ 0.8	✓ 0.3	✓ 0.9	✓ 0.0	⚠
	Taste	✗ 4.4	✗ 4.0	⚠ 1.8	✓ 0.5	⚠ 2.8	⚠ 2.0	⚠ 2.4	⚠ 1.5	⚠ 1.0	✓ 0.4	✓ 0.4	✓
	Quality	✓ 0.4	✓ 0.7	✓ 0.6	✓ 0.4	✗ 4.4	⚠ 2.0	✗ 3.6	✓ 0.8	✓ 0.3	✓ 0.9	✓ 0.0	⚠
	Sour	✓ 0.4	✓ 0.7	⚠ 2.2	✓ 0.9	✗ 3.2	⚠ 2.8	⚠ 2.4	⚠ 1.3	✓ 0.7	✓ 0.7	✓ 0.4	✓
	Off	⚠ 1.2	⚠ 1.3	⚠ 1.2	✓ 0.5	⚠ 2.0	⚠ 2.4	⚠ 2.8	✓ 0.5	✓ 0.0	⚠ 1.8	⚠ 1.8	✓
Packaging	Poor Seal	✗ 3.6	⚠ 1.0	✓ 0.6	✓ 0.3	⚠ 1.6	⚠ 2.0	⚠ 2.8	⚠ 2.3	⚠ 1.3	✓ 0.4	⚠ 1.4	✓
	Tamper Evident Tab	✓ 0.0	⚠ 1.7	⚠ 1.0	✓ 0.8	✗ 3.2	✗ 3.2	✗ 3.2	⚠ 2.0	⚠ 1.5	⚠ 1.8	⚠ 1.6	⚠
	Packaging	✗ 4.4	✗ 4.0	⚠ 1.8	✓ 0.5	⚠ 2.8	⚠ 2.0	⚠ 2.4	⚠ 1.5	⚠ 1.0	✓ 0.4	✓ 0.4	✓

Extended Internal Audit Training

Internal Audit Training - Warehouse Audit IFSQN - Microsoft PowerPoint

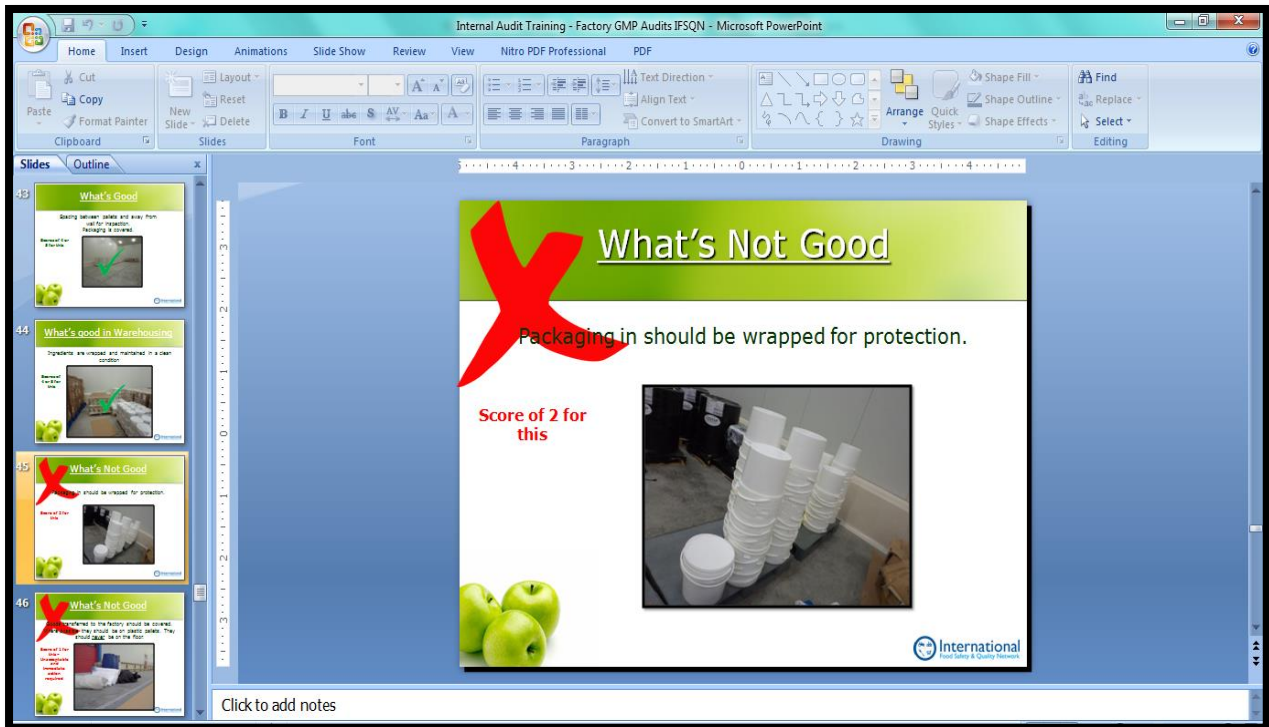
Use the Food Safety Audit Form

Use the Food Safety Audit Form to record the details of your audit.

Click to add notes

The IFSQN FSSC 22000 Implementation Package

Hygiene Inspection Training



Unannounced Audit Guidance

AFC Unannounced Audit Protocol

Internal Communication

Unannounced audits are conducted within agreed windows. The Technical Manager is responsible for ensuring that appropriate communication of these windows and the impending audit is communicated at least one week prior to the first possible audit date.

Communication processes include:

- Team briefings
- Staff reviews
- Daily Management meetings
- Shift Handover meetings
- Newsletters
- Notice boards

Preparation Prior to Audit

Prior to the unannounced audit it is important that routines are established to ensure all procedures and records are available, kept up to date and completed correctly.

Job Title	Job Holder	Record Responsibility
Emergency Coordinator		Emergency response
Food Safety Team Leader		Recalls
Site Director		Policies and Objectives
Operations Manager		Operations
Production Manager		Production
Warehouse Manager		Warehouse
Maintenance Manager		Maintenance
Factory Safety Manager		Safety
Human Resource Manager		Training
Quality Manager		Pest Control CARs NCNs Audits

Document Reference Unannounced Audit Protocol
Revision 1 11th March 2014
Owned by: Technical Manager
Authorised By: Chief Executive Office

The IFSQN FSSC 22000 Implementation Package

Verification Schedule Risk Assessment Tool and Template

1	ISO 22000 Audit Plan with Risk Rating			
2				
3	High Risk - Quarterly Audits			
4	Medium Risk - Six Monthly Audits			
5	Low Risk - Annual Audit			
6		Failure Assessment		
7		Possibility	Severity	Significance
8	Section 4 Food Safety Management System			
9	4.1 General Requirements	1	2	2
10	4.2 Documentation	1	2	2
11	4.2.2 Document Control	2	3	6
12	4.2.3 Record Control	2	3	6
13	Section 5 Management Responsibility			
14	5.1 Management Commitment	2	3	6
15	5.2 Food Safety Policy	2	3	6
16	5.3 FSQMS Planning	2	3	6
17	5.4 Responsibility & Authority	2	3	6
18	5.5 Food Safety Team Leader	2	3	6
19	5.6 Communication	2	3	6
20	5.6.1 External Communication	2	3	6
21	5.6.2 Internal Communication	2	3	6
22	5.7 Contingency preparedness and response	3	3	9
23	5.8 Management Review	2	3	6
24	Section 6 Resource Management			
25	6.1 Provision of Resources	2	2	4
ISO 22000 Audit Risk Rating ISO 22000 Audit Planner 22002 Audit Risk Rating				

1	TS ISO 22002 Prerequisites Audit Schedule with Risk Rating												
2													
3	High Risk - Quarterly Audits												
4	Medium Risk - Six Monthly Audits												
5	Low Risk - Annual Audit												
6													
7		January	February	March	April	May	June	July	August	September	October	November	December
8	Section 4. Construction and layout of buildings												
9	4.1 General requirements												
10	4.2 Environment												
11	4.3 Locations of establishments												
12	Section 5. Layout of premises workspace												
13	5.1 General requirements												
14	5.2 Internal design, layout and traffic patterns												
15	5.3 Internal structures												
16	5.4 Location of equipment												
17	5.5 Laboratory facilities												
18	5.6 Temporary/mobile premises and vending												
19	5.7 Storage of food, packaging materials,												
20	Section 6. Utilities – air, water, energy												
21	6.1 General requirements												
22	6.2 Water supply												
23	6.3 Boiler chemicals												
24	6.4 Air quality ventilation												
25	6.5 Compressed air and other gases												
ISO 22000 Audit Risk Rating ISO 22000 Audit Planner 22002 Audit Risk Rating 22002 Audit Planner Sheet2													

[Click here to order the IFSQN FSSC 22000 Certification Package Now](#)

Benefits of FSSC 22000 Certification

The FSSC 22000 Food Safety Management System has been designed to overcome the problems that can be encountered when implementing an effective system.

When a business has a good understanding of Food Safety principles and has the commitment and resources to carry them out, a Food Safety Management System will deliver the promised benefits. Small to medium organisations found in the food industry, have fewer resources compared with large companies, and so find it difficult to implement an effective system.

The FSSC 22000 Food Safety Management System is designed to help organisations tackle the task of implementing an effective system and progress to certification. As Tony Connor of IFSQN explains the FSSC 22000 Food Safety Management System gives organisations a head start in developing their system and preparing for certification:

“The system includes Food Safety Procedures covering a comprehensive range of prerequisite programmes which enable an organisation to put in place fundamental food safety procedures that are compliant with the FSSC 22000 Certification Scheme. The system also provides guidance on how to manage and implement a HACCP system and determine Operational Prerequisite Programmes and Critical Control Points (CCPs). This process is aided by our implementation training guides and checklists which completely simplify the implementation process.”

“As a bonus our FSSC 22000 Food Safety Management System is backed up by expert support which is always available to provide assistance in developing the system.”