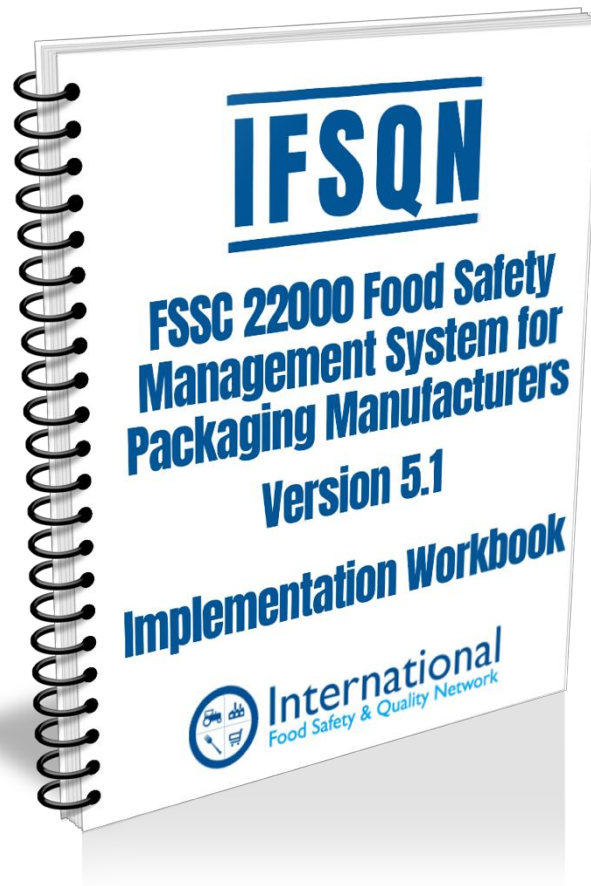


# FSSC 22000 Food Packaging Safety Management System Implementation Workbook



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:

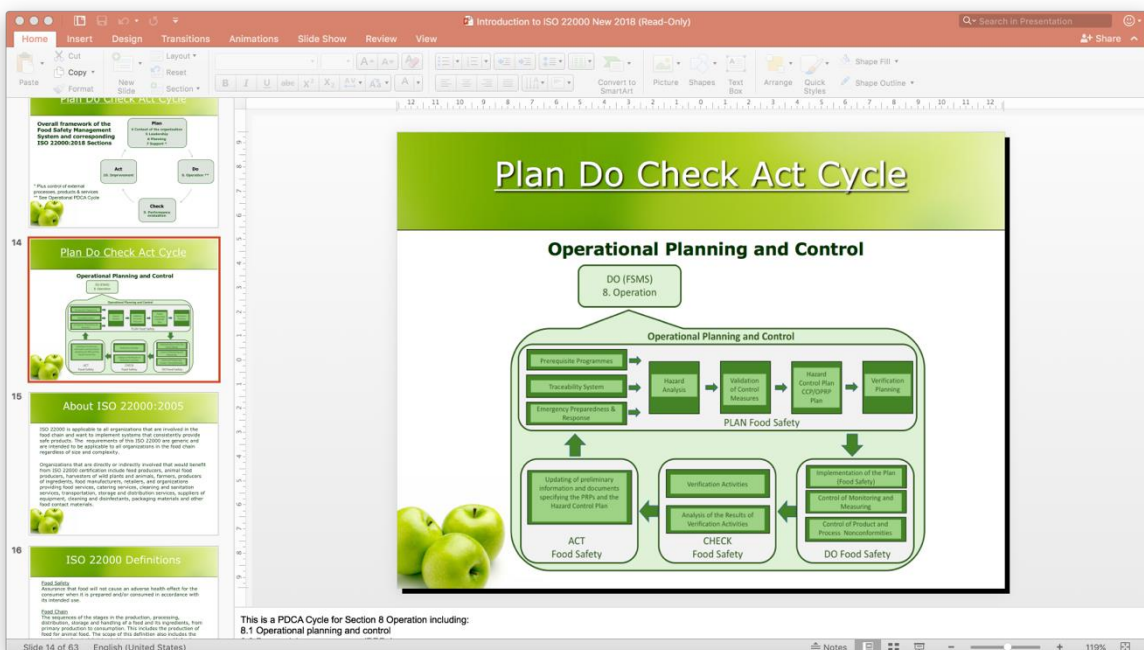
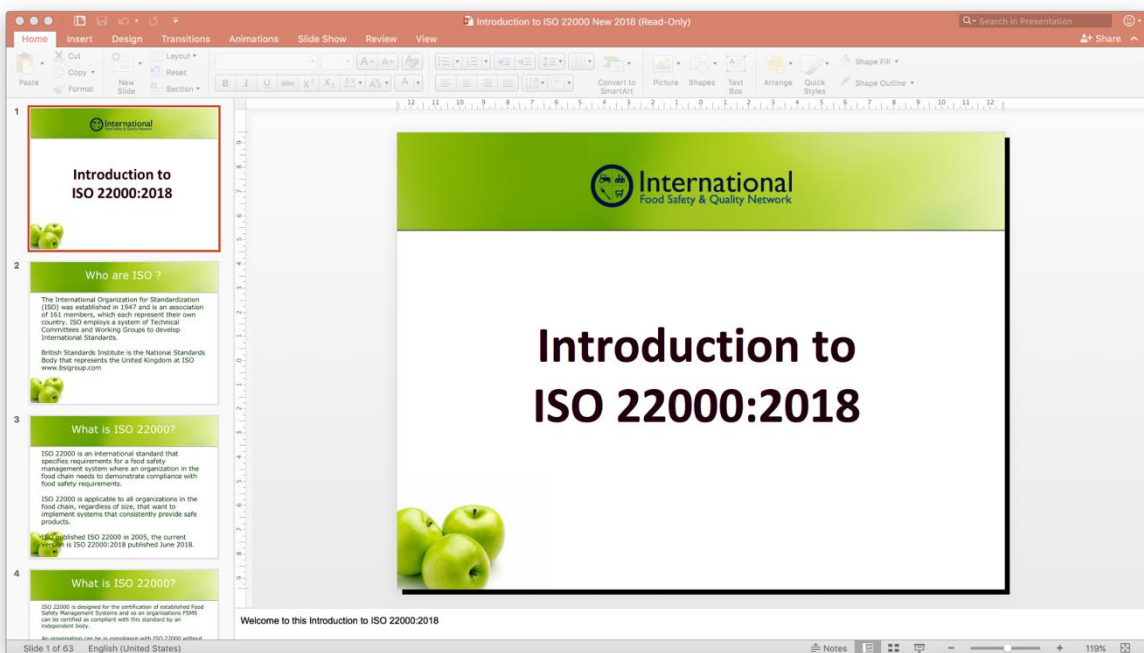
- ✓ Step One: ISO 22000 & ISO 22002-4 Familiarisation
- ✓ Step Two: GAP Analysis
- ✓ Step Three: Senior Management Implementation
- ✓ Step Four: Project 22000
- ✓ Step Five: Food Packaging Safety Management System
- ✓ Step Six: HACCP Implementation
- ✓ Step Seven: Internal Auditing Training & Checklists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

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Step One: ISO 22000 & ISO 22002-4 Familiarisation

### Training: Introduction to ISO 22000

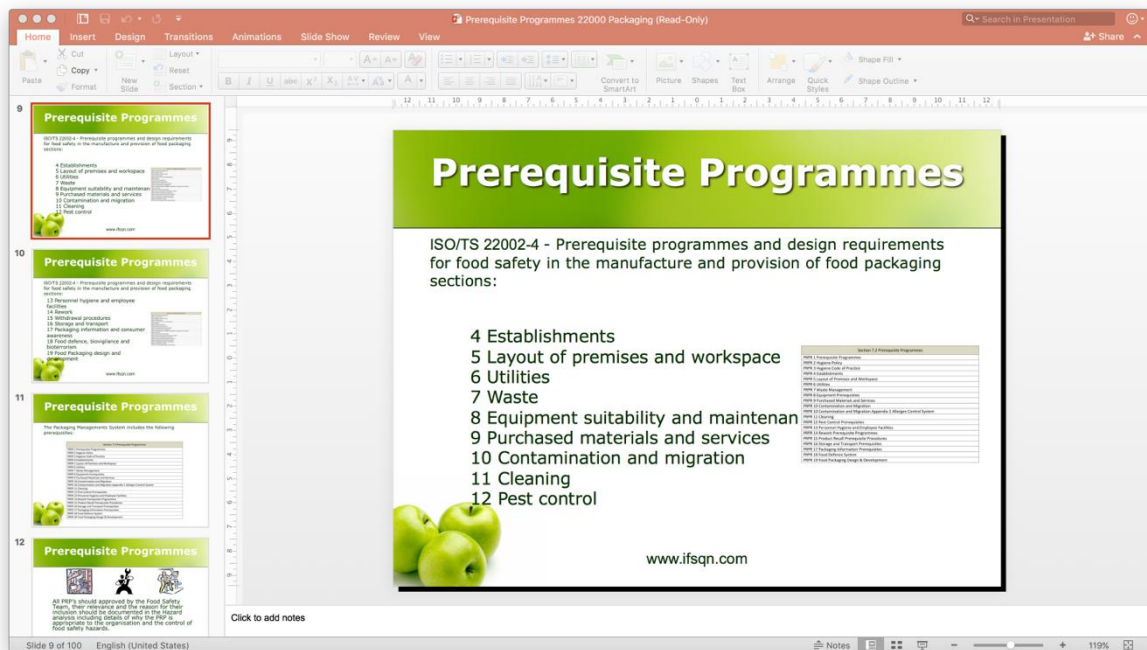
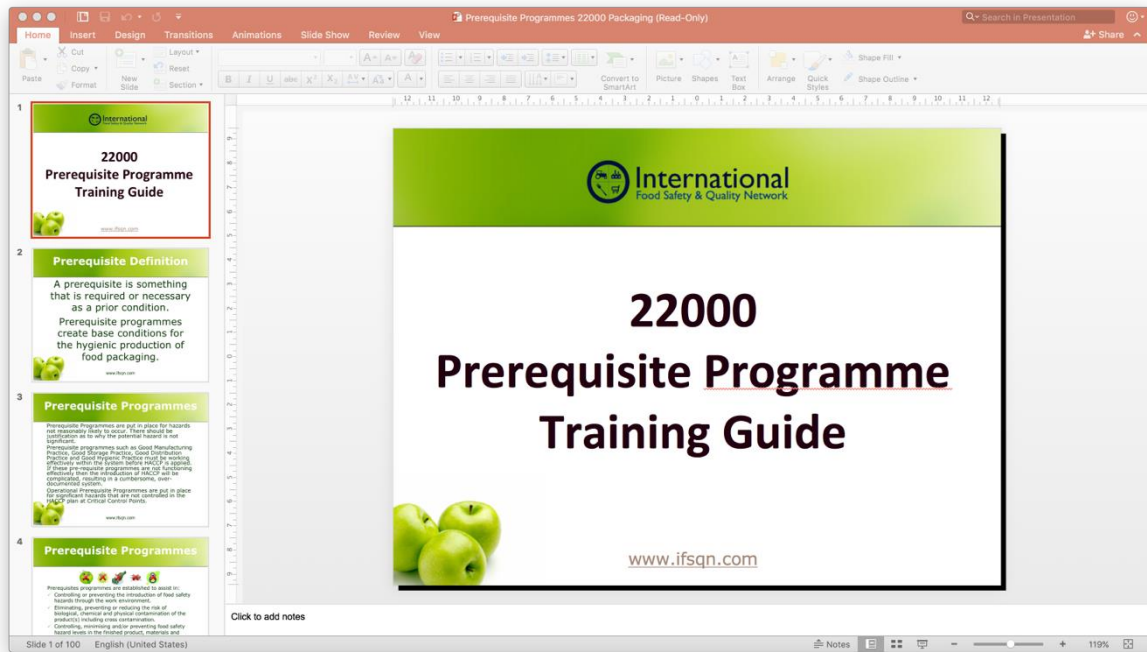
This PowerPoint presentation will introduce the ISO 22000 standard to the management team and explain exactly how to start the process of implementing an ISO 22000 compliant Food Packaging Safety Management System.



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Prerequisite Training

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



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Food Safety Team: ISO 22000 Implementation Guide

The Food Safety Team: ISO 22000 Implementation Guide PowerPoint presentation supplied with the system explains to the Food Safety Team their role in implementing an ISO 22000:2018 compliant Food Safety Management System.

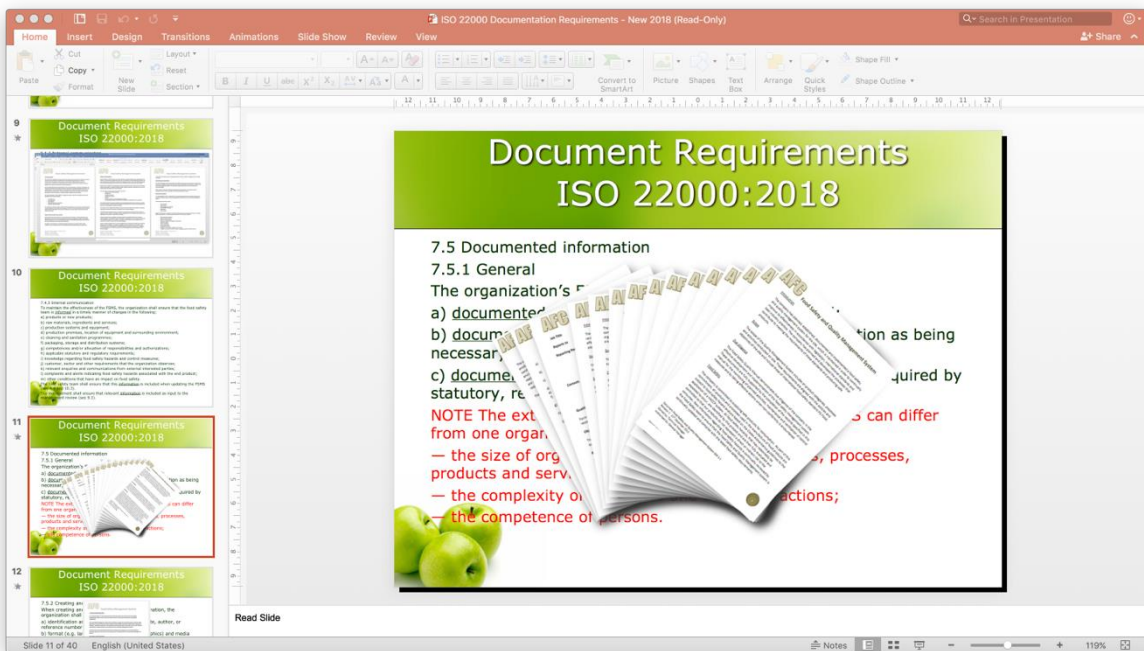




# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## ISO 22000 Document Requirement Guide

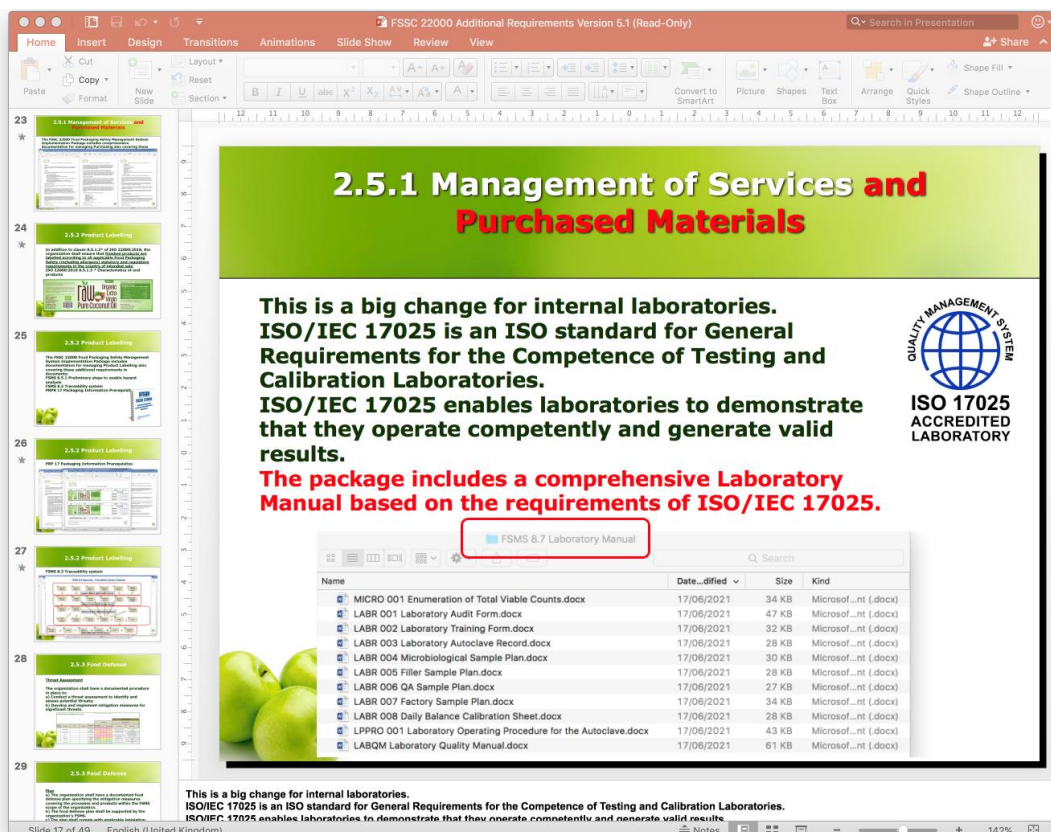
The ISO 22000 Document Requirement Guide PowerPoint presentation supplied explains to the Management Team the documentation required in an ISO 22000 compliant Food Safety Management System.



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## FSSC 22000 Additional Requirements Training Presentation

A presentation on the additional requirements of the FSSC 22000 Scheme is also provided.



### **Step Three: Senior Management Implementation**

Top Management need to start the implementation process.

Determine the Context of the organization, how to demonstrate Leadership and Planning establish the Food Safety Management System fundamentals including Food Safety Policies and Objectives ensuring the integration of the FSMS requirements into the organization's business processes.

At this stage, Top Management need to:

- ✓ determine the Context of the organization
- ✓ demonstrate Leadership
- ✓ plan the establishment of the FSMS
- ✓ plan to provide adequate support and resources to establish the FSMS
- ✓ ensure there is adequate infrastructure and work environment
- ✓ allocating responsibility and authority

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

- ✓ Determine external and internal issues that are relevant and affect its ability to achieve the intended result(s) of its FSMS
- ✓ Determine the interested parties (Customer, Regulatory, Statutory and other) that are relevant to the FSMS
- ✓ Determine Customer, Regulatory, Statutory and other relevant Food Safety requirements
- ✓ Define the scope and boundaries of the FSMS
- ✓ Develop a Food Safety Policy
- ✓ Based on the Food Safety Policy establish Food Safety Objectives
- ✓ 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 Top Management Team.

# FSSC 22000 Food Packaging Safety Management System Implementation

## Workbook

### Top Management FSMS Implementation Meeting

Date/Time

Venue

Agenda

1. Determine external and internal issues that are relevant and affect its ability to achieve the intended result(s) of its FSMS
2. Determine the interested parties (Customer, Regulatory, Statutory and other) that are relevant to the FSMS
3. Determine Customer, Regulatory, Statutory and other relevant Food Safety requirements
4. Define the scope and boundaries of the FSMS
5. Develop a Food Safety Policy
6. Based on the Food Safety Policy establish Food Safety Objectives
7. Plan the establishment of the FSMS using the project planner
8. Provide adequate support to establish the FSMS
9. Ensure there is adequate infrastructure and work environment
10. Allocate responsibility and authority
11. Assess, plan and establish appropriate internal and external communication (including the food chain) channels

Attendees:

Top Management Team		
Job Title	Name	Role in Team
Managing Director		Chairman
General Manager		Deputy Chair
Operations Manager		Operations Reporting
Technical Manager		Food Safety and Quality 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



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Top Management: Determine external and internal issues that are relevant and affect its ability to achieve the intended result(s) of its FSMS

Top Management need to determine the internal and external issues that are relevant to its purpose and that affect its ability to achieve the intended result(s) of its FSMS. In order to achieve this aim Top Management should out an Organization Analysis considering external and internal issues, including legal, technological, competitive, market, cultural, social and economic environments, cybersecurity and food fraud, food defence and intentional contamination, knowledge and performance of the organization.

This analysis can be carried out using the FSMS 4.1 Organization Risk Analysis Tool included in the package:

Organizational Risk Analysis							
Area of Issue	Description	Internal External	Positive Negative	International National Regional Local	Risk Level	Proposed Action	Timescale Priority
Legal	Issues complying with FSMA	Internal	Negative	National	High	Bring in external resource to assist in FSMA compliance	Priority
Technological	Technology out of date	Internal	Negative	International	Medium	Renew out of Date Technology	
Competition	Lack of Competition	External	Positive	Regional	Low	Increased Marketing	
Market	Only Short Term Customer Contracts	External	Negative	International	High	Seek Longer Term for Customer Contracts	Priority
Cultural	Product of Religious, ethical or moral significance	External	Negative	Local	Low	Also look to Products not of Religious, ethical or moral significance	
Social	Need for Seasonal Workers	Internal	Negative	Local	High	Contract Seasonal Workers	Priority
Economic environments	Harvest Failure	External	Negative	National	Medium	Look for Alternative Supplies	
Food fraud	Economically motivated adulteration (EMA)	External	Negative	International	Medium	Increased Supplier Assurance & Product Testing	
Food defence, Cybersecurity & Intentional contamination	Premises located in a politically or socially sensitive area	Internal	Negative	Local	High	Increase Security Short Term. Long Term look to relocate.	Priority
Knowledge (Organization)	Lack of Technical Skills	Internal	Negative	Local	Medium	Recruit Technical Skills	
Performance (Organization)	Unreliable Operations	Internal	Negative	Local	High	Project Implementation Operational Efficiency	Priority

The FSMS 4.1 Organization Risk Analysis Tool allows Top Management to summarise the Analysis by Area of Issue; Description of Issue; Whether Internal or External; Whether Positive or Negative; Whether International, National, Regional or Local; Risk Level; Proposed Action; Timescale and Priority.

FSSC 22000 Food Packaging Safety Management System Implementation  
Workbook

Top Management FSMS Implementation Checklist

The Top Management FSMS Implementation Meeting should follow the guidelines of the Top Management Implementation Checklist:

1	Top Management determine external and internal issues that are relevant and affect its ability to achieve the intended result(s) of its FSMS	
	External & Internal Issues	Actions to address risks and opportunities
2	Top Management Determine the interested parties (Customer, Regulatory, Statutory and Other) that are relevant to the FSMS.	
	Interested Parties (Customer, Regulatory, Statutory and Other)	Details

# FSSC 22000 Food Packaging Safety Management System Implementation

## Workbook

\* When determining this scope, Top Management consider the external and internal issues, the interested parties and applicable statutory, regulatory and customer requirements.

\*\* Top Management ensure that the food safety policy and the objectives of the FSMS are established and are compatible with the strategic direction of the organization

\*\*\* Top Management ensure the integration of the FSMS requirements into the organization's business processes

\*\*\*\* Top Management also need to ensure the importance of effective food safety management and conforming to the FSMS requirements, applicable statutory and regulatory requirements, and mutually agreed customer requirements related to food safety is communicated effectively.

The outputs from this meeting will be:

- ✓ Food Safety Policy
- ✓ Food Safety Objectives
- ✓ Defined Scope
- ✓ A Developed Project Planner
- ✓ Support Plan for Implementation/Training
- ✓ Plans for Infrastructure/Work Environment
- ✓ Allocation of Responsibility/Authority
- ✓ Defined Communication Channels

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook


## Top Management Define the Scope of the Food Safety Management System:

The define the scope of the Food Safety Management System all product categories, processes, activities conducted, production sites and any outsourced activities that can affect food safety.

All applicable customer, statutory and regulatory requirement and documents are identified including:

- Food Legislation
- Food Regulations
- National/International Standards
- Customer Codes of Practice

Top Management should establish a system (possibly through the Industry Federation) to ensure that it is kept informed of all relevant legislation, food safety issues, legislative scientific and technical developments and Industry Codes of Practice applicable in the country of production and, where known, the country where the product will be sold. This information should be used for reference and Hazard Analysis.



### Food Safety Management System

4.3 Determining the scope of the food safety management system

The company has planned, established, documented and implemented a food safety management system, which is maintained in order to continually improve its effectiveness in accordance with legislation, international standards and best industry practice.

Scope

The scope of the Food Safety Management System includes all product categories, processes, activities conducted, production sites and any outsourced activities that can affect food safety.

The scope has been defined considering the Top Management Organization Analysis of external and internal issues, including legal, technological, competitive, market, cultural, social and economic environments, cybersecurity and food fraud, food defence and intentional contamination, knowledge and performance of the organization.


Top management has determined relevant interested parties and the food safety requirements of those interested parties and these have been considered in defining the scope of the Food Safety Management System.

These requirements are aligned with the policies and objectives of the company and include those of the following standards:

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

Scope of the Food Safety Management System				
Product Categories	Processes	Activities	Production Sites	Outsourced Activities

Document Reference FSMS 4.3 Determining the scope of the food safety management system  
Revision 1 - 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager

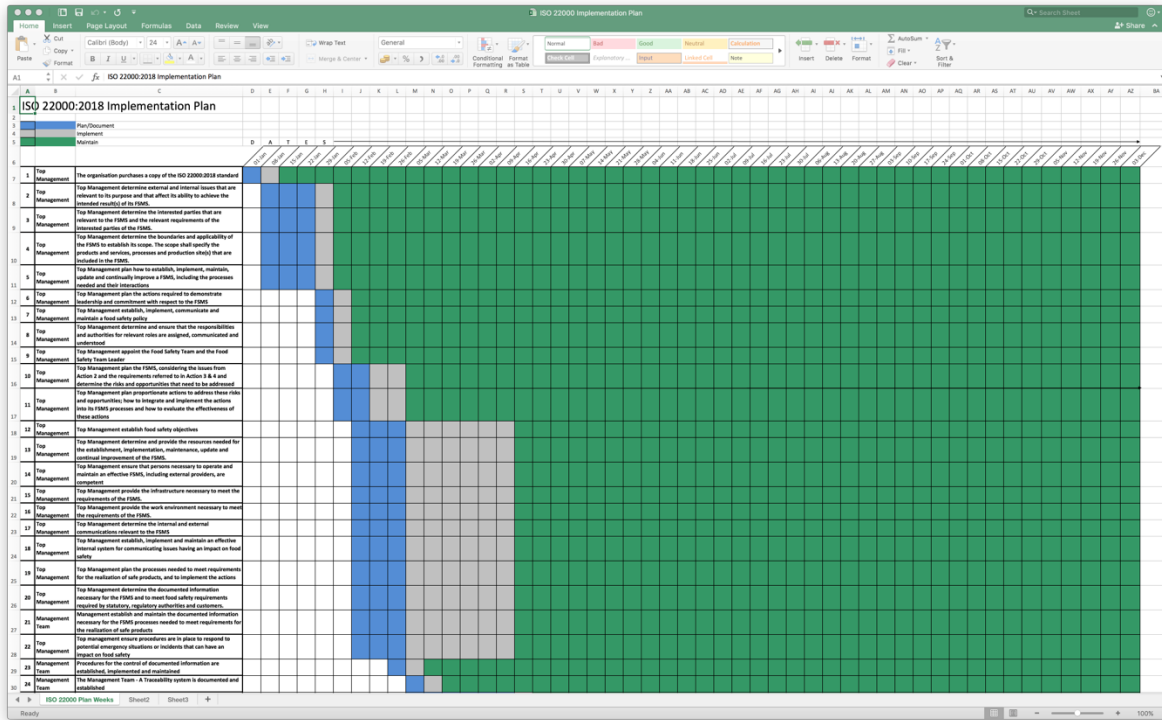





# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Top Management Establish the Project Plan

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





### ISO 22000:2018 Implementation Plan

Step	Responsible Team	Implementation Task
1	Top Management	The organisation purchases a copy of the ISO 22000:2018 standard
2	Top Management	Top Management determine external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended result(s) of its FSMS.
3	Top Management	Top Management determine the interested parties that are relevant to the FSMS and the relevant requirements of the interested parties of the FSMS.
4	Top Management	Top Management determine the boundaries and applicability of the FSMS to establish its scope. The scope shall specify the products and services, processes and production site(s) that are included in the FSMS.
5	Top Management	Top Management plan how to establish, implement, maintain, update and continually improve a FSMS, including the processes needed and their interactions
6	Top Management	Top Management plan the actions required to demonstrate leadership and commitment with respect to the FSMS
7	Top Management	Top Management establish, implement, communicate and maintain a food safety policy
8	Top Management	Top Management determine and ensure that the responsibilities and authorities for relevant roles are assigned, communicated and understood
9	Top Management	Top Management appoint the Food Safety Team and the Food Safety Team Leader
10	Top Management	Top Management plan the FSMS, considering the issues from Action 2 and the requirements referred to in Action 3 & 4 and determine the risks and opportunities that need to be addressed
11	Top Management	Top Management plan proportionate actions to address these risks and opportunities; how to integrate and implement the actions into its FSMS processes and how to evaluate the effectiveness of these actions
12	Top Management	Top Management establish food safety objectives
13	Top Management	Top Management determine and provide the resources needed for the establishment, implementation, maintenance, update and continual improvement of the FSMS.

Document Reference FSMS 8 ISO 22000:2018 Implementation Plan  
 Revision 1 22<sup>nd</sup> June 2018  
 Owned by: Production Manager  
 Authorised By: Technical Manager

# FSSC 22000 Food Packaging Safety Management System Implementation

## Workbook

- External communication and liaison regarding the management systems.

Site and Departmental Annual Objectives and targets are agreed and documented in the Management Review minutes.

Objectives of the food safety management system and planning to achieve them

For Objectives Top Management need to define:

- what will be done
- what resources will be required
- who will be responsible
- when it will be completed
- how the results will be evaluated.

### Key Personnel and Nominated Deputies

Job Title	Job Holder	Nominated Deputy
Emergency Response Coordinator		
General Manager		
Operations Manager		
Production Manager		
Warehouse Manager		
Maintenance Manager		
Factory Safety Manager		
Human Resource Manager		
Quality Manager		
Packing Manager		
Technical Manager (Food Safety Team Leader)		
Goods Receipt Manager		
Design and Development Manager		
Planning Manager		
Customer Service Manager		
Laboratory Manager		
Distribution Manager		



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Top Management establish Communication Channels

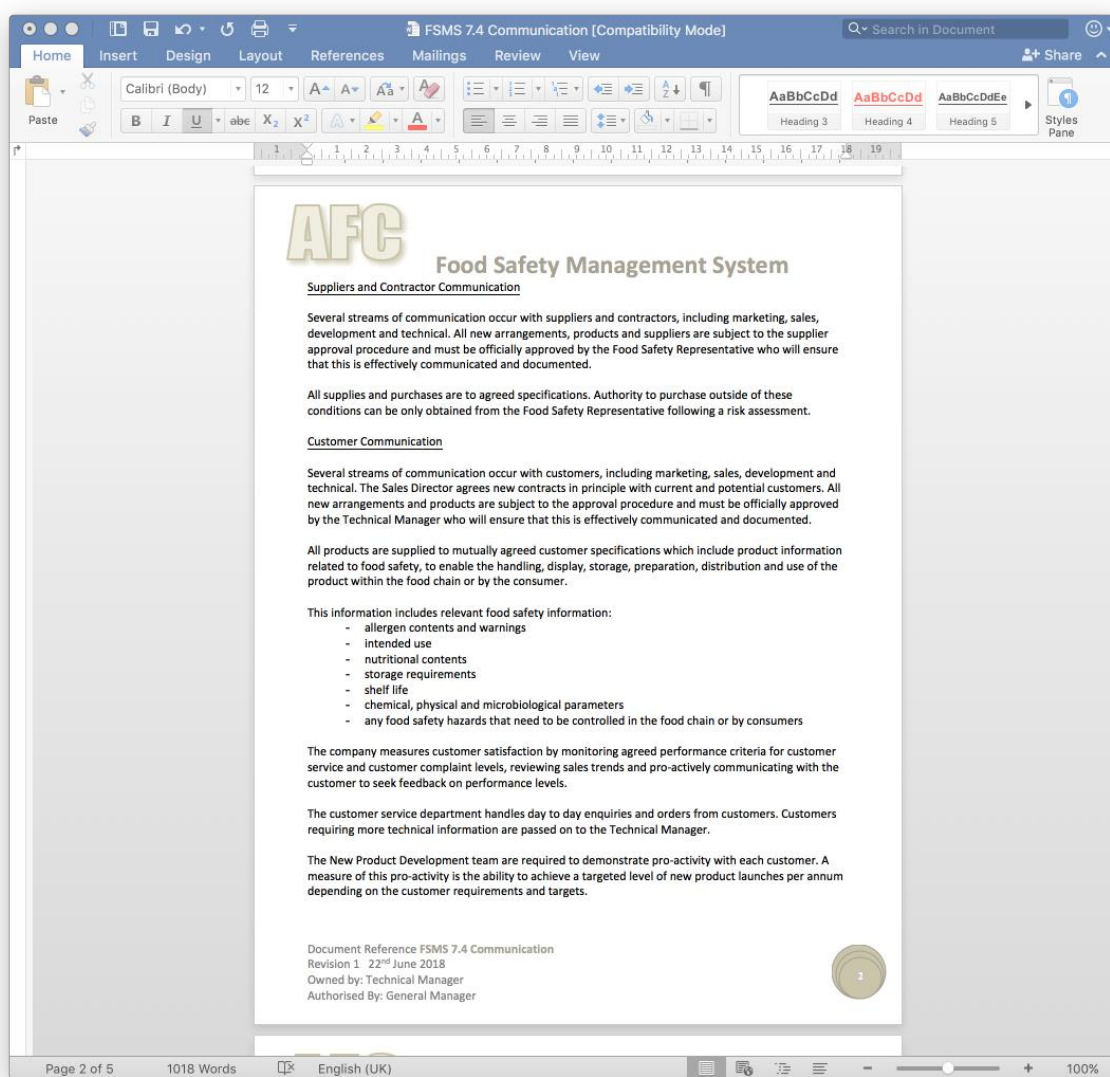
Top Management must establish and document clear levels of communication for suppliers, contractors, customers, food authorities and staff within the food safety management system. Detailed communication arrangements and food safety communication responsibilities for all levels of management should be contained in the food safety and quality manual. The communication procedures should apply to all members of staff, both full time and temporary.

Procedures should be in place to address communication including:

### Suppliers and Contractor Communication

### Customer Communication

### Food Authority Communication





# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## 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:

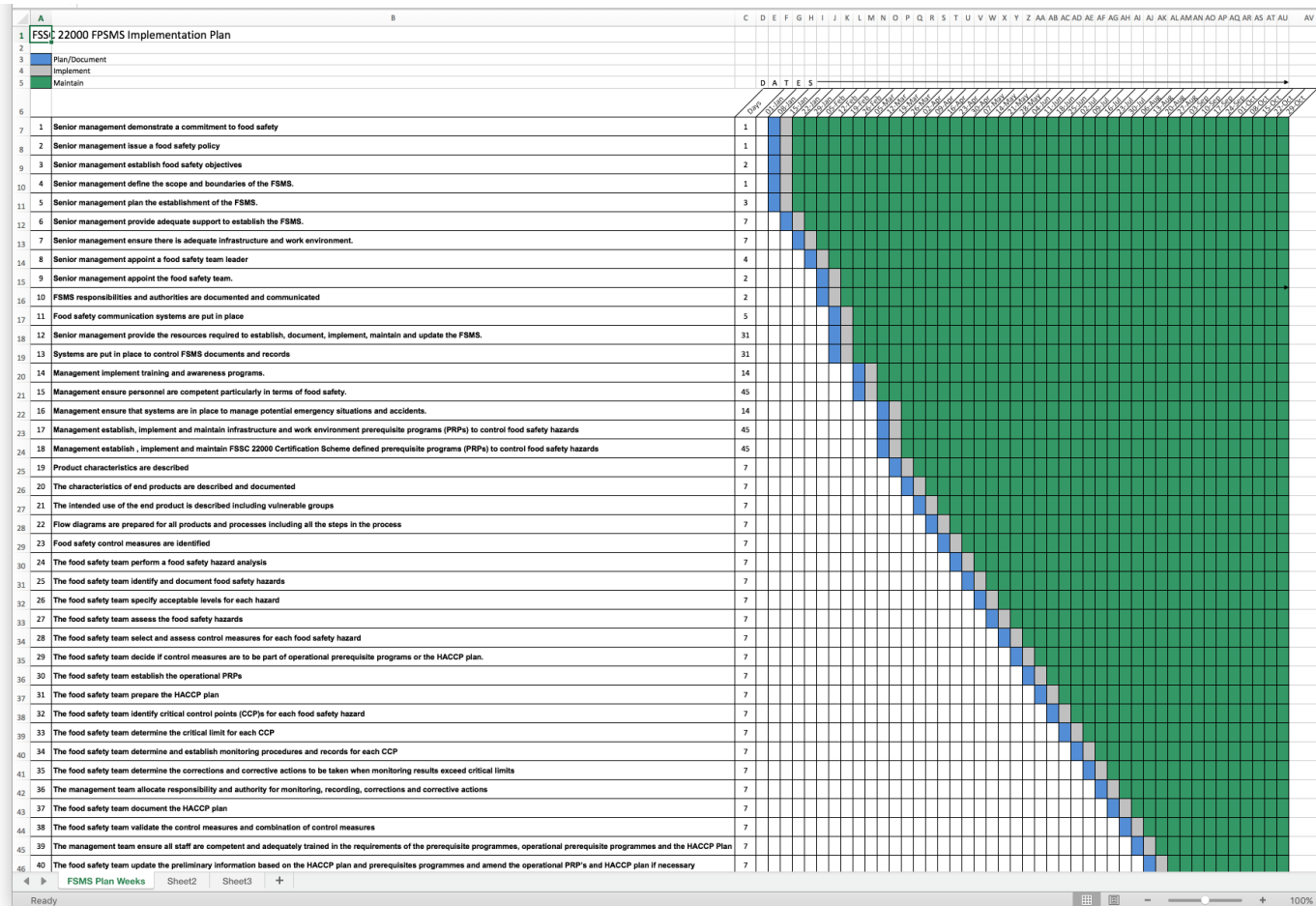
- ✓ Steering Group are established and briefed
- ✓ The Steering Group take control of the Project Plan established by Senior Management

<b>Food Packaging Safety Management System Steering Group</b>			
<b>FPSMS Team Member</b>	<b>Name</b>	<b>Position</b>	<b>Qualification</b>
FPSMS Team Leader			
FPSMS Assistant Leader			
FPSMS Team Members			

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## 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 Food Packaging Safety Management System Implementation Workbook

Project Planning Tasks		Responsibility	Comments	Due Date for Completion	Date Completed
1	The organisation purchases a copy of the ISO 22000:2018 standard	Top Management			
2	Top Management determine external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended result(s) of its FSMS.	Top Management			
3	Top Management determine the interested parties that are relevant to the FSMS and the relevant requirements of the interested parties of the FSMS.	Top Management			
4	Top Management determine the boundaries and applicability of the FSMS to establish its scope. The scope shall specify the products and services, processes and production site(s) that are included in the FSMS.	Top Management			
5	Top Management plan how to establish, implement, maintain, update and continually improve a FSMS, including the processes needed and their interactions	Top Management			
6	Top Management plan the actions	Top Management			

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## 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:

### 4 Context of the organization

FSMS 4.1 Understanding the organization and its context

FSMS 4.2 Understanding the needs and expectations of interested parties

FSMS 4.3 Determining the scope of the food safety management system

FSMS 4.4 Food safety management system

**AFC** Food Safety Management System

#### 4.1 Understanding the organization and its context

The company has determined internal and external issues that are relevant to its purpose and that affect its ability to achieve the intended result(s) of its FSMS. In order to achieve this aim Top Management have carried out an Organization Analysis considering external and internal issues, including legal, technological, competitive, market, cultural, social and economic environments, cybersecurity and food fraud, food defence and intentional contamination, knowledge and performance of the organization.

Organization Analysis				
Area of Issue	Description	Internal	Positive	International
		External	Negative	National Regional Local
Legal				
Technological				
Competition				
Market				
Cultural				
Social				
Economic environments				
Cybersecurity				
Food fraud				
Food defence				
Intentional contamination				
Knowledge (Organization)				
Performance (Organization)				

Top management are responsible for identifying, reviewing and updating information related to these external and internal issues.

Document Reference FSMS 4.1 Understanding the organization and its context  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

FSMS 4.1 Organization Analysis

Organizational Risk Analysis							
Area of Issue	Description	Internal External	Positive Negative	International National Regional Local	Risk Level	Proposed Action	Timescale Priority
Legal	Issues complying with FSMA	Internal	Negative	National	High	Bring in external resource to assist in FSMA compliance	Priority
Technological	Technology out of date	Internal	Negative	International	Medium	Renew out of Date Technology	
Competition	Lack of Competition	External	Positive	Regional	Low	Increased Marketing	
Market	Only Short Term Customer Contracts	External	Negative	International	High	Seek Longer Term for Customer Contracts	Priority
Cultural	Product of Religious, ethical or moral significance	External	Negative	Local	Low	Also look to Products not of Religious, ethical or moral significance	
Social	Need for Seasonal Workers	Internal	Negative	Local	High	Contract Seasonal Workers	Priority
Economic environments	Harvest Failure	External	Negative	National	Medium	Look for Alternative Supplies	
Food fraud	Economically motivated adulteration (EMA)	External	Negative	International	Medium	Increased Supplier Assurance & Product Testing	
Food defence, Cybersecurity & Intentional contamination	Premises located in a politically or socially sensitive area	Internal	Negative	Local	High	Increase Security Short Term. Long Term look to relocate.	Priority
Knowledge (Organization)	Lack of Technical Skills	Internal	Negative	Local	Medium	Recruit Technical Skills	
Performance (Organization)	Unreliable Operations	Internal	Negative	Local	High	Project Implementation Operational Efficiency	Priority

FSMS 4.2 Understanding the needs a...

## AFC Food Safety Management System

### 4.2 Understanding the needs and expectations of interested parties

Top management has determined relevant interested parties and the food safety requirements of those interested parties so that the company has confidence in its ability to consistently provide products and services that meet applicable statutory, regulatory and customer requirements.

Category	Food Safety Requirement	International National Regional Local
Statutory		International
Statutory		National
Statutory		Regional
Statutory		Local
Regulatory		International
Regulatory		National
Regulatory		Regional
Regulatory		Local
Customer 1		International
Customer 2		National
Customer 3		Regional
Customer 4		Local
Customer 5		

Top management are responsible for identifying, reviewing and updating information related to the interested parties and their requirements.

Document Reference FSMS 4.2 Understanding the needs and expectations of interested parties  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager

Page 1 of 1    104 Words    English (UK)    100%



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## 5 Leadership

FSMS 5.1 Leadership and commitment

FSMS 5.2 Policy

FSMS 5.3 Organizational roles, responsibilities and authorities

**AFC** Food Safety Management System

### 5.1 Leadership and commitment

Top management demonstrate clear and visible commitment to the Food Safety Management System by establishing and implementing, then fully communicating and supporting its policies, procedures and objectives. Top Management is committed to continually improve the effectiveness of the Food Safety Management System by regular monitoring, review and pro-active actions.

Top Management has a total commitment to food safety observing all legal, moral and ethical codes and this is the concern of every employee.

Top management demonstrate clear and visible leadership commitment by:

- Establishing and implementing a Food Safety Policy compatible with the strategic direction of the organization
- Communicating and Maintaining the Food Safety Policy
- Establishing and implementing Food Safety Objectives compatible with the strategic direction of the organization
- Communicating and Maintaining the Food Safety Objectives
- Ensuring the integration of the Food Safety Management System requirements into business processes
- Conducting regular pro-active management reviews and communicating outputs.
- Communicating commitment to satisfying customer requirements including food safety, quality and service
- Communicating commitment to meeting applicable statutory and regulatory requirements related to food safety
- Supporting and planning the development and operation of the Food Safety Management System
- Ensuring the Food Safety Management System is maintained when changes are planned and implemented.
- Establishing documentation required for the effective development, implementation and updating of the Food Safety Management System and communicating pertinent information throughout the organisation.
- Providing the resources and training to achieve company Policies and Objectives
- Providing the infrastructure and work environment to meet company Policies and Objectives
- Supporting other relevant management roles to ensure that the Food Safety Management System is effectively implemented
- Promoting an ethic of continuous improvement throughout the company.
- Directing and supporting persons to ensure the strict observation of all food safety system procedures, the use of correct materials and equipment, recording and reporting of both standard and non-standard events and compliance with the company rules

Document Reference FSMS 5.1 Leadership and commitment  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager

Page 1 of 2    402 Words    100%

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

**AFC**

## Job Descriptions

**Job Title** General Manager

**Reports to** Managing Director

**Reporting Personnel** Operations Manager  
Technical Manager  
Packaging Manager  
General Distribution Manager  
Finance Director  
Supply Chain Manager

**Contacts** Employees  
Manufacturers/Suppliers  
Contractors  
Factory Inspectorate  
Customers

**Qualifications**

Formal qualification in Food Technology to Degree or HND standard. Demonstrable track record. At least 10yrs experience at Senior Management level in the food industry.

**Objective**

The General Manager has a brief to develop the General, meeting targets (i.e. profitability, quality, delivery) as agreed with the Managing Director and Owner.

**Responsibilities**

The General Manager is responsible for achieving the company vision for general operations standards and ensuring that company standards are fully implemented and policies and objectives are achieved

To develop, motivate and organise staff to meet short, medium and long term objectives.

Conduct an Organization Analysis considering external and internal issues, including legal, technological, competitive, market, cultural, social and economic environments, cybersecurity and food fraud, food defence and intentional contamination, knowledge and performance of the organization with Top Management and initiate appropriate actions.

To control materials in order to achieve target yields set in Company budget.

Document Reference FSMS 5.3 Appendix Job Descriptions  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: General Manager  
Authorised By: Managing Director

Page 1 of 16 2438 Words English (UK) 100%

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

**AFC**  
Food Safety Management System

**6.3 Planning of changes**

Top Management determines the need for changes to the Food Safety Management system and plans those changes. When changes are made, Top Management consider:

- the purpose of the changes and their potential consequences
- the availability of resources to effectively implement the changes
- the allocation or re-allocation of responsibilities and authorities

Top Management are responsible for ensuring that the changes are carried out in a planned manner and effectively communicated.

Changes are subject to Process Change Approval and a Process Change Approval Form is completed:

Process Change Approval			
Process Change Proposed			Proposer
Description			
Reason for Change			
Process Change Category			
Raw Material <input type="checkbox"/>	Supplier <input type="checkbox"/>	Process Change <input type="checkbox"/>	Equipment <input type="checkbox"/>
Recipe <input type="checkbox"/>	Personnel <input type="checkbox"/>	Customer <input type="checkbox"/>	New Product <input type="checkbox"/>
Full details of proposed change			Proposer

Document Reference FSMS 6.3 Planning of changes  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager

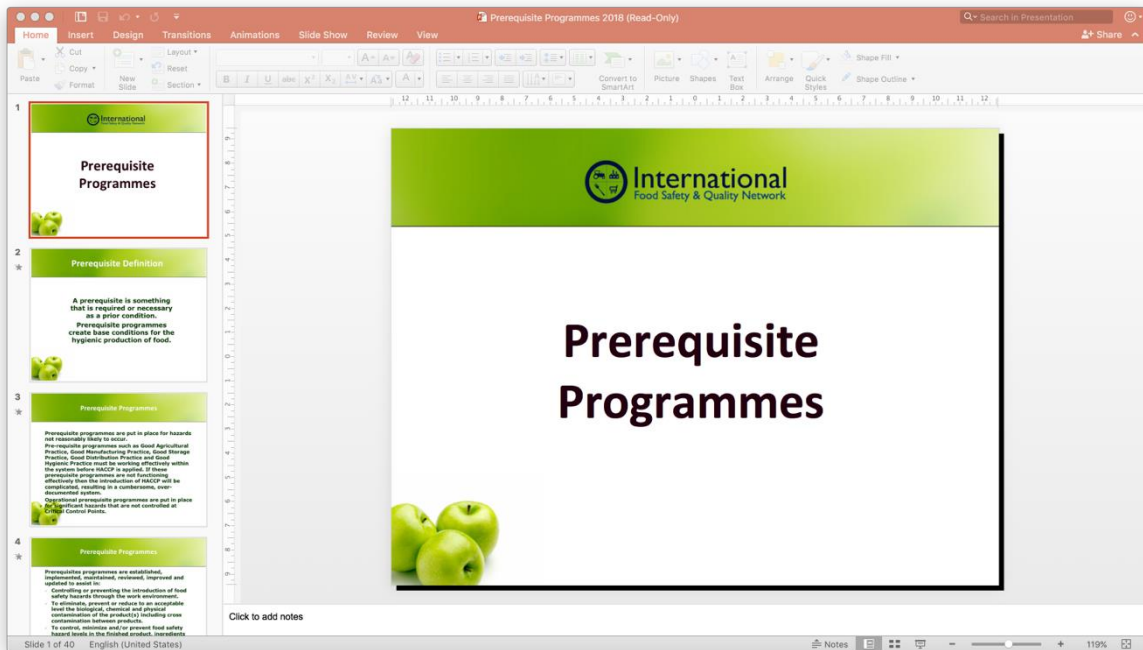
**AFC**  
Food Safety Management System

Risk Assessment Summary and Change Categorisation		Technical Manager
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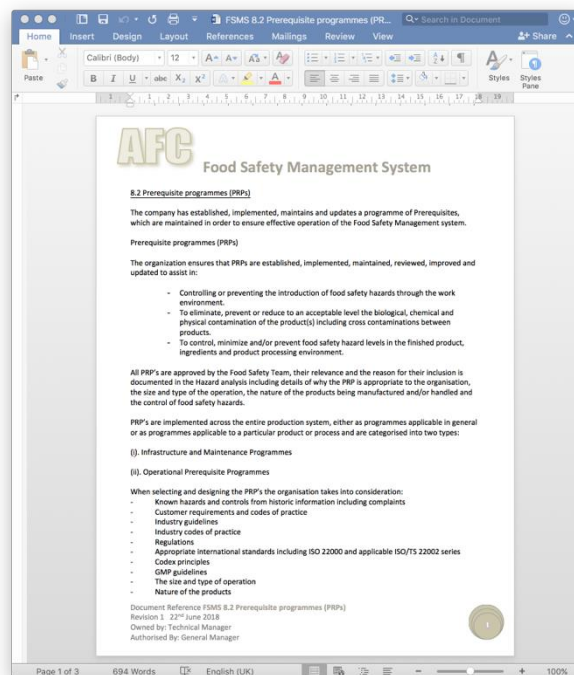
# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Prerequisite Programme Document Implementation

The Prerequisite Programme documents should be edited and procedures implemented as per the plan and relevant training given. It is advisable that all involved particularly the Food Safety/HACCP Team view the Prerequisite Programmes training presentation first.



## FSMS 8.2 Prerequisite programmes (PRPs)



Prerequisite Programmes Manual

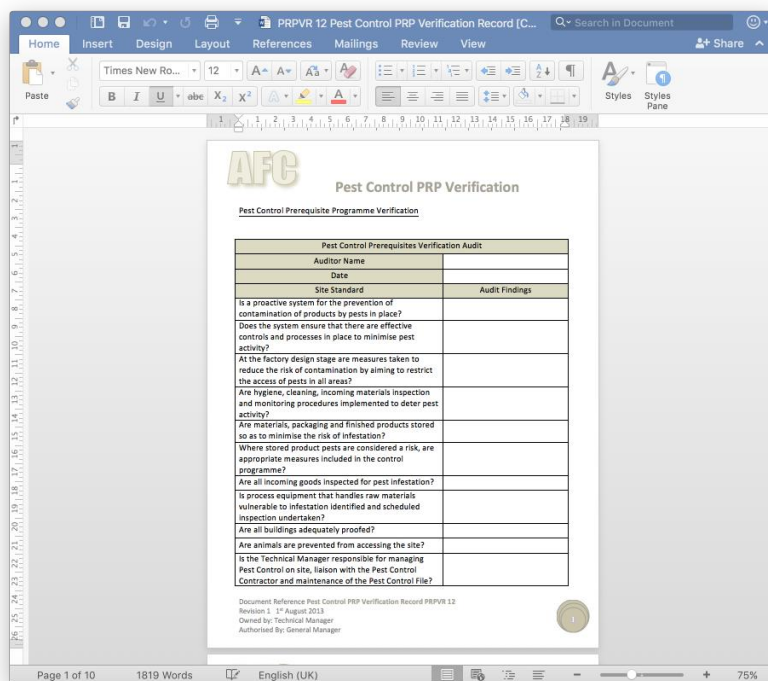
A comprehensive set of prerequisite programmes templates that you can use to define your Infrastructure and Maintenance Standards and those prerequisites defined in ISO/TS 22002-4 Prerequisite programmes on food safety – Part 4 Food packaging manufacturing

- PRP 1 Prerequisite Programmes
- PRP 2 Hygiene Policy
- PRP 3 Hygiene Code of Practice
- PRP 4 Establishments
- PRP 5 Layout of Premises and Workspace
- PRP 6 Utilities
- PRP 7 Waste Management
- PRP 8 Equipment Prerequisites
- PRP 9 Purchased Materials and Services
- PRP 10 Contamination and Migration
- PRP 10 Appendix 1 Allergen Control System
- PRP 11 Cleaning
- PRP 12 Pest Control Prerequisites
- PRP 13 Personnel Hygiene and Employee Facilities
- PRP 14 Rework Prerequisite Programmes
- PRP 15 Product Recall Prerequisite Procedures
- PRP 16 Storage and Transport Prerequisites
- PRP 17 Packaging Information Prerequisites
- PRP 18 Food Defence System
- PRP 19 Food Packaging Design & Development



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Sample Prerequisite Programmes Verification Records



## Sample Operational Prerequisite Programmes

Samples of operational prerequisite programmes including matching validation records and verification records:

- OPRP 1 Glass & Brittle Material Breakage Procedure
- OPRP 2 Metal Detection
- OPRP 3 Control of Knives
- OPRP 4 Maintenance
- OPRP 5 Hygiene Policy
- OPRP 6 Glass Policy
- OPRP 7 Control of Brittle Materials
- OPRP8 Control of Purchased Materials and Service

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Step Six: HACCP Implementation

We will now go through a step by step guide to implementing your HACCP using the HACCP Calculator. It is advisable that all involved particularly the Food Safety/HACCP Team view the following training presentations first:

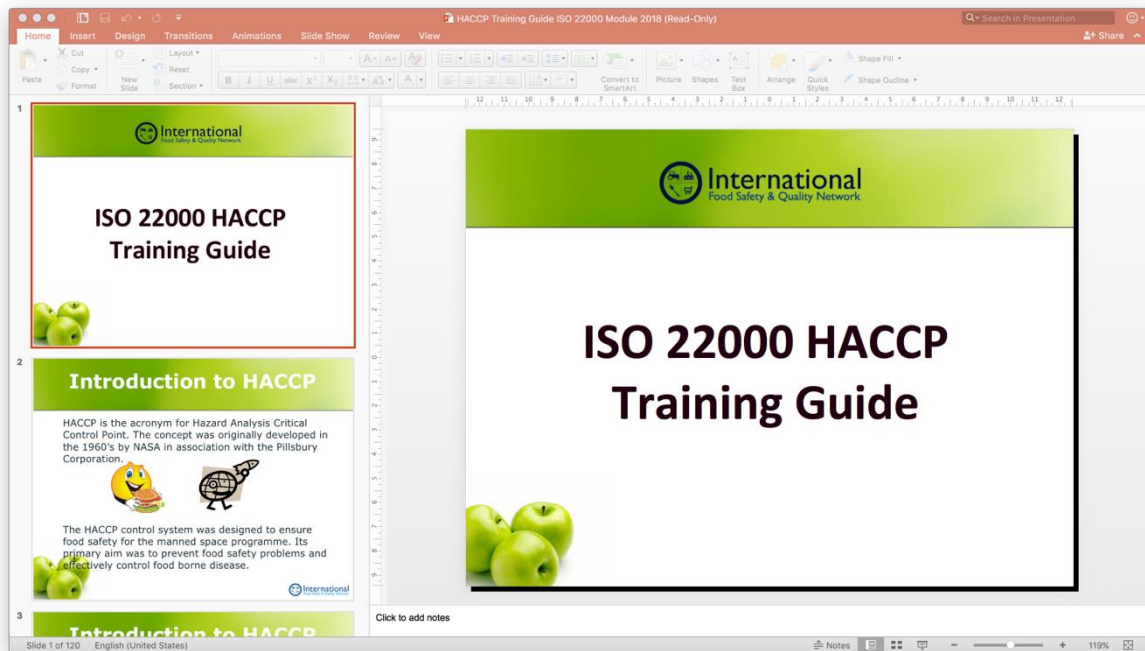
### Food Safety Team: ISO 22000 Implementation Guide



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## HACCP Training

An illustrated PowerPoint HACCP training presentation is supplied to train your food safety team.



The HACCP documents should be edited and procedures implemented by the Food Safety Team as per the plan.

### 8.5 Hazard control

FSMS 8.5.1 Preliminary steps to enable hazard analysis

FSMS 8.5.2 Hazard analysis

FSMS 8.5.3 Validation of control measure(s) and combinations of control measures

FSMS 8.5.4 Hazard control plan (HACCP/OPRP plan)

FSMS 8.6 Updating the information specifying the PRPs and the hazard control plan

FSMS 8.8 Verification related to PRPs and the hazard control plan

The Management Team will also be editing implementing procedures:

FSMS 8.1 Operational planning and control

FSMS 8.3 Traceability system

FSMS 8.4 Emergency preparedness and response

FSMS 8.7 Control of monitoring and measuring

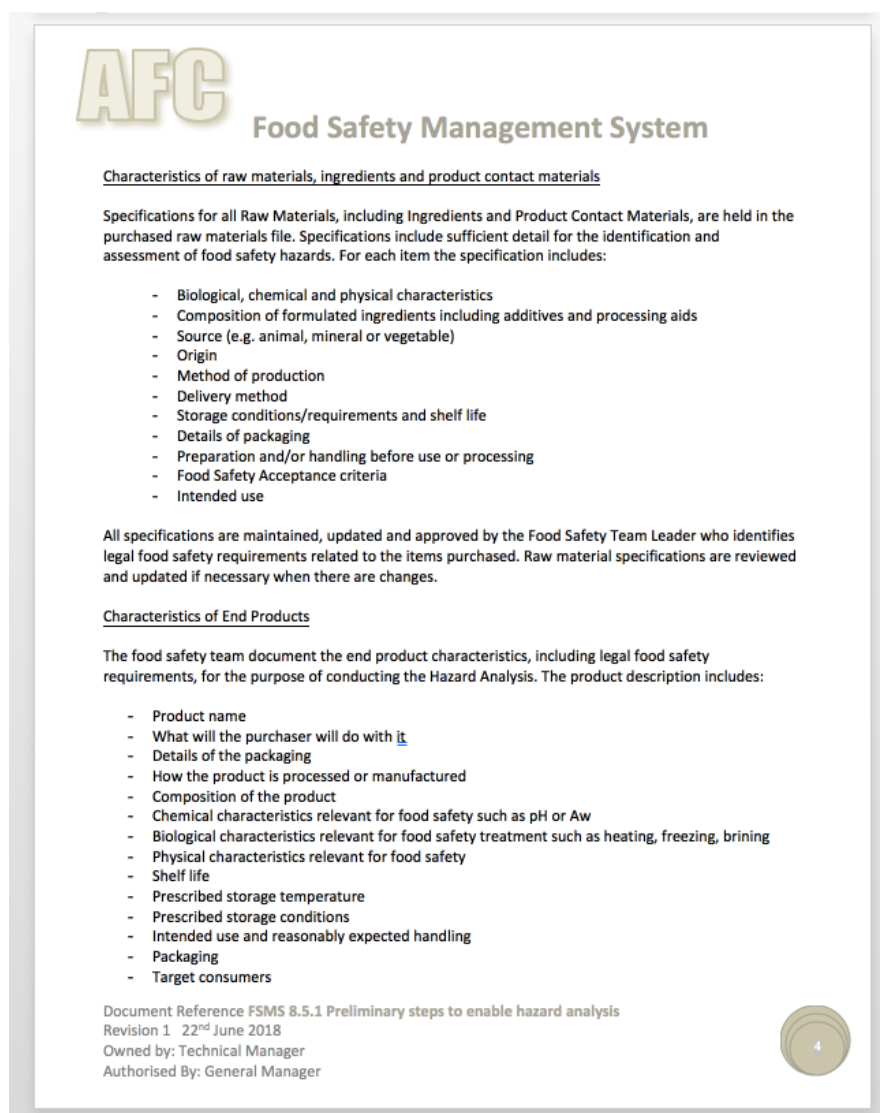
FSMS 8.9 Control of product and process nonconformities

FSMS 8.9.5 Withdrawal/recall

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## **8.5 Hazard control**

The Food Safety Team should follow, edit and maintain HACCP document FSMS 8.5.1 Preliminary steps to enable hazard analysis



This document covers the following:

HACCP (Food Safety) Team

HACCP Scope

Characteristics of raw materials, ingredients and product contact materials

Characteristics of End Products

Intended Use

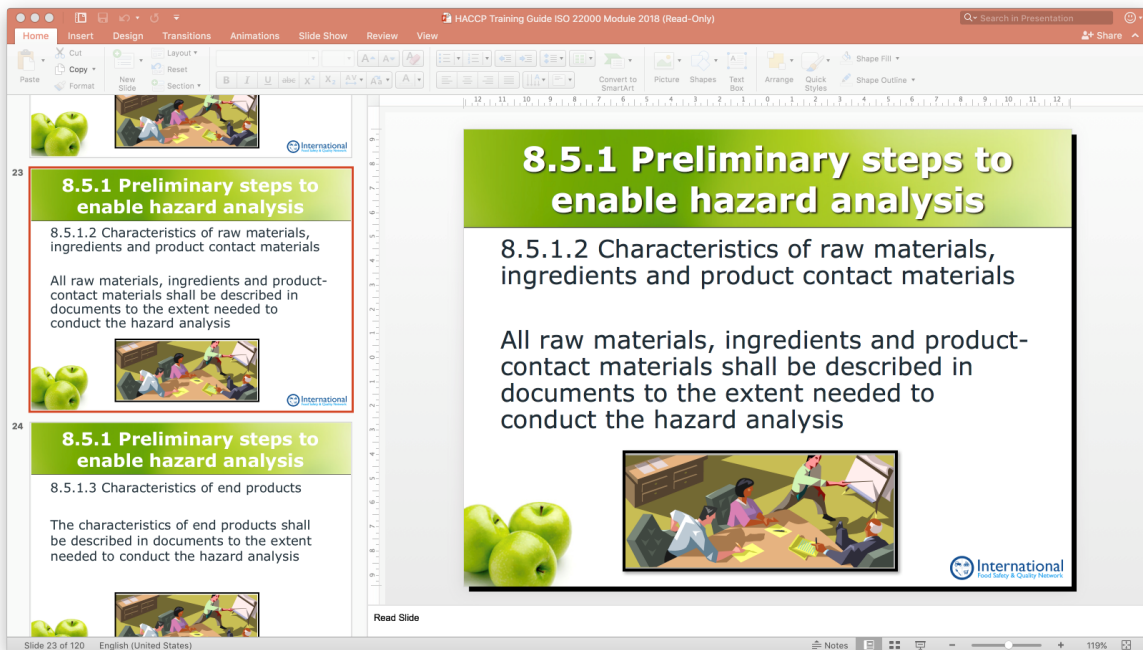
Preparation of the flow diagrams

The flow chart is confirmed physically on site by the Food Safety team who conduct a walk through verifying all steps in the process flow chart.

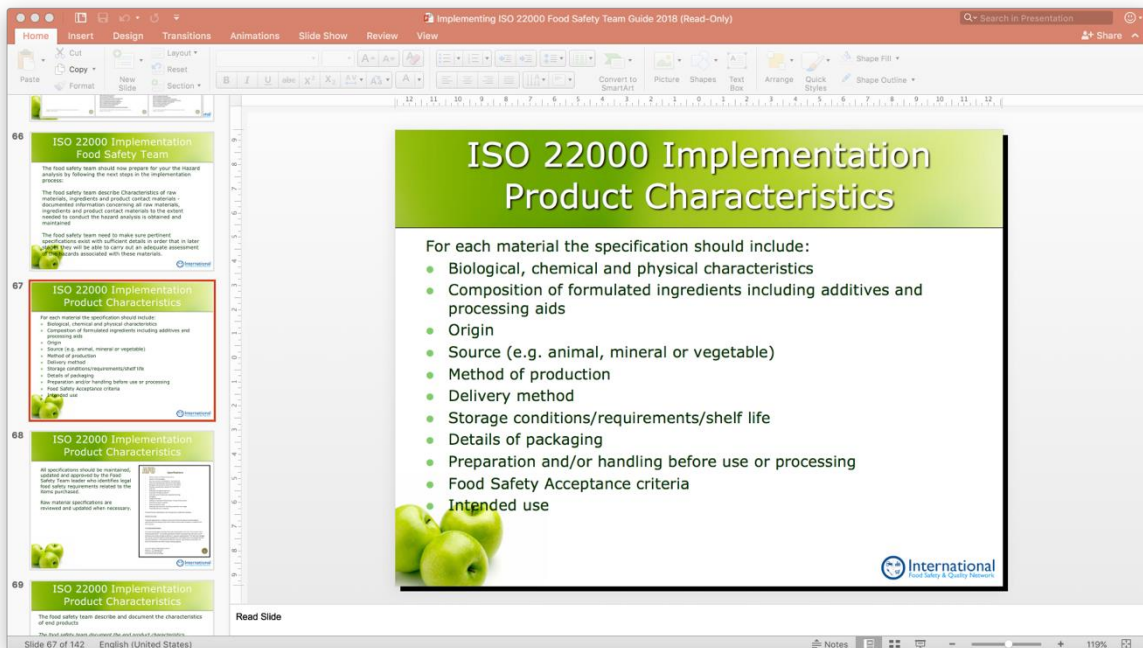
Description of processes and process environment

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

There is guidance in HACCP Training Guide ISO 22000 Module 2018




There is also guidance in Implementing ISO 22000 Food Safety Team Guide 2018





# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

The Food Safety Team should follow, edit and maintain HACCP document FSMS 8.5.2 Hazard Analysis



## Food Safety Management System

**8.5.2 Hazard Analysis**

**Hazard Identification**

The Food Safety Team conducts a hazard analysis for food safety hazards that are reasonably likely to occur for each product and process category. A hazard analysis is conducted every time there are relevant changes.

The Food Safety Team record the food safety hazards that are reasonably likely to occur for each product and process category in each process facility as identified by the information gathered in the steps so far:

- Scope of the HACCP Study
- Characteristics of raw materials, ingredients and product contact materials
- Characteristics of End Products
- Intended use
- Flow diagrams
- Description of processes and process environment
- Control Measures


In addition Food Safety Hazards are identified and recorded based on:

- Experience (Food Safety Team knowledge)
- External and internal Information such as epidemiological studies, scientific and other historical information relating to the product food safety
- Information from the Food Chain on Food Safety Hazards of relevance for intermediate products, end products and the food at the time of consumption
- Customer, regulatory and statutory requirements
- Customer complaints
- Previous internal non-conformances are used to help assess the risk.

The Food Safety Team:

- Identify hazards taking into account the steps preceding and following the specified operation, process equipment, process services and surroundings, persons, all steps in the flow diagram and preceding and following links in the food chain
- Consider hazards in sufficient detail to enable hazard assessment and the selection of appropriate control measures
- Identify step(s) (e.g. receiving raw materials, processing, distribution and delivery) at which each food safety hazard can be present, be introduced, increase or persist.

Document Reference FSMS 8.5.2 Hazard Analysis  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager



This document covers the following:

- Hazard Identification
- Food Safety Hazard Analysis Prompt
- Determination of Acceptable Levels
- Hazard Assessment
- Selection and Assessment of Control Measures

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

There is guidance in HACCP Training Guide ISO 22000 Module 2018

**Conduct a Hazard Analysis Identify Biological Hazards**

Biological hazards can be associated with the raw materials from which products are made and may be introduced during the process by people, the environment or the process itself.

Identifying the biological hazards to which your production processes might be subjected is an important part of the hazard analysis so it is important that someone with microbiological knowledge is on your team. Some of the major pathogens that may be associated with food products are Salmonella, Escherichia coli O157:H7, Listeria monocytogenes, Clostridium botulinum, and Staphylococcus aureus.

For a comprehensive list of Biological Hazards refer Hazards in the HACCP Calculator. You are able to edit the calculator and add your own.

International Food Safety & Quality Research

**ISO 22000 Implementation Hazard Assessment**

The food safety team assess the food safety hazards using the HACCP calculator

Firstly the Food Safety Team assess the likelihood of the hazard occurring and enter:

- 1 for Highly Unlikely
- 2 for Possible
- 3 for Likely

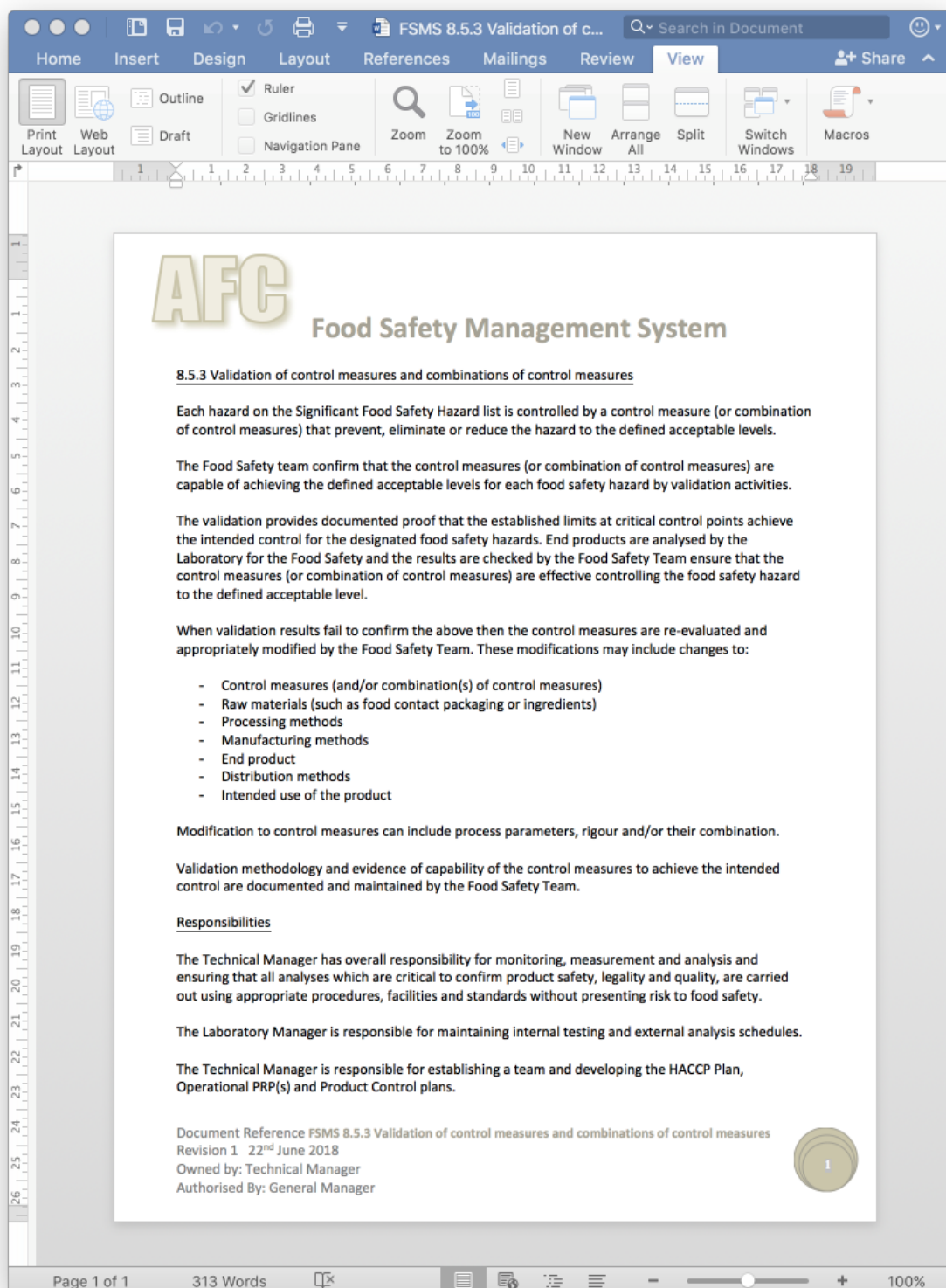
Then the Food Safety Team assesses the severity of the hazard and enters:

- 1 for Not Severe
- 2 for Could possibly cause illness
- 3 for Severe (Could be fatal)

International Food Safety & Quality Research

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook


The Food Safety Team should follow, edit and maintain HACCP document FSMS 8.5.3 Validation of control measures and combinations of control measures



There is guidance in Implementing ISO 22000 Food Safety Team Guide 2018, HACCP Calculator ISO 22000 2018 Instructions and HACCP Training Guide ISO 22000 Module 2018.

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

The Food Safety Team should follow, edit and maintain HACCP document FSMS 8.5.4 Hazard control plan (HACCP/OPRP Plan)



## Food Safety Management System

**8.5.4 Hazard control plan (HACCP/OPRP Plan)**

Hazard control plans are documented by the Food Safety Team and include details of the Significant Hazards to be controlled each CCP or OPRP Operational PRP.

For each control measure at each Critical Control Point (CCP) or Operational Prerequisite Programme (OPRP) the Hazard Control Plans define:

- Food safety hazard(s) to be controlled at the CCP or by the OPRP
- Control measure and/or combination of control measures
- Critical limit at each CCP
- Action criteria for OPRPs
- Monitoring procedures
- Correction(s) to be made if critical limits or action criteria are not met
- Responsibilities and authorities
- Records of monitoring

the control measures applied, the monitoring procedures (parameters, frequency and records), corrections and corrective actions to be taken when outside acceptable limits. For each control measure and operational PRP(s) responsibility and authority is defined.

**Determination of critical limits and action criteria**


For each control measure and/or combination of control measures at each Critical Control Point (CCP) or Operational Prerequisite Programme (OPRP) in the Hazard Control Plans, the Food Safety Team define the hazard to be controlled, Critical Limits for each CCP and Action Criteria for Operational Prerequisite Programme (OPRPs).

The Critical Limits at CCPs are specific and measurable for the Significant Hazard identified and ensure that the acceptable level is not exceeded. Where more than one food safety hazard has been identified at a CCP then Critical Limits are established for both hazards and the most stringent limit applied.

Action criteria for Operational Prerequisite Programmes (OPRPs) are measurable or observable and provide assurance that the acceptable level is not exceeded.

Control Measures and Control Limits are defined, often using guidance from the external approved documents including codes of practice and regulatory requirements. The Food Safety Team justifies and documents how Critical Limit Level for each CCP and Action Criteria for Operational Prerequisite Programme (OPRPs) have been determined.

Document Reference FSMS 8.5.4 Hazard control plan (HACCP/OPRP Plan)  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager



This document covers the following:

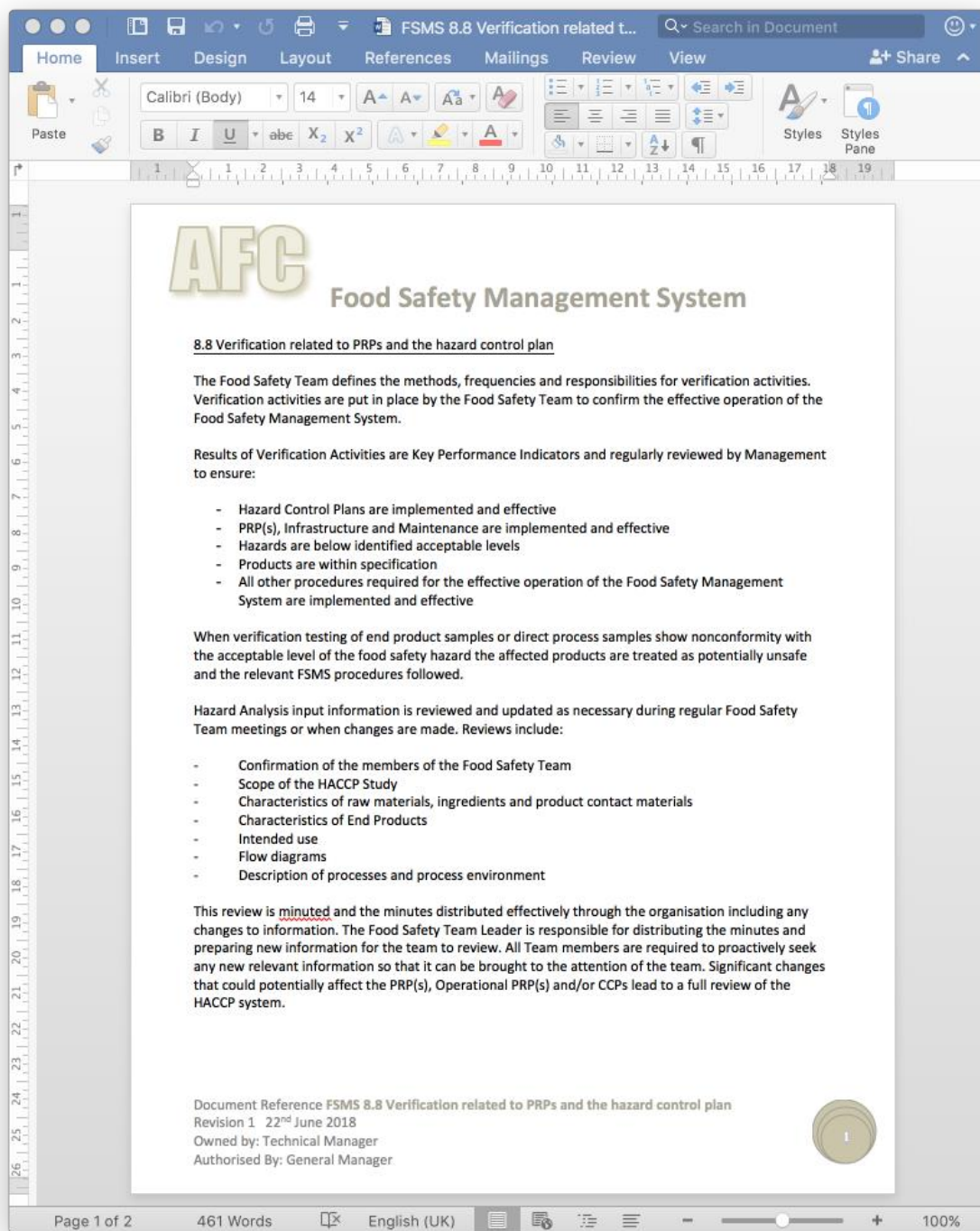
Determination of critical limits and action criteria  
Monitoring systems at CCPs and for OPRPs  
Actions when critical limits or action criteria are not met  
Implementation of the hazard control plan

There is guidance in Implementing ISO 22000 Food Safety Team Guide 2018, HACCP Calculator ISO 22000 2018 Instructions and HACCP Training Guide ISO 22000 Module 2018.



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

The Food Safety Team should follow, edit and maintain HACCP document FSMS 8.8 Verification related to PRPs and the hazard control plan



There is guidance in Implementing ISO 22000 Food Safety Team Guide 2018, HACCP Calculator ISO 22000 2018 Instructions and HACCP Training Guide ISO 22000 Module 2018.



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

At the same time as HACCP Implementation the Management Team will also need to be editing and implementing procedures:

## **8 Operation**

FSMS 8.1 Operational planning and control

FSMS 8.3 Traceability system

FSMS 8.4 Emergency preparedness and response

FSMS 8.7 Control of monitoring and measuring

FSMS 8.9 Control of product and process nonconformities

FSMS 8.9.5 Withdrawal/recall

## **9 Performance evaluation**


FSMS 9.1 Monitoring, measurement, analysis and evaluation

FSMS 9.2 Internal audit

FSMS 9.3 Management review

## **10 Improvement**

FSMS 10 Improvement



## Food Safety Management System

9.2 Internal audit

The company has established, documented and implemented an internal audit system, which is maintained in order to verify the Food Safety Management System is effectively implemented and maintained and complies with planned arrangements, legislation, international standard ISO 22000:2018.

The scope of the Internal Audit System includes all product categories, processes, activities conducted, production sites and any outsourced activities that can affect the requirements of the Food Safety Management System.


Top Management has a total commitment to the Food Quality Management System and provides adequate resource in the form of trained and qualified personnel to carry out a comprehensive Internal Audit Schedule. Internal audits are performed to confirm that company management systems are working effectively and to promote continuous improvement. Our philosophy is simply audit, review and improve.

The Internal Audit Schedule is planned annually and is designed to comprehensively cover all areas of the Food Safety Management system including procedures, policies and activities as outlined below.

Internal Audit List

- 4.1 Understanding the organization and its context
- 4.2 Understanding the needs and expectations of interested parties
- 4.3 Determining the scope of the food safety management system
- 4.4 Food safety management system
  
- 5.1 Leadership and commitment
- 5.2 Policy
  - 5.2.1 Establishing the food safety policy
  - 5.2.2 Communicating the food safety policy
- 5.3 Organizational roles, responsibilities and authorities
  
- 6.1 Actions to address risks and opportunities
- 6.2 Objectives of the food safety management system and planning to achieve them
- 6.3 Planning of changes
  
- 7.1 Resources
  - 7.1.1 General
  - 7.1.2 People
  - 7.1.3 Infrastructure

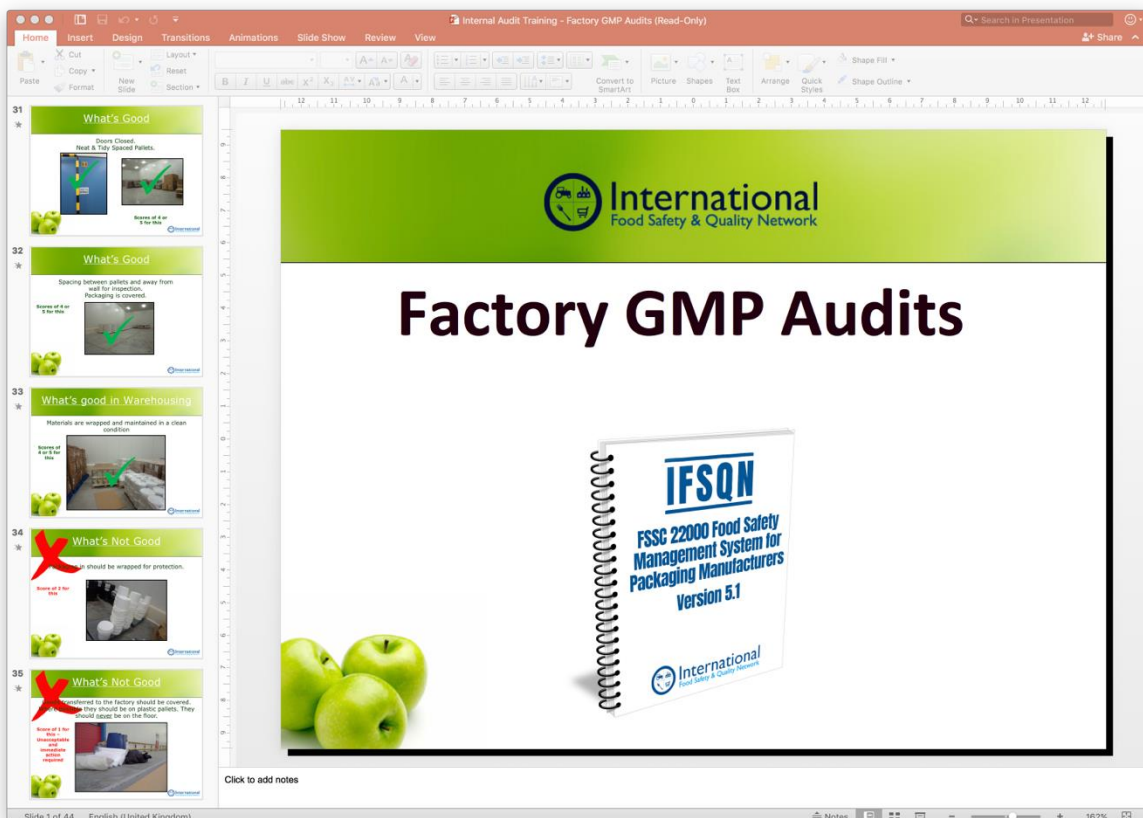
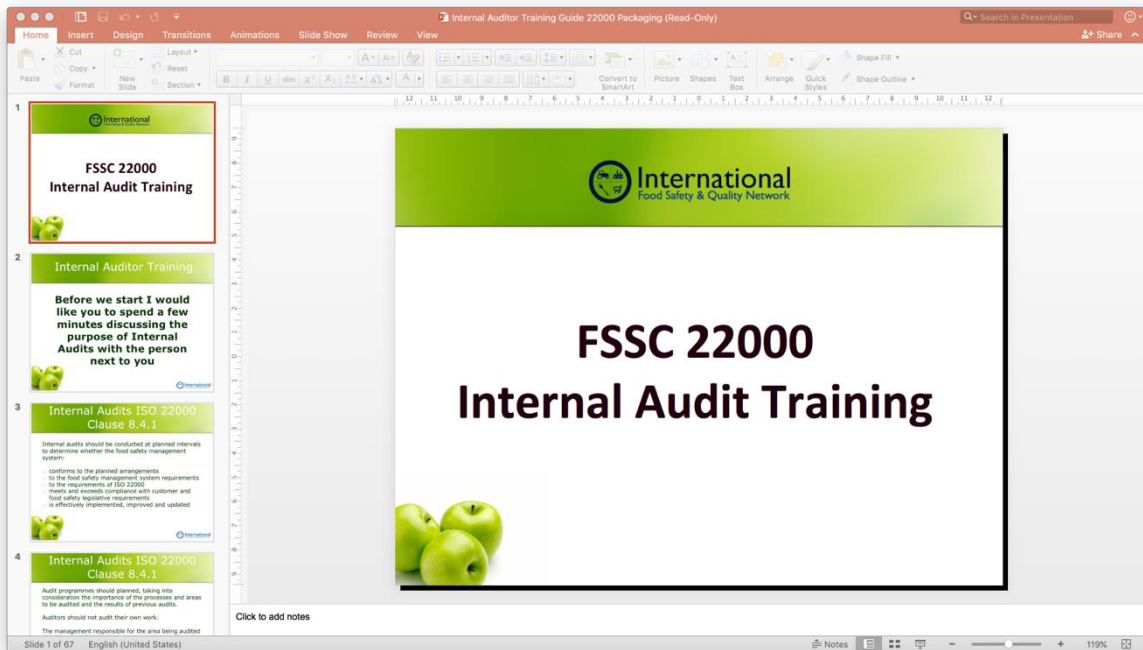
Document Reference FSMS 9.2 Internal audit  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Step Seven: Internal Audits


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



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Internal Audit Checklists

There is a checklist for each section of the ISO 22000 standard plus sample verification records for prerequisite programmes.



### ISO 22000:2018 Audit Checklist

ISO 22000 Food Safety Management System Requirements Internal Audit

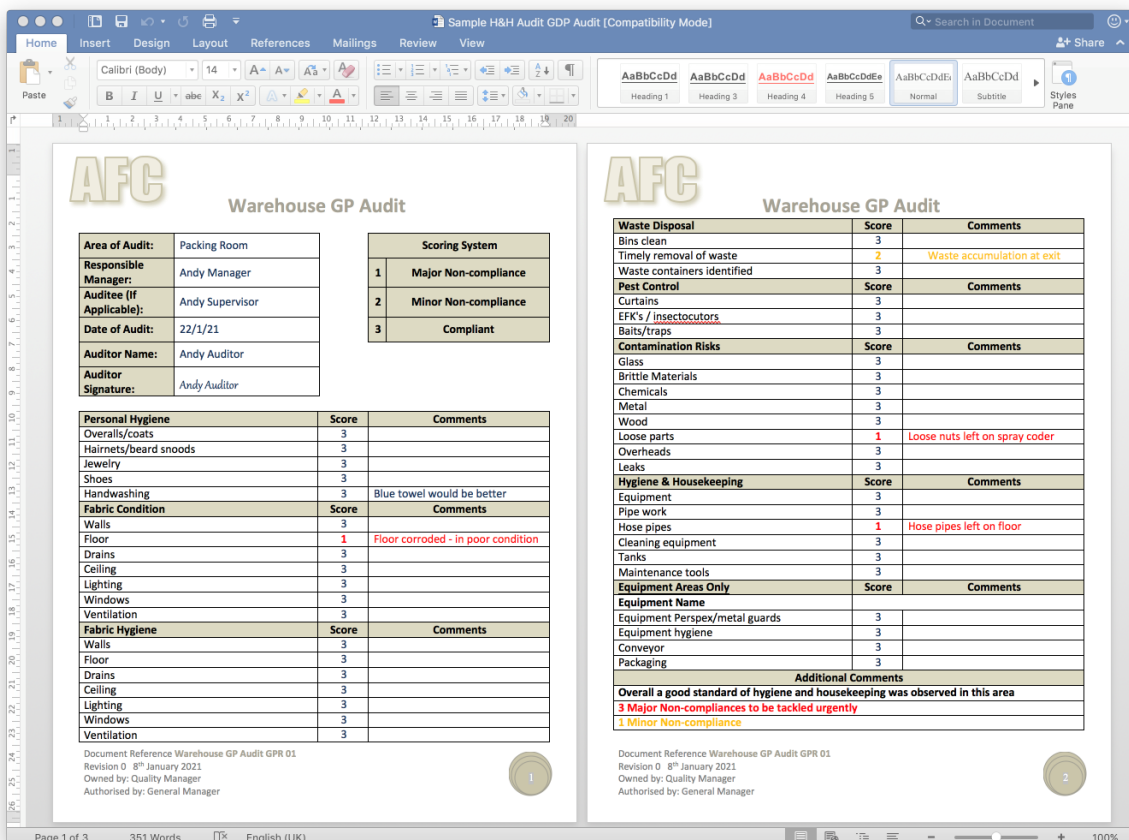
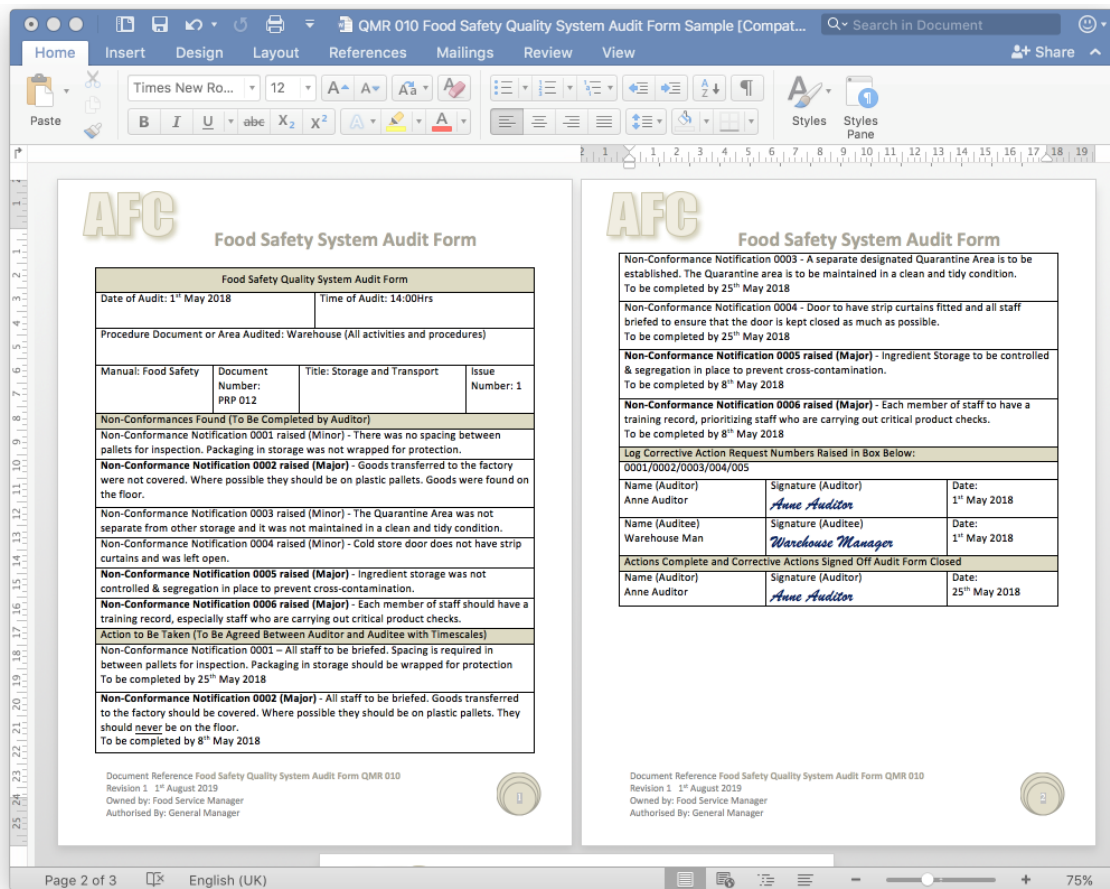
ISO 22000 Clause	Audit Findings
<b>8 Operation</b>	
<b>8.1 Operational planning and control</b>	
Does the organization plan, implement, control, maintain and update the processes needed to meet requirements for the realization of safe products, and to implement the actions determined in 6.1, by:	
- establishing criteria for the processes?	
- implementing control of the processes in accordance with the criteria?	
- keeping documented information to the extent necessary to have the confidence to demonstrate that the processes have been carried out as planned?	
Does the organization control planned changes and review the consequences of unintended changes, taking action to mitigate any adverse effects, as necessary?	
Does the organization ensure that outsourced processes are controlled (see 7.1.6)?	
<b>8.2 Prerequisite programmes (PRPs)</b>	
8.2.1 Has the organization established, implemented, maintained and updated PRP(s) to facilitate the prevention and/or reduction of contaminants (including food safety hazards) in the products, product processing and work environment?	
8.2.2 Are the PRP(s):	
- appropriate to the organization and its context with regard to food safety?	
- appropriate to the size and type of the operation and the nature of the products being manufactured and/or handled?	
- implemented across the entire production system, either as programmes applicable in general or as programmes applicable to a	

Document Reference ISO 22000:2018 Audit Checklist 8 Operation  
 Revision 1 21<sup>st</sup> June 2018  
 Owned by: Technical Manager  
 Authorised By: General Manager

## ISO 22000 & ISO 22002-1 Audit Plan with Risk Rating

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

There are also a sample Audit Report and Corrective Action Request



# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## **Step Eight: Review and Updating**

Top Management and the Management Team follow procedures:

### **9 Performance evaluation**

FSMS 9.1 Monitoring, measurement, analysis and evaluation

FSMS 9.3 Management review

### **10 Improvement**

FSMS 10 Improvement

## **FSMS 9.1 Monitoring, measurement, analysis and evaluation**

# AFC

## Food Safety Management System

### 9.1 Monitoring, measurement, analysis and evaluation

#### Measuring and Monitoring

The company has identified and implemented the monitoring, measurement, and analytical processes required to maintain the food safety management system.

Measurement and Monitoring Procedures have been established, documented and implemented to meet Hazard Control Plan and PRP requirements.

Hazard Control Plan and PRP requirements are defined in the HACCP Manual and individual PRP procedures. The establishment of Hazard Control Plan control measures, monitoring procedures, critical control points, control limits, OPRPs, action criteria, corrections and corrective actions are documented in Hazard Control Plans and the HACCP Manual.

Quality requirements for measurement and monitoring have been designed using a similar approach to hazard analysis in identifying the monitoring, measurement, and analytical processes required to maintain product conformity to requirements. All the monitoring, measurement, and analytical processes required have been planned by following the process below which identifies the specific processes at each stage of manufacturing:

- |         |   |
|---------|---|
| Stage 1 | A flow diagram is prepared of the steps in the process.<br>An analysis is conducted by identifying control options  |
| Stage 2 | The Control Points in the process are identified  |
| Stage 3 | Monitoring, measurement and analytical limits which must be met to ensure control are established   |
| Stage 4 | Measurement, monitoring and analysis procedures are established and scheduled for each stage.   |
| Stage 5 | The corrective action to be taken when limits are exceeded are established.   |
| Stage 6 | All procedures and records appropriate to the monitoring, measurement and analysis processes including acceptable limits at each stage are documented and implemented in a Product Control Plan. Methodology and Standard tests are specified in the Industry Code of Practice. |
| Stage 7 | Verification that the monitoring, measurement and analysis processes are working effectively is carried out.  |

This system considers each stage of the process from ingredient intake to product despatch. Releases of ingredients, in-process and finished product are controlled and documented by authorised personnel.

Document Reference FSMS 9.1 Monitoring, measurement, analysis and evaluation  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager





# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

Top Management Review QMR 001 Management Review Record can be used to record the details of Management Review

**AFC**

## Management Review Record

Management Review Meeting - Date xx month YEAR

**Meeting Objective**

To review and assess the effectiveness of the Food Safety Management System and to formulate action plans for improvement.

**Attendees**  
General Manager - Chairman  
Operations Manager  
Engineering Manager  
Supply Chain Manager  
Distribution Manager  
Technical Manager

Review Inputs	Performance, Review Comments & Details	Corrective or Preventative Action Required
Review of the Food Safety Policy and Objectives	-	-
Review of Management Changes	-	-
Minutes and Follow-up actions from previous review meetings	-	-
Relevant changes in external and internal issues	-	-
Review of Resources and effectiveness of Training	-	-
Emergencies and Accidents	-	-
Food Safety incidents including allergen control and labelling, recalls, withdrawals, safety or legal issues	-	-
Relevant information obtained through external and internal communication, including requests	-	-
Opportunities for improvement	-	-

Document Reference Management Review Record QMR 001  
Revision 1 21<sup>st</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager

Page 1 of 3      459 Words      100%

**Stage 9 Final Steps to FSSC 22000 Certification**

There are a few final steps to achieving FSSC 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. Using our comprehensive FSSC 22000 Requirements Checklists assess your Food Packaging Safety Management System to ensure that you are satisfied that it meets the requirements of the standard
- ✓ 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!

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

## Assess the Food Safety Management System

The Steering Group need to allocate responsibility to assess if the established Food Safety Management System meets the requirements of the ISO 22000 standard and TS ISO 22002 using the checklists provided.

<b>ISO 22000 Food Safety Management System Requirements Internal Audit</b>	
<b>ISO 22000 Clause</b>	<b>Audit Findings</b>
<b>4 Context of the organization</b>	
4.1 Understanding the organization and its context	
Has the organization determined external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended result(s) of its Food Safety Management System?	
Has the organization identified, reviewed and updated information related to these external and internal issues (legal, technological, competitive, market, cultural, social and economic environments, cybersecurity and food fraud, food defence and intentional contamination, knowledge and performance of the organization)? <i>See notes from the standard.</i>	
4.2 Understanding the needs and expectations of interested parties	
To ensure that the organization has the ability to consistently provide products and services that meet applicable statutory, regulatory and customer requirements with regard to food safety, has the organization determined:	
- the interested parties that are relevant to the Food Safety Management System?	
- the relevant requirements of the interested parties of the Food Safety Management System?	
Does the organization identify, review and update information related to the interested parties and their requirements?	
4.3 Determining the scope of the food safety management system	
Has the organization determined the boundaries and applicability of the Food Safety Management System to establish its scope?	
Does the scope specify the products and services, processes and production site(s) that are included in the Food Safety	

# FSSC 22000 Food Packaging Safety Management System Implementation Workbook

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

ISO/TS 22002-4:2013 Prerequisite programmes on Food Packaging Safety -- Part 4: Food packaging manufacturing CONFORMANCE ANALYSIS			
4.1 Establishment			
ISO/TS 22002-4 Requirements	Compliant		Comments
	Yes	No	
4.1.1 General requirements			
4.1.2 Environment			
4.1.3 Locations of establishment			
4.2 Layout and Workspace			
ISO/TS 22002-4 Requirements	Compliant		Comments
	Yes	No	
4.2.1 General requirements			
4.2.2 Internal design, layout and traffic patterns			
4.2.3 Internal structures and fittings			
4.2.4 Equipment			
4.2.5 Temporary/mobile structures			
4.2.6 Storage			
4.3 Utilities			
ISO/TS 22002-4 Requirements	Compliant		Comments
	Yes	No	
4.3.1 General requirements			
4.3.2 Water supply			
4.3.3 Air quality and ventilation			

## FSSC 22000 Food Packaging Safety Management System Implementation Workbook

### Review compliance with FSSC 22000 Certification Scheme Additional Requirements

For FSSC 22000 Certification then the Steering Group now need to allocate responsibility to determine how far established procedures meet the Additional Requirements of the FSSC 22000 Certification Scheme and complete the form.

<b>FSSC 22000 Certification Scheme Additional Requirements Version 5.1</b>			
<b>FSSC 22000 Certification Scheme Additional Requirements</b>	<b>Compliant</b>		<b>Comments</b>
	<b>Yes</b>	<b>No</b>	
<b>2.5.1 Management of Services <span style="color: red;">and Purchased Materials</span> – in addition to 7.1.6 Control of externally provided processes, products or services</b>			
Is any analysis critical to the verification and/or validation of food safety conducted by a competent laboratory (including <span style="color: red;">both internal</span> and external laboratories as applicable) that has the capability to produce precise and repeatable test results using validated test methods and best practices. (e.g. successful participation in proficiency testing programs, regulatory approved programs or accreditation to international standards such as ISO 17025)?			
Is there a documented procedure for procurement in emergency situations to ensure that products still conform to specified requirements and the supplier has been evaluated?			
Is there a policy for the procurement of animals, fish and seafood that are subject to control of prohibited substances?			
Is there a review process for product specifications to ensure continued compliance with food safety, legal and customer requirements?			
<b>2.5.2 Product Labelling – in addition to 8.5.1.3 Characteristics of end products</b>			



## FSSC 22000 Food Packaging Safety Management System Implementation Workbook

Is there a documented procedure for the evaluation of the effectiveness of all controls on preventing contamination from the manufacturing environment?			
Does the documented procedure include, at a minimum, the evaluation of microbiological and allergen controls present			
<u>2.5.8 Formulation of Products (for category D)</u>			
<u>2.5.9 Transport and Delivery (for category FI only)</u>			
<u>All the following Requirements are New in V5.1</u>			
<u>2.5.10 Storage and Warehousing (All Food Chain Categories)</u>			
Is there a procedure and a specified stock rotation system that includes FEFO principles in conjunction with the FIFO requirements.?			
Where applicable in addition to ISO/TS 22002-1:2009 clause 16.2, does the organization have specified requirements in place that define post-slaughter time and temperature in relation with chilling or freezing of the products.?			
<u>2.5.11 Hazard Control and Measures for Preventing Cross-Contamination (Food Chain Categories C &amp; I)</u>			
N/A For food chain category I, Production of food packaging and packaging materials, there are requirements for packaging used to impart or provide a functional effect on food such as shelf life extension.			
Where applicable for food chain category CI, Processing of perishable animal products, in addition to ISO/TS 22002- 1:2009 10 Measures for prevention of cross-contamination clause 10.1 General requirements: are there specified requirements for an inspection process at lairage and/or at evisceration to ensure animals are fit for			

# FSSC 22000 Food Packaging Safety Management System Implementation

## Workbook

### Choose your Certification Body

Before you can begin preparing for your application, you'll need to decide which Certification Body to use. Do some research and pick one which has a good reputation, after all you will have their logo on your certificate!

### Make contact with the Certification Body

Contact the Certification Body and tell them what you need. They should provide you with a proposal detailing the cost and time involved in a formal assessment.

### Pre-assessment

Arrange a pre-assessment of your Food Packaging Safety Management System with the Certification Body.

### Formal Assessment

Arrange your formal assessment which will be conducted on site.

### Certification

Once the assessment has been successfully completed the Certification Body will issue a certificate of registration for your Food Packaging Safety Management System.

The certificate is normally valid for three years, subject to satisfactory surveillance visits during this period.

[Click here to order our FSSC 22000 Packaging Food Packaging Safety Management System Certification Package](#)