

The IFSQN FSSC 22000 Storage & Distribution Implementation
Package Start Up Guide



Welcome to the IFSQN FSSC 22000 Storage and Transport Food Safety Management System Start-Up Guide which will guide you through the contents of the package.

The IFSQN FSSC 22000 Storage & Distribution Implementation
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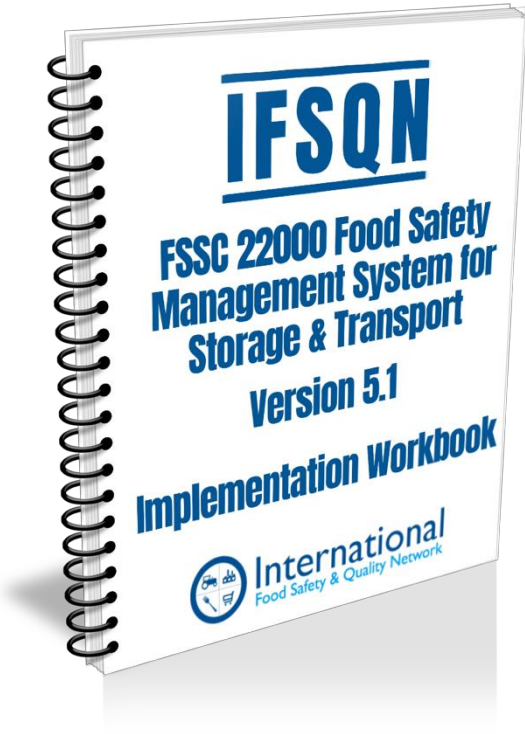


This IFSQN FSSC 22000 Implementation Package includes:

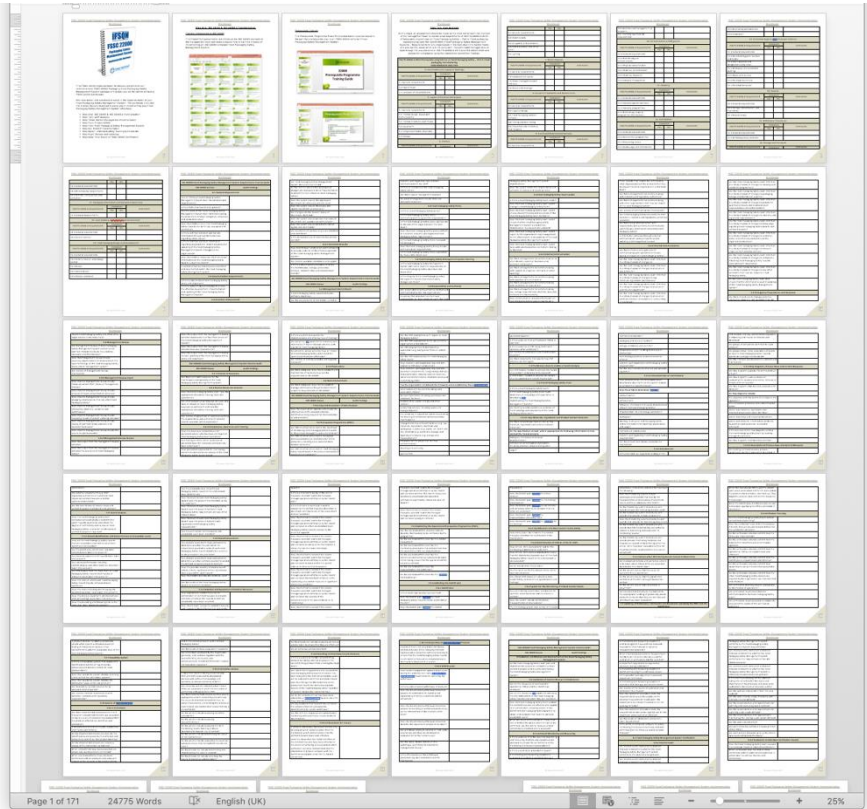
- ✓ ISO 22000:2018 Food Safety Management System Procedures
- ✓ Food Safety Management System Records
- ✓ TS/ISO 22002-5 Compliant Prerequisite Programmes Manual
- ✓ HACCP Manual including the ISO 22000 HACCP Calculator
- ✓ Laboratory Quality Manual
- ✓ Generic Training Presentations covering ISO 22000, HACCP, Internal Audits and Inspections
- ✓ ISO 22000/ISO TS 22002 Gap Analysis Checklists
- ✓ Project 22000 Support Package
- ✓ Sample Validation and Verification Records
- ✓ Implementation Workbook
- ✓ Start-Up Guide
- ✓ Free online support via e-mail

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The main document in the folder is the **FSSC 22000 S&D FSMS
Implementation Workbook Version 5.1**

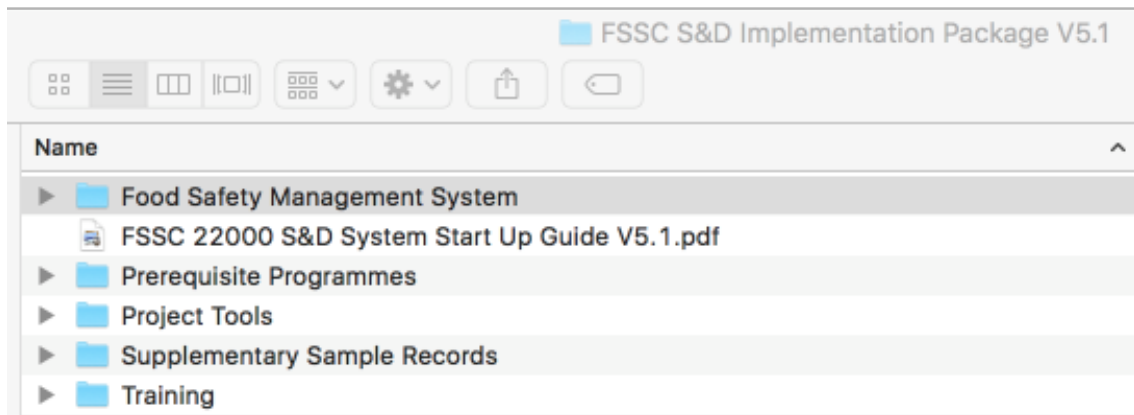


An extensive workbook is provided to assist in the implementation of your FSSC 22000 compliant food safety management system.



The IFSQN FSSC 22000 Storage & Distribution Implementation Package Start Up Guide

The next folder to open is the Food Safety Management System folder



The Package contains a comprehensive top level Food Safety Management System template that forms the foundations of your Food Safety Management System so you don't have to spend 1,000's of hours writing compliant procedures.

Name	Date Modified	Size	Kind
Food Safety Management System Contents.docx	24/11/2021	35 KB	Micros...(.docx)
FSMS 4.1 Organization Analysis	24/11/2021	44 KB	Micros...(.xlsx)
FSMS 4.1 Understanding the organization and its context	24/11/2021	289 KB	Micros...(.docx)
FSMS 4.2 Understanding the needs and expectations of interested parties	24/11/2021	30 KB	Micros...(.docx)
FSMS 4.3 Determining the scope of the food safety management system	24/11/2021	29 KB	Micros...(.docx)
FSMS 4.4 Food Safety Management System - Appendix	24/11/2021	203 KB	Micros...(.docx)
FSMS 4.4 Food Safety Management System.docx	24/11/2021	379 KB	Micros...(.docx)
FSMS 5.1 Food Safety Culture Planning.xlsx	24/11/2021	20 KB	Micros...(.xlsx)
FSMS 5.1 Leadership and commitment.docx	25/11/2021	228 KB	Micros...(.docx)
FSMS 5.2 Food Safety Policy	25/11/2021	30 KB	Micros...(.docx)
FSMS 5.3 Appendix Job Descriptions.docx	25/11/2021	44 KB	Micros...(.docx)
FSMS 5.3 Job Description Template.docx	25/11/2021	25 KB	Micros...(.docx)
FSMS 5.3 Organizational roles, responsibilities and authorities.docx	25/11/2021	41 KB	Micros...(.docx)
FSMS 6.1 Actions to address risks and opportunities.docx	25/11/2021	35 KB	Micros...(.docx)
FSMS 6.2 Food Safety Objectives.docx	25/11/2021	31 KB	Micros...(.docx)
FSMS 6.3 Planning of changes	25/11/2021	38 KB	Micros...(.docx)
FSMS 7 Support	16/12/2021	35 KB	Micros...(.docx)
FSMS 7.4 Communication.docx	16/12/2021	38 KB	Micros...(.docx)
FSMS 7.5 Documented Information.docx	26/11/2021	35 KB	Micros...(.docx)
FSMS 8.1 Operational planning and control	07/12/2021	213 KB	Micros...(.docx)
FSMS 8.2 Prerequisite programmes (PRPs)	11/12/2021	33 KB	Micros...(.docx)
FSMS 8.3 Traceability system.docx	30/11/2021	30 KB	Micros...(.docx)
FSMS 8.4 Emergency preparedness and response.docx	30/11/2021	40 KB	Micros...(.docx)
FSMS 8.5 Hazard Controls	12:15	--	Folder
FSMS 8.5.1 Preliminary steps to enable hazard analysis.docx	16/12/2021	40 KB	Micros...(.docx)
FSMS 8.5.2 Hazard Analysis.docx	03/12/2021	399 KB	Micros...(.docx)
FSMS 8.5.3 Validation of control measures and combinations of control measures.docx	03/12/2021	28 KB	Micros...(.docx)
FSMS 8.5.4 Hazard control plan (HACCP/OPRP Plan).docx	03/12/2021	31 KB	Micros...(.docx)
FSMS 8.6 Updating the information specifying the PRPs and the hazard control plan	03/12/2021	28 KB	Micros...(.docx)
FSMS 8.7 Control of monitoring and measuring.docx	16/12/2021	35 KB	Micros...(.docx)
FSMS 8.8 Verification related to PRPs and the hazard control plan.docx	04/12/2021	30 KB	Micros...(.docx)
FSMS 8.9 Control of product and process nonconformities.docx	07/12/2021	32 KB	Micros...(.docx)
FSMS 8.9.5 Withdrawal recall.docx	07/12/2021	36 KB	Micros...(.docx)
FSMS 9.1 Monitoring, measurement, analysis and evaluation	07/12/2021	35 KB	Micros...(.docx)
FSMS 9.2 Internal Audits & Inspections	16/12/2021	1.2 MB	Micros...(.docx)
FSMS 9.2 Plans & Checklists	17/12/2021	--	Folder
FSMS 9.3 Management review.docx	07/12/2021	30 KB	Micros...(.docx)
FSMS 10 Improvement.docx	07/12/2021	33 KB	Micros...(.docx)

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Procedures included in the Food Safety Management System match the clauses of ISO 22000

The screenshot shows a Microsoft Word document titled "Food Safety Management System Cont..." with the "View" tab selected. The document is displayed in a grid view, showing four pages of content. Each page is titled "AFC Food Safety Management System Contents" and contains a table of contents for the 22000 Food Safety Management System. The document is in English (UK) and is 1 page long (Page 1 of 4) with 509 words. The status bar at the bottom indicates the document is at 60% zoom.

Page 1 Content:

22000 Food Safety Management System

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

5 Leadership

FSMS 5.1	Leadership and commitment
FSMS 5.1	Food Safety Culture Planning
FSMS 5.2	Policy
FSMS 5.3	Organizational roles, responsibilities and authorities

6 Planning

FSMS 6.1	Actions to address risks and opportunities
FSMS 6.2	Objectives of the food safety management system and planning to achieve them
FSMS 6.3	Planning of changes

7 Support

FSMS 7 Support	7.1 Resources
	7.1.1 General
	7.1.2 People
	7.1.3 Infrastructure

Page 2 Content:

8 Operation

FSMS 8.1	Operational planning and control
FSMS 8.1	Product Development Module/Folder
FSMS 8.2	Prerequisite programmes (PRPs)
FSMS 8.3	Traceability system
FSMS 8.4	Emergency preparedness and response

8.5 Hazard control

FSMS 8.5 Hazard Controls	Module/Folder
FSMS 8.5.1	General
FSMS 8.5.1.1	General
FSMS 8.5.1.2	Characteristics of raw materials, ingredients and product contact materials
FSMS 8.5.1.3	Characteristics of end products
FSMS 8.5.1.4	Intended use
FSMS 8.5.1.5	Flow diagrams and description of

Page 3 Content:

FSMS 8.5.2	Hazard analysis
	8.5.2.1 General
	8.5.2.2 Hazard identification and determination of acceptable levels
	8.5.2.3 Hazard assessment
	8.5.2.4 Selection and categorization of control measure(s)

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

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

FSMS 8.5.4 Hazard control plan (HACCP/OPRP plan)

	8.5.4.4 Actions when critical limits or action criteria are not met
	8.5.4.5 Implementation of the hazard control plan

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

FSMS 8.7 Control of monitoring and measuring

FSMS 8.8	Verification related to PRPs and the hazard control plan
	8.8.1 Verification
	8.8.2 Analysis of results of verification activities
FSMS 8.9	Control of product and process nonconformities
	8.9.1 General
	8.9.2 Corrections
	8.9.3 Corrective actions

Page 4 Content:

8.9.4 Handling of potentially unsafe products

	8.9.4.1 General
	8.9.4.2 Evaluation for release
	8.9.4.3 Disposition of nonconforming products

FSMS 8.9.5 Withdrawal/recall

9 Performance evaluation

FSMS 9.1	Monitoring, measurement, analysis and evaluation
	9.1.1 General
	9.1.2 Analysis and evaluation
FSMS 9.2	Internal audit & inspections
FSMS 9.2	Plans & Checklists Module/Folder
FSMS 9.3	Management review
	9.3.1 General
	9.3.2 Management review input
	9.3.3 Management review output

10 Improvement

FSMS 10	Improvement
	10.1 Nonconformity and corrective action
	10.2 Continual improvement
	10.3 Update of the food safety management system

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There is also an FSMS 8.5 Hazard Controls Sub-Folder

Name	Date Modified	Size	Kind
HACCP Calculator ISO 22000 Instructions 2020.pdf	24/11/2020	9.6 MB	PDF Document
HACCP Calculator ISO 22000 S&D Master	17/12/2021	293 KB	Micros...(xlsx)
HACCP Flow Diagram.docx	16/12/2021	30 KB	Micros...(docx)
HACCP Steering Group Review Template.docx	16/12/2021	29 KB	Micros...(docx)
Hazard Control Plan Template	16/12/2021	28 KB	Micros...(docx)
Material Summary Sheet.docx	16/12/2021	30 KB	Micros...(docx)
Sample 1.5% Natural Set Yoghurt Specification.docx	16/12/2021	35 KB	Micros...(docx)
Sample 3.5% UHT Milk Specification.docx	16/12/2021	34 KB	Micros...(docx)
Sample Chocolate Specification.docx	16/12/2021	34 KB	Micros...(docx)
Sample Cocoa Powder Specification.docx	16/12/2021	34 KB	Micros...(docx)
Sample Finished Product Summary Sheet.docx	16/12/2021	28 KB	Micros...(docx)
Sample Fruit Conserve Sample Plan.docx	16/12/2021	31 KB	Micros...(docx)
Sample HACCP Flow Diagram.docx	16/12/2021	32 KB	Micros...(docx)
Sample HACCP Prerequisite Programmes.docx	16/12/2021	32 KB	Micros...(docx)
Sample HACCP Validation.docx	16/12/2021	29 KB	Micros...(docx)
Sample HACCP Verification Audit Summary.docx	16/12/2021	28 KB	Micros...(docx)
Sample Milk Powder Specification.docx	16/12/2021	35 KB	Micros...(docx)
Sample Product Description	12:14	28 KB	Micros...(docx)
Sample Refined White Sugar Specification.docx	16/12/2021	31 KB	Micros...(docx)
Sample Verification Record.docx	16/12/2021	29 KB	Micros...(docx)
Sample Whole Milk Summer Fruit Bio Yoghurt 100g Specification.docx	16/12/2021	34 KB	Micros...(docx)
Sample Yoghurt 100g Specification Review.docx	16/12/2021	34 KB	Micros...(docx)

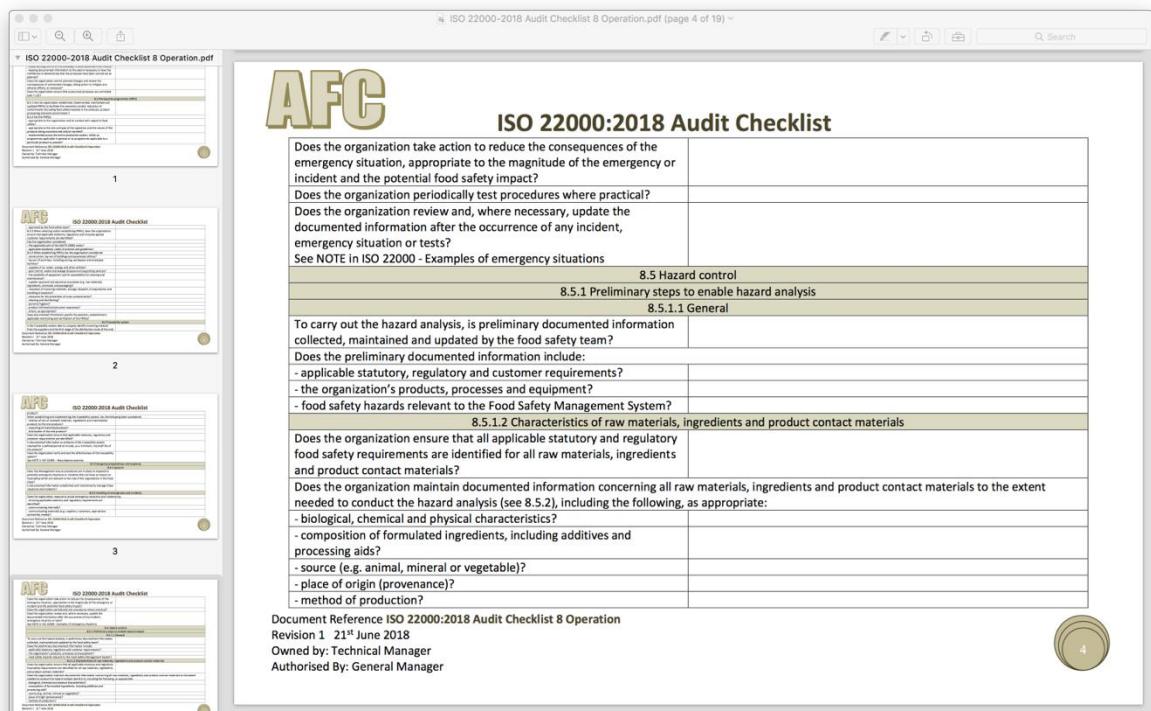
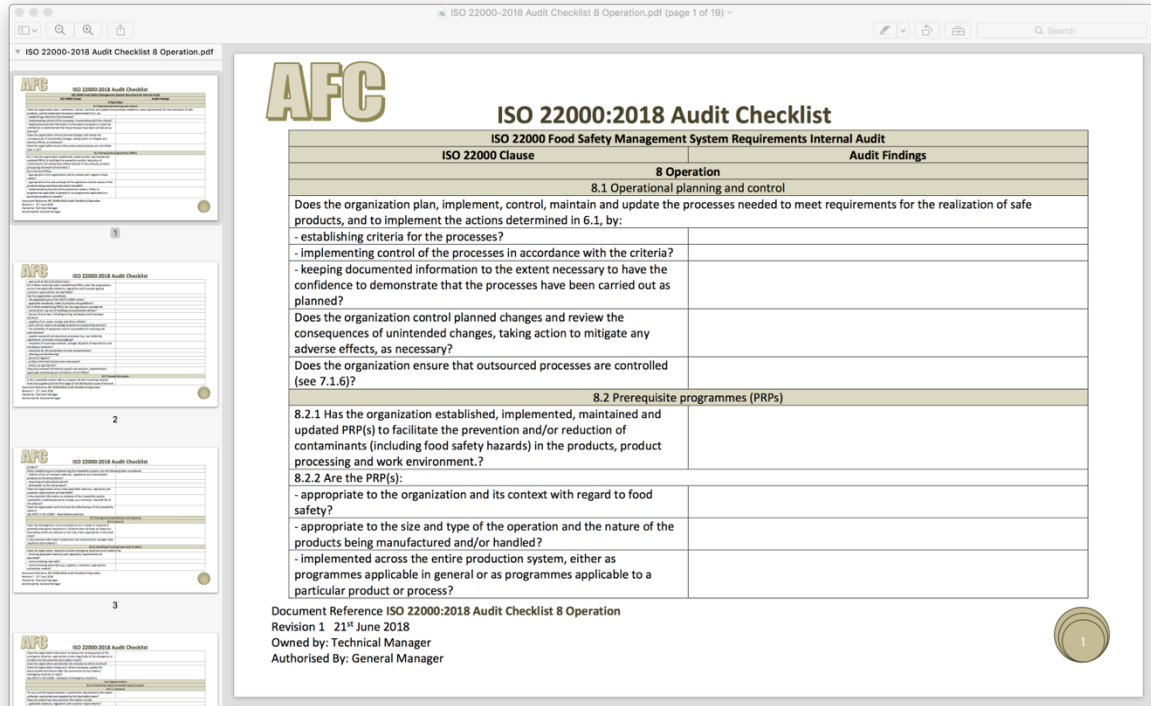
You will also find the HACCP Calculator 22000 and Instructions:

Step Number	Step Name	Hazards Identified	Specific Details about the Hazard	Existing Prerequisite Programmes which assist in controlling the Hazard	Control Measure	Assessment of control measures	Decision Tree
11	AMP Delivery	Bacteria (spore-forming) General	1. Hygiene and Housekeeping	1. Hygiene and Housekeeping	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
12	AMP Delivery	Listeria monocytogenes	Hygiene General	Hygiene General	Storage > 5 °C	Can the hazard be eliminated or reduced to an acceptable level?	Y
13	AMP Delivery	Personal effects	Protective Work Wear	Protective Work Wear	Storage > 18 °C	Can the hazard be eliminated or reduced to an acceptable level?	Y
14	AMP Delivery	Wood	4. Storage Prerequisite Programme	4. Storage Prerequisite Programme	Filtration 1mm maximum	Can the hazard be eliminated or reduced to an acceptable level?	Y
15	AMP Delivery	Nuts	Identification and segregation of allergens during storage	Identification and segregation of allergens during storage	Filtration 1mm maximum	Can the hazard be eliminated or reduced to an acceptable level?	Y
16	AMP Delivery	Stones	2. Manufacturing Control	2. Manufacturing Control	CIP to specification	Can the hazard be eliminated or reduced to an acceptable level?	Y
17	AMP Delivery	Allergens	Glass Breakage and Investigation Procedures	Glass Breakage and Investigation Procedures	Hot Water Disinfection	Can the hazard be eliminated or reduced to an acceptable level?	Y
18	AMP Delivery	Cryptosporidium parvum	5. Stock Control	5. Stock Control	Incubation pH Control	Can the hazard be eliminated or reduced to an acceptable level?	Y
19	AMP Delivery	Contamination with Bacteria from Pets	5. Pest Control	5. Pest Control	Positive Release of Finished product for micro	Can the hazard be eliminated or reduced to an acceptable level?	Y
20	AMP Delivery	Antibiotics	2. Supplier Approval and Monitoring	2. Supplier Approval and Monitoring	CIP to specification	Can the hazard be eliminated or reduced to an acceptable level?	Y
21	AMP Delivery	Staphylococcus aureus	Personal Hygiene Facilities	Personal Hygiene Facilities	Filtration 1mm maximum	Can the hazard be eliminated or reduced to an acceptable level?	Y
22	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
23	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
24	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
25	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
26	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
27	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
28	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
29	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
30	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
31	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
32	SMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
33	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
34	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
35	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
36	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
37	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
38	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
39	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
40	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
41	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y
42	WMP Delivery	Glass	PRP 1 Prerequisite Programmes	PRP 1 Prerequisite Programmes	Pasteurisation > 71.7 °C > 15 seconds	Can the hazard be eliminated or reduced to an acceptable level?	Y

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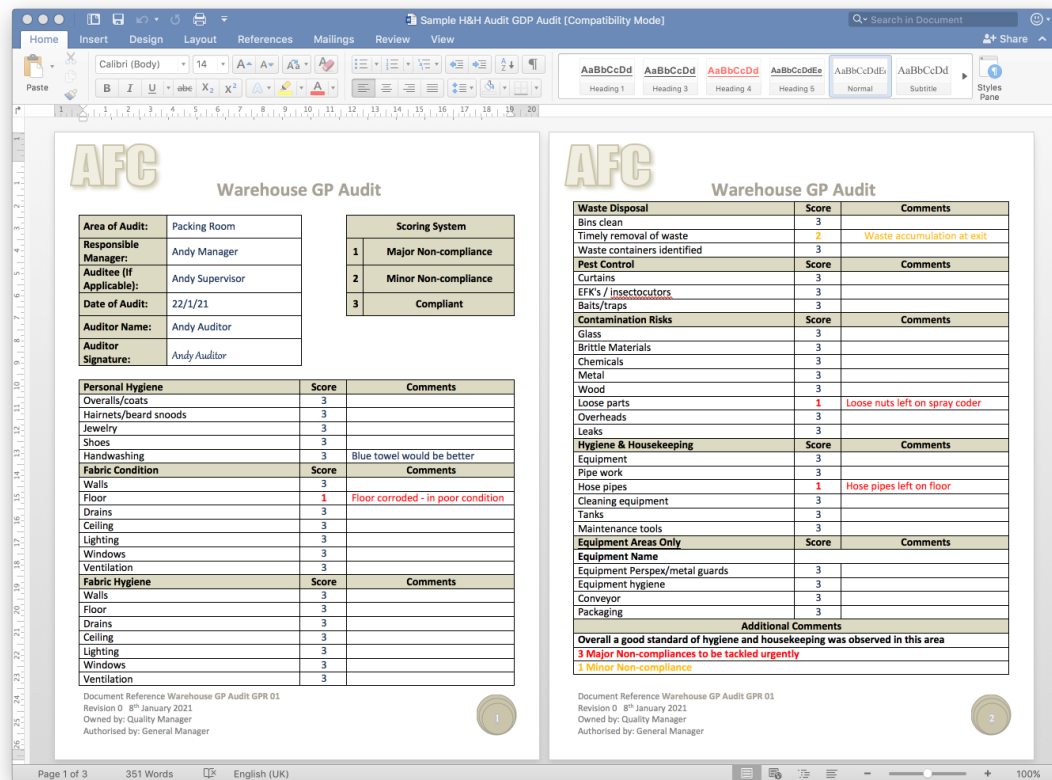
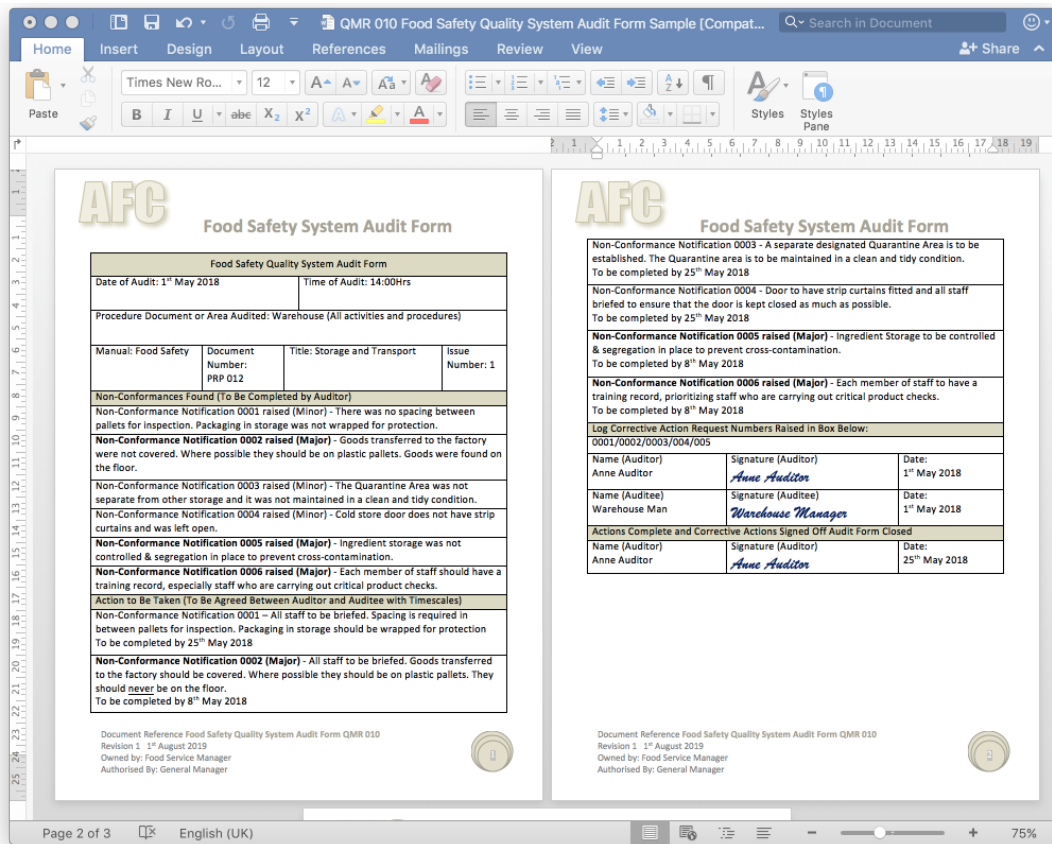
There is also an FSMS 9.2 Plans & Checklists Sub-Folder

There is a checklist for each section of the ISO 22000 standard.



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There are also sample Audit Report and Corrective Action Request documents:

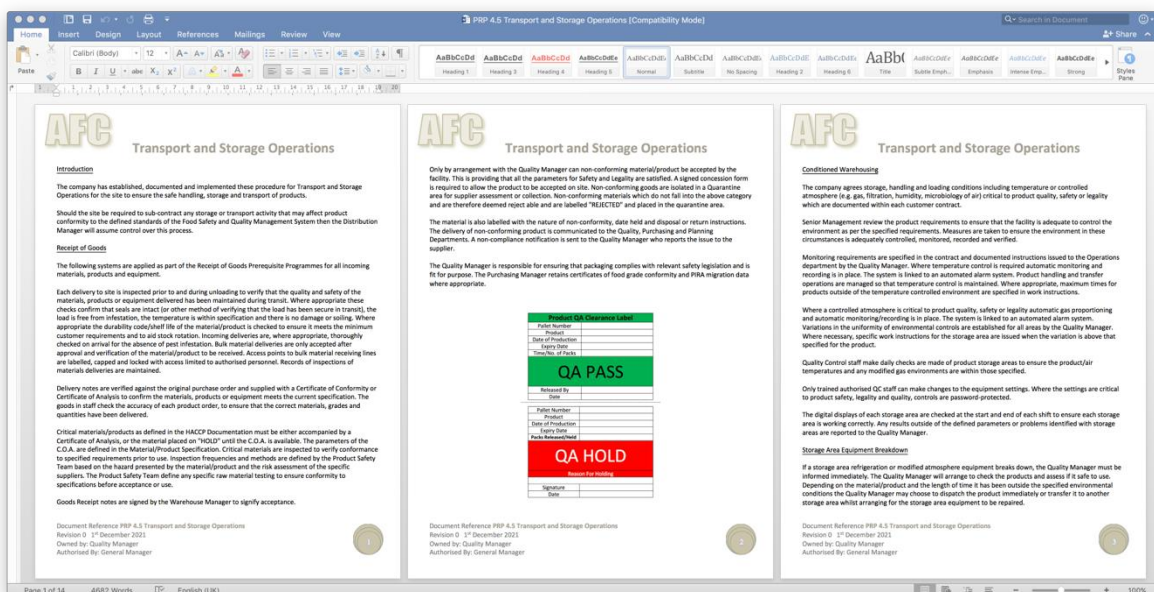


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The next folder to open is the Prerequisite Programmes Folder

Name	Date Modified	Size	Kind
FSMS ISO TS 22002-5 Compliance Summary.docx	Yesterday	33 KB	Micros...(docx)
PRP 4.2 Facilities External & Internal.docx	16/12/2021	40 KB	Micros...(docx)
PRP 4.2 Open Product Flow Diagram.docx	16/12/2021	96 KB	Micros...(docx)
PRP 4.2.3 Utilities and Chemical Control.docx	15/12/2021	39 KB	Micros...(docx)
PRP 4.3 Equipment Calibration.docx	15/12/2021	31 KB	Micros...(docx)
PRP 4.3 Equipment.docx	15/12/2021	29 KB	Micros...(docx)
PRP 4.3.3 Maintenance.docx	15/12/2021	33 KB	Micros...(docx)
PRP 4.4 Contractual Arrangements.docx	15/12/2021	30 KB	Micros...(docx)
PRP 4.4 Management of Subcontractors.docx	15/12/2021	31 KB	Micros...(docx)
PRP 4.4 Purchasing.docx	16/12/2021	35 KB	Micros...(docx)
PRP 4.5 Transport and Storage Operations.docx	16/12/2021	298 KB	Micros...(docx)
PRP 4.5.7 Control of Non-Conforming Product.docx	Yesterday	30 KB	Micros...(docx)
PRP 4.5.7 Non-Conformance Notification.docx	13/05/2021	104 KB	Micros...(docx)
PRP 4.6.1 Open Products - Hygiene Code of Practice.docx	Yesterday	41 KB	Micros...(docx)
PRP 4.6.1 Personnel Hygiene Policy.docx	15/12/2021	30 KB	Micros...(docx)
PRP 4.6.1 Staff Facilities.docx	15/12/2021	30 KB	Micros...(docx)
PRP 4.6.1.4 Layout & Protective Clothing Risk Assessment.docx	15/12/2021	170 KB	Micros...(docx)
PRP 4.6.2 Cleaning and Disinfection.docx	15/12/2021	30 KB	Micros...(docx)
PRP 4.6.3 Waste Management.docx	16/12/2021	31 KB	Micros...(docx)
PRP 4.6.4 Pest Management.docx	16/12/2021	33 KB	Micros...(docx)
PRP 4.7 Traceability.docx	16/12/2021	33 KB	Micros...(docx)
PRP 4.8 Product Recall and Withdrawal.docx	16/12/2021	39 KB	Micros...(docx)
PRP 4.9 Appendix Fraud Risk Assessment Template.xlsx	13/05/2021	32 KB	Micros...(xlsx)
PRP 4.9 Safeguarding of Goods.docx	16/12/2021	385 KB	Micros...(docx)
PRP 5 Allergen Management.docx	16/12/2021	38 KB	Micros...(docx)
Supplementary PRPs	Yesterday	--	Folder

There is a comprehensive set of prerequisite programme templates that you can use to define your GP Standards including those defined in ISO/TS 22002-5:2019 Prerequisite programmes on food safety -- Part 5: Transport and storage.



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There is also a Supplementary PRPs Sub-Folder

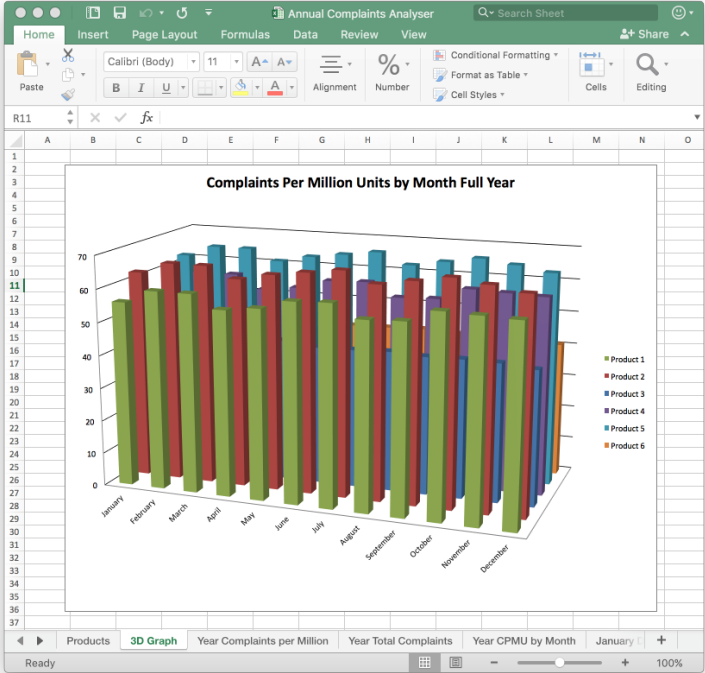
Name	Date Modified	Size	Kind
PRPX 4.5 Product Release.docx	16/12/2021	28 KB	Micro....docx)
PRPX 4.6.3 Waste Recovery and Recycling (Contracted) .docx	16/12/2021	29 KB	Micro....docx)
PRPX 5 Trends in Complaints Analyser Instruction.pdf	13/05/2021	3.5 MB	PDF
PRPX 5 Trends in Complaints Analyser.xlsx	14/01/2021	170 KB	Micro...(.xlsx)
PRPX 6 Specifications - Wholesale Module.docx	16/12/2021	29 KB	Micro....docx)
PRPX 7 Design and Development - Wholesale Module.docx	16/12/2021	31 KB	Micro....docx)
PRPX 8 Laboratory Quality Manual.docx	16/12/2021	59 KB	Micro....docx)
PRPX 8 Product Inspection (Contracted Service).docx	16/12/2021	30 KB	Micro....docx)
PRPX 9 Cleaning of Baskets, Roll Cages an...bution Containers (Contracted Service).docx	16/12/2021	29 KB	Micro....docx)
PRPX 10 Contract Chilling, Freezing, Tempering and Defrost Operations.docx	16/12/2021	30 KB	Micro....docx)
PRPX 11 Quantity Control Inspection (Contracted Service).docx	16/12/2021	29 KB	Micro....docx)
PRPX 12 Contract Packing.docx	16/12/2021	32 KB	Micro....docx)

There are supplementary Prerequisite Programmes that may be useful.

There is an Annual Complaints Analyser, Annual Complaints Analyser Instruction and advise on how to reduce your complaint levels.

Products	Category	Type
A	Product 1	
B	Product 2	
C	Product 3	
D	Product 4	
E	Product 5	
F	Product 6	
	Illness	Suspected bacterial food poisoning Suspected toxin food poisoning Suspected chemical food poisoning Suspected allergic reaction Other
	Packaging faults	Leaks Doesn't seal Tamper evident tab Other
	Foreign body	Glass Wood Metal Plastic Insect Stone Bone Hair Cardboard Paper Other
	Labelling/coding	No date code Incorrect date code Cannot read label Undeclared allergen No label Other
	Print Faults	Blurred Incorrect text Incorrect color Incorrect barcode Cannot scan barcode Other
	Quality	Poor Lack of Other
	Quantity	Underweight Lack of Other

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Annual Complaints Analyser Instructions

Go to the Monthly Data Entry Sheet

Data Entry

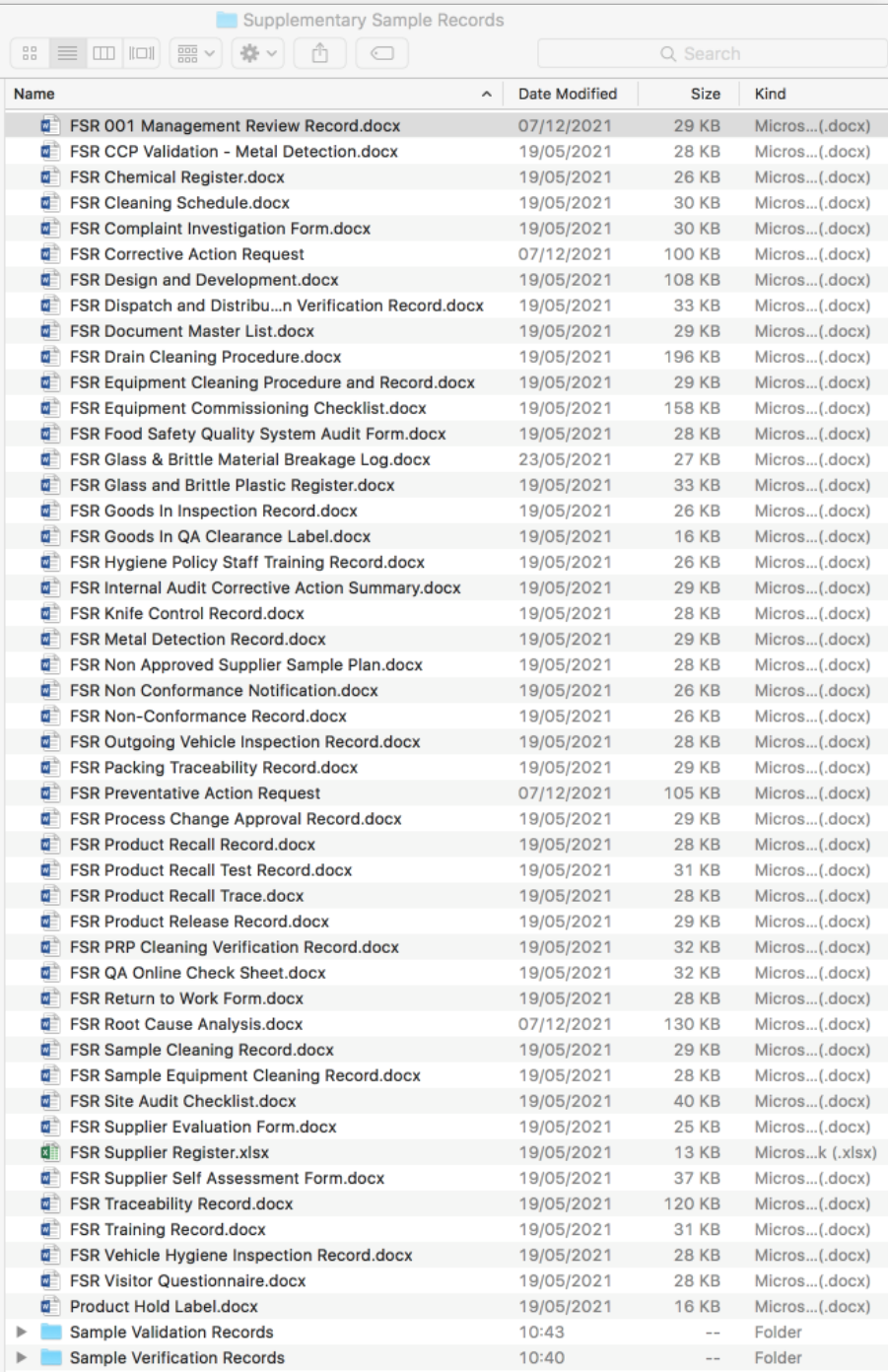
Go to the Monthly Data Entry Sheet and enter the complaint numbers in the correct categories

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The next folder to open is the Supplementary Sample Records Folder

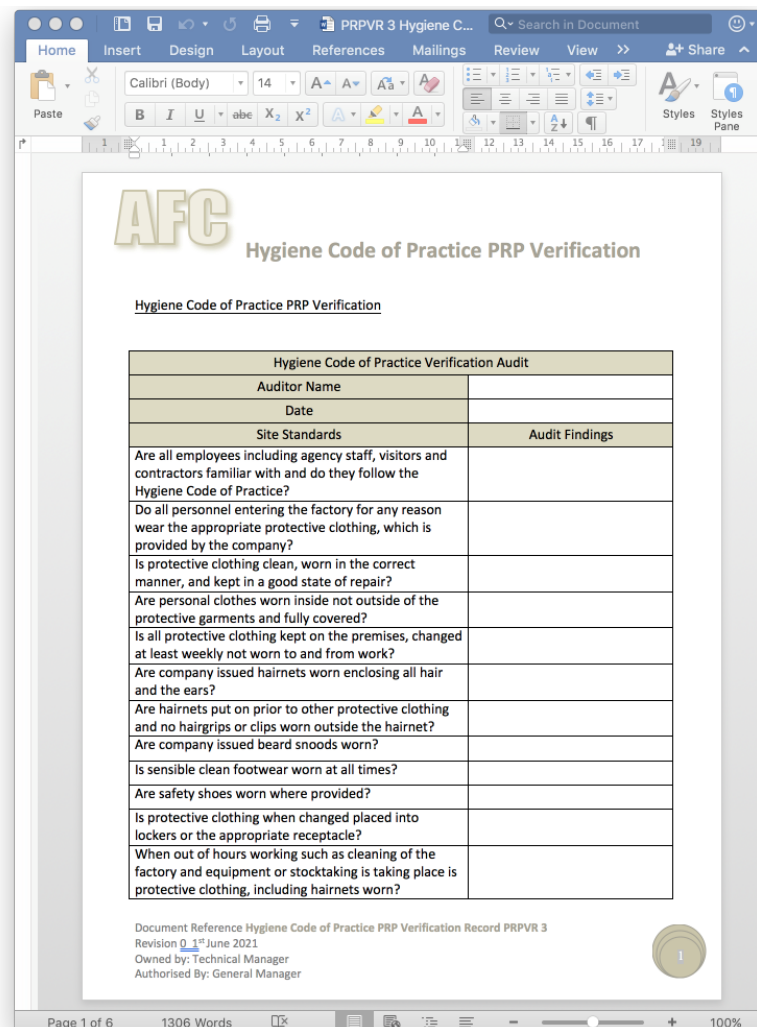
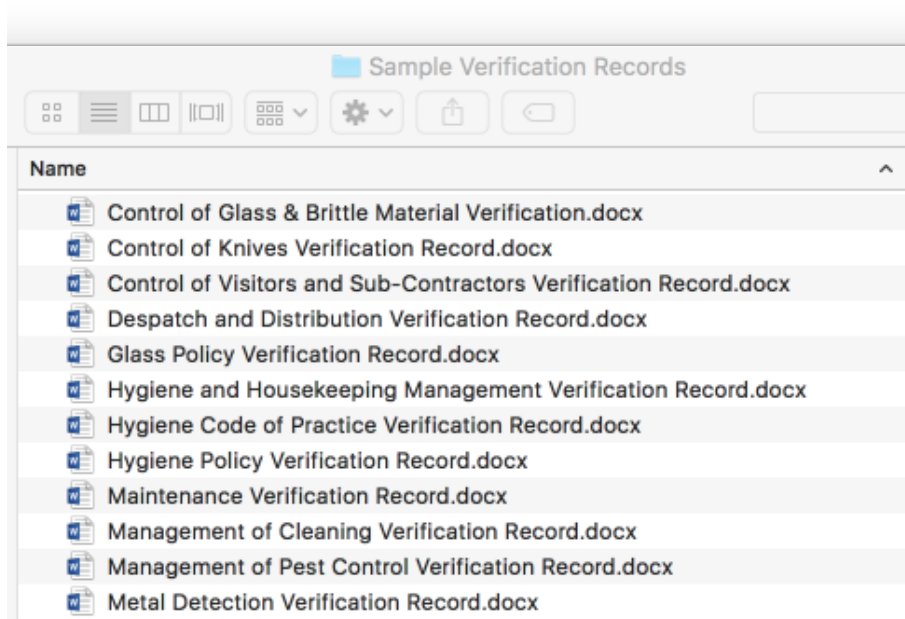
There is a range of food safety record templates:



Name	Date Modified	Size	Kind
FSR 001 Management Review Record.docx	07/12/2021	29 KB	Micros...(docx)
FSR CCP Validation - Metal Detection.docx	19/05/2021	28 KB	Micros...(docx)
FSR Chemical Register.docx	19/05/2021	26 KB	Micros...(docx)
FSR Cleaning Schedule.docx	19/05/2021	30 KB	Micros...(docx)
FSR Complaint Investigation Form.docx	19/05/2021	30 KB	Micros...(docx)
FSR Corrective Action Request	07/12/2021	100 KB	Micros...(docx)
FSR Design and Development.docx	19/05/2021	108 KB	Micros...(docx)
FSR Dispatch and Distribution Verification Record.docx	19/05/2021	33 KB	Micros...(docx)
FSR Document Master List.docx	19/05/2021	29 KB	Micros...(docx)
FSR Drain Cleaning Procedure.docx	19/05/2021	196 KB	Micros...(docx)
FSR Equipment Cleaning Procedure and Record.docx	19/05/2021	29 KB	Micros...(docx)
FSR Equipment Commissioning Checklist.docx	19/05/2021	158 KB	Micros...(docx)
FSR Food Safety Quality System Audit Form.docx	19/05/2021	28 KB	Micros...(docx)
FSR Glass & Brittle Material Breakage Log.docx	23/05/2021	27 KB	Micros...(docx)
FSR Glass and Brittle Plastic Register.docx	19/05/2021	33 KB	Micros...(docx)
FSR Goods In Inspection Record.docx	19/05/2021	26 KB	Micros...(docx)
FSR Goods In QA Clearance Label.docx	19/05/2021	16 KB	Micros...(docx)
FSR Hygiene Policy Staff Training Record.docx	19/05/2021	26 KB	Micros...(docx)
FSR Internal Audit Corrective Action Summary.docx	19/05/2021	29 KB	Micros...(docx)
FSR Knife Control Record.docx	19/05/2021	28 KB	Micros...(docx)
FSR Metal Detection Record.docx	19/05/2021	29 KB	Micros...(docx)
FSR Non Approved Supplier Sample Plan.docx	19/05/2021	28 KB	Micros...(docx)
FSR Non Conformance Notification.docx	19/05/2021	26 KB	Micros...(docx)
FSR Non-Conformance Record.docx	19/05/2021	26 KB	Micros...(docx)
FSR Outgoing Vehicle Inspection Record.docx	19/05/2021	28 KB	Micros...(docx)
FSR Packing Traceability Record.docx	19/05/2021	29 KB	Micros...(docx)
FSR Preventative Action Request	07/12/2021	105 KB	Micros...(docx)
FSR Process Change Approval Record.docx	19/05/2021	29 KB	Micros...(docx)
FSR Product Recall Record.docx	19/05/2021	28 KB	Micros...(docx)
FSR Product Recall Test Record.docx	19/05/2021	31 KB	Micros...(docx)
FSR Product Recall Trace.docx	19/05/2021	28 KB	Micros...(docx)
FSR Product Release Record.docx	19/05/2021	29 KB	Micros...(docx)
FSR PRP Cleaning Verification Record.docx	19/05/2021	32 KB	Micros...(docx)
FSR QA Online Check Sheet.docx	19/05/2021	32 KB	Micros...(docx)
FSR Return to Work Form.docx	19/05/2021	28 KB	Micros...(docx)
FSR Root Cause Analysis.docx	07/12/2021	130 KB	Micros...(docx)
FSR Sample Cleaning Record.docx	19/05/2021	29 KB	Micros...(docx)
FSR Sample Equipment Cleaning Record.docx	19/05/2021	28 KB	Micros...(docx)
FSR Site Audit Checklist.docx	19/05/2021	40 KB	Micros...(docx)
FSR Supplier Evaluation Form.docx	19/05/2021	25 KB	Micros...(docx)
FSR Supplier Register.xlsx	19/05/2021	13 KB	Micros...k (.xlsx)
FSR Supplier Self Assessment Form.docx	19/05/2021	37 KB	Micros...(docx)
FSR Traceability Record.docx	19/05/2021	120 KB	Micros...(docx)
FSR Training Record.docx	19/05/2021	31 KB	Micros...(docx)
FSR Vehicle Hygiene Inspection Record.docx	19/05/2021	28 KB	Micros...(docx)
FSR Visitor Questionnaire.docx	19/05/2021	28 KB	Micros...(docx)
Product Hold Label.docx	19/05/2021	16 KB	Micros...(docx)
Sample Validation Records	10:43	--	Folder
Sample Verification Records	10:40	--	Folder

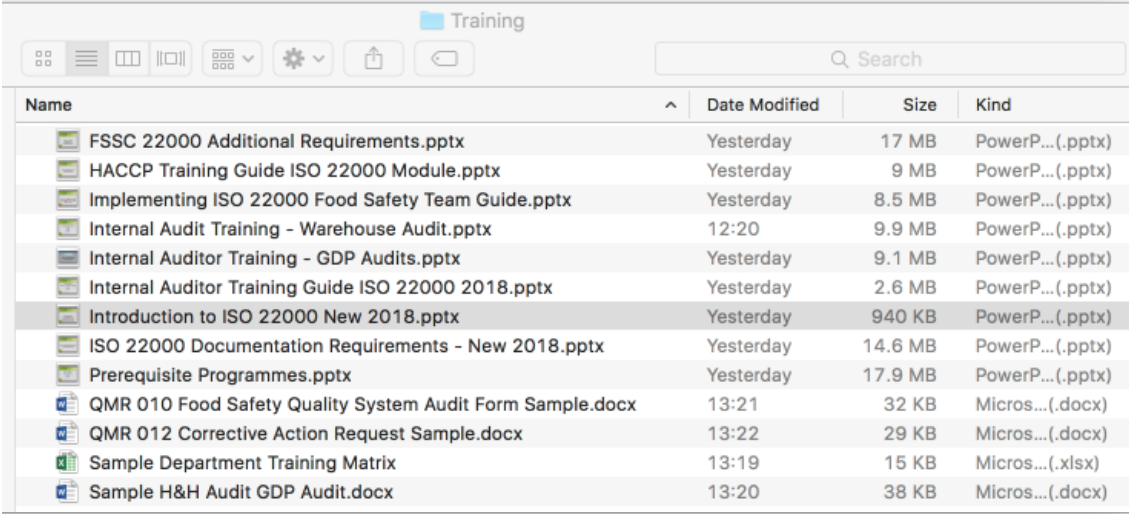
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In the Sample Verification Records Sub-Folder there are Sample
Verification Record Examples:



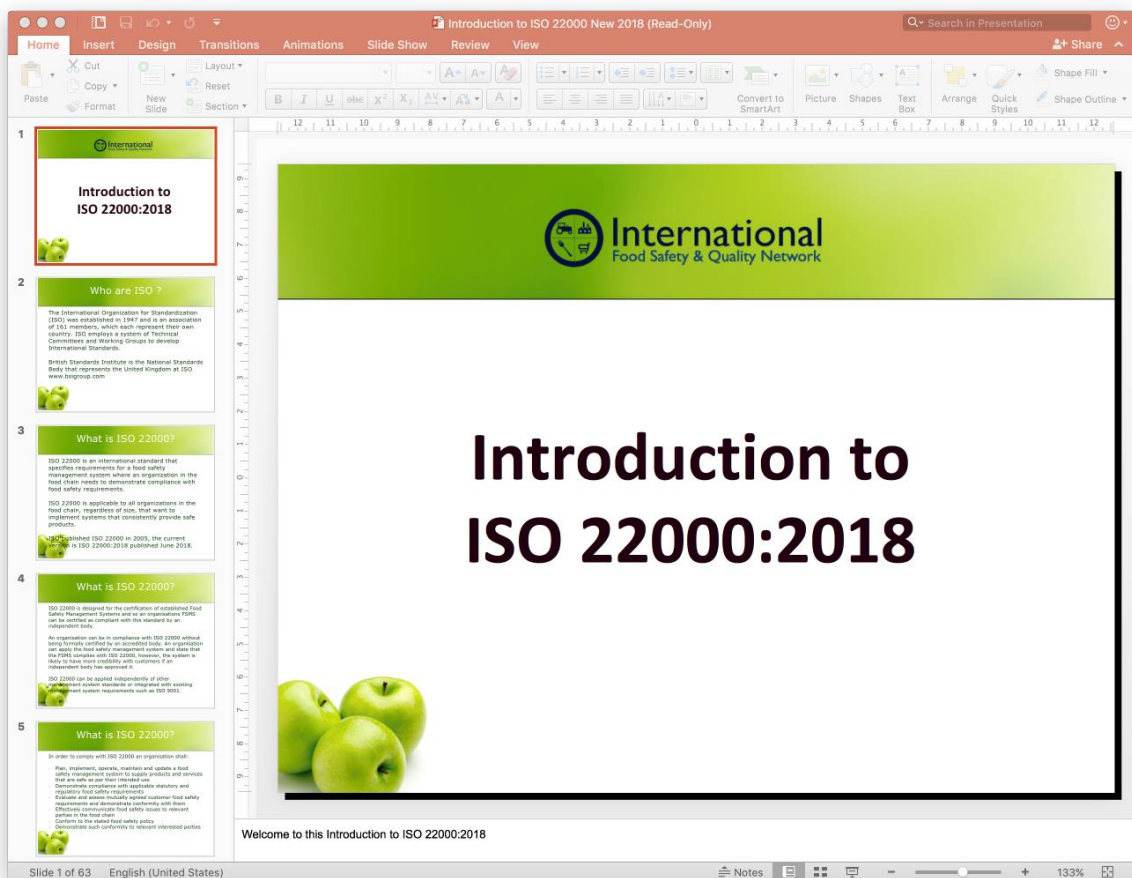
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The next folder to open is the Training Folder



Name	Date Modified	Size	Kind
FSSC 22000 Additional Requirements.pptx	Yesterday	17 MB	PowerP...(.pptx)
HACCP Training Guide ISO 22000 Module.pptx	Yesterday	9 MB	PowerP...(.pptx)
Implementing ISO 22000 Food Safety Team Guide.pptx	Yesterday	8.5 MB	PowerP...(.pptx)
Internal Audit Training - Warehouse Audit.pptx	12:20	9.9 MB	PowerP...(.pptx)
Internal Auditor Training - GDP Audits.pptx	Yesterday	9.1 MB	PowerP...(.pptx)
Internal Auditor Training Guide ISO 22000 2018.pptx	Yesterday	2.6 MB	PowerP...(.pptx)
Introduction to ISO 22000 New 2018.pptx	Yesterday	940 KB	PowerP...(.pptx)
ISO 22000 Documentation Requirements - New 2018.pptx	Yesterday	14.6 MB	PowerP...(.pptx)
Prerequisite Programmes.pptx	Yesterday	17.9 MB	PowerP...(.pptx)
QMR 010 Food Safety Quality System Audit Form Sample.docx	13:21	32 KB	Micros...(.docx)
QMR 012 Corrective Action Request Sample.docx	13:22	29 KB	Micros...(.docx)
Sample Department Training Matrix	13:19	15 KB	Micros...(.xlsx)
Sample H&H Audit GDP Audit.docx	13:20	38 KB	Micros...(.docx)

This folder contains Training Presentations:



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FSSC 22000 Additional Requirements Training Presentation

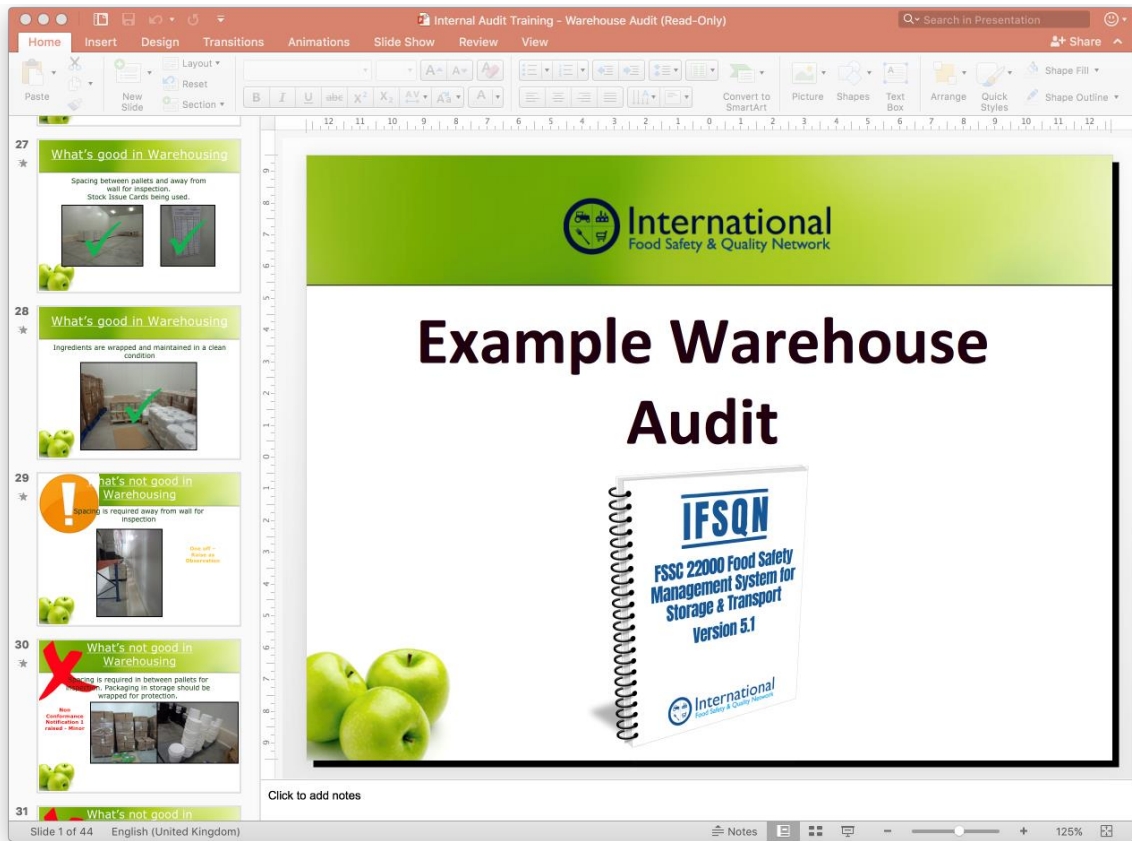
A presentation on the additional requirements of the FSSC 22000 Scheme is also provided.



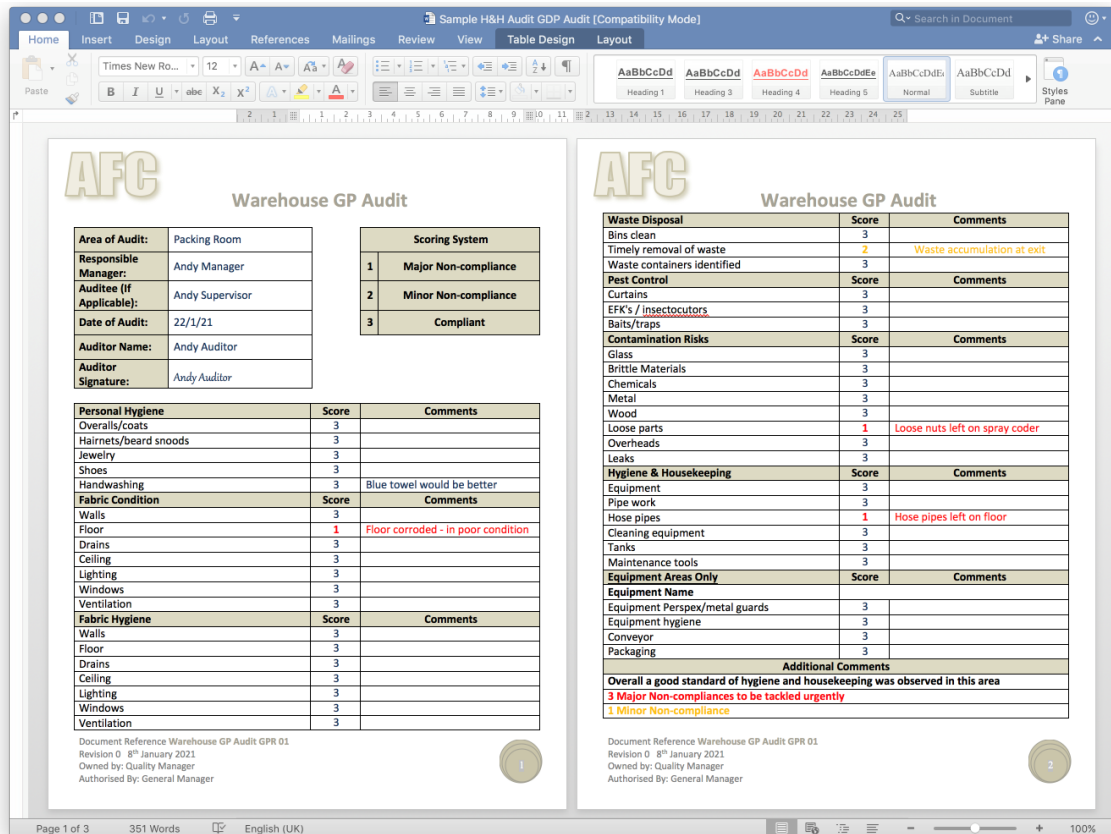
There is also a sample Training Matrix

Department Training Matrix 8th December 2021				Prerequisite Training																								Record Completion							
Employee code	Name	Surname	Department	Position	CCP 1	CCP 2	CCP 3	PRP 1	PRP 2	PRP 3	PRP 4	PRP 5	PRP 6	PRP 7	PRP 8	PRP 9	PRP 10	PRP 11	PRP 12	PRP 13	PRP 14	PRP 15	PRP 16	PRP 17	PRP 18	PRP 19	PRP 20	PRP 21	PRP 22	PRP 23	PRP 24	CCP 1	CCP 2		
0001	A	Smith	Production	Production Supervisor	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green		
0002	B	Smith	Production	Packer Operator	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green		
0003	C	Smith	Warehouse	Loading Operator	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	
0004	D	Smith	Goods In	Checking Operator	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	
0005	E	Smith	General	Cleaning Operator	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	
0006	F	Smith	Dispatch	Dispatch Supervisor	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	
0007	G	Smith	Quality	Laboratory Technician	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	
0008	H	Smith	Dispatch	Dispatch Supervisor	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green
0009	I	Smith	Quality	Laboratory Technician	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green	Green

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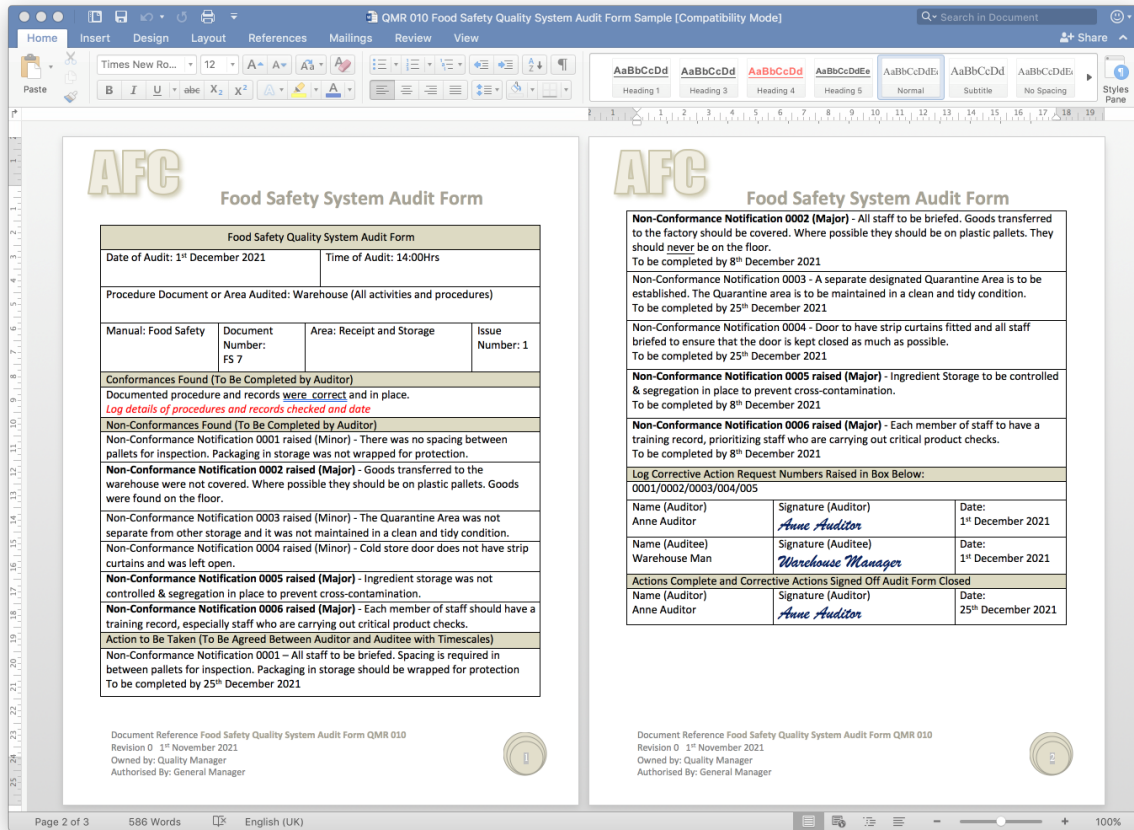


There is a GP Audit Report document template



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There is a Food Safety Audit Report document template



Free online support via e-mail

Finally, don't forget we provide online support and expertise to assist you in developing your FSSC 22000 Food Safety Management System until you achieve certification.