Welcome to the IFSQN FSSC 22000 Food Safety Management System Implementation Package Start Up Guide which will guide you through the contents of the package. This updated Version 6 Package includes:

Food Safety Management System Procedures
A comprehensive set of editable Food Safety Management System Procedures written in Microsoft Word format

Prerequisite Programme Template Procedures
A comprehensive set of editable Prerequisite Programme Template Procedures written in Microsoft Word format

Food Safety Record Templates

Training
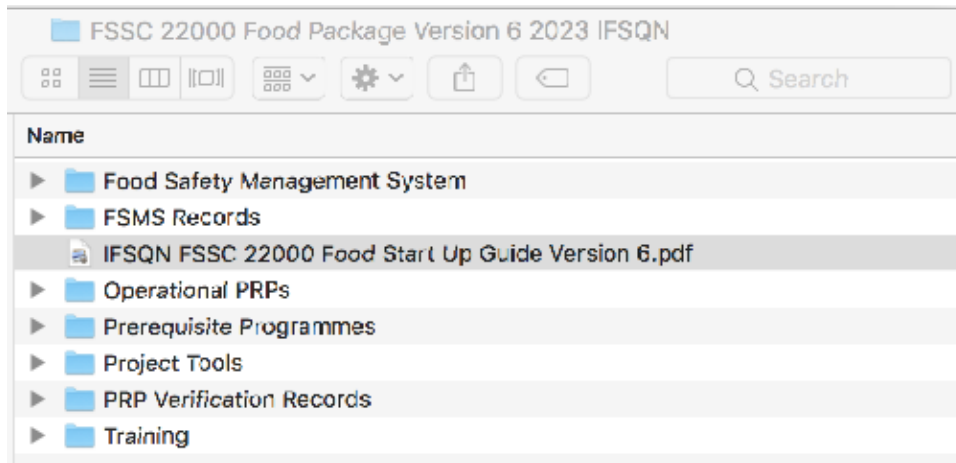An extensive set of IFSQN PowerPoint Training Presentations

Implementation Assistance
A range of tools that assist in developing your Food Safety Management System including instructions, guidance and Free technical support

Click here to order the IFSQN FSSC 22000 Version 6 Implementation Package Now

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

```
📁 FSSC 22000 Food Package Version 6 2023 IFSQN
▦  ≡  ▥ |▯|      ▦ ⌄   ✲ ⌄    ⬆      ⬅              Q Search

Name
▶  📁 Food Safety Management System
▶  📁 FSMS Records
   📄 IFSQN FSSC 22000 Food Start Up Guide Version 6.pdf
▶  📁 Operational PRPs
▶  📁 Prerequisite Programmes
▶  📁 Project Tools
▶  📁 PRP Verification Records
▶  📁 Training
```

Your first job is to buy a copy of:
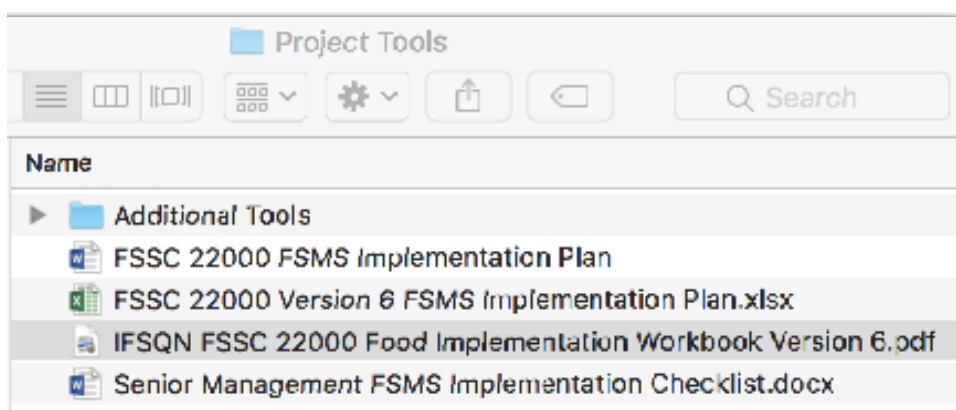**ISO 22000 Food safety management systems -- Requirements for any organization in the food chain**
and
ISO/TS 22002-1 Prerequisite programmes on food safety -- Part 1: Food manufacturing
Standards from ISO.

Also download CODEX RECOMMENDED INTERNATIONAL CODE OF PRACTICE GENERAL PRINCIPLES OF FOOD HYGIENE (free to download)

Also download the FSSC 22000 Certification Scheme Version 6 documents (free to download)

Start by opening the Project Tools folder:

```
📁 Project Tools
≡  ▥ |▯|        ▦ ⌄   ✲ ⌄    ⬆      ⬅              Q Search

Name
▶  📁 Additional Tools
   📄 FSSC 22000 FSMS Implementation Plan
   📊 FSSC 22000 Version 6 FSMS Implementation Plan.xlsx
   📄 IFSQN FSSC 22000 Food Implementation Workbook Version 6.pdf
   📄 Senior Management FSMS Implementation Checklist.docx
```

There is the FSSC 22000 FSMS Implementation Plan which can be used to plan the development of your Food Safety Management System

Excel and Word Project Planner template copies are supplied.

The main document in the folder is the New FSSC 22000 Food Implementation Workbook Version 6

This workbook is provided to guide you in the implementation of your Food Safety Management System. The workbook is divided into 7 steps that are designed to assist you in implementing your food safety management system effectively:

- ✓ Step One: ISO 22000 Training for Management
- ✓ Step Two: Top Management Implementation
- ✓ Step Three: Food Safety Management System
- ✓ Step Four: Project 22000 including HACCP Implementation
- ✓ Step Five: Internal Auditing & Checklists
- ✓ Step Six: Review and Updating
- ✓ Step Seven: Final Steps to ISO 22000 Certification
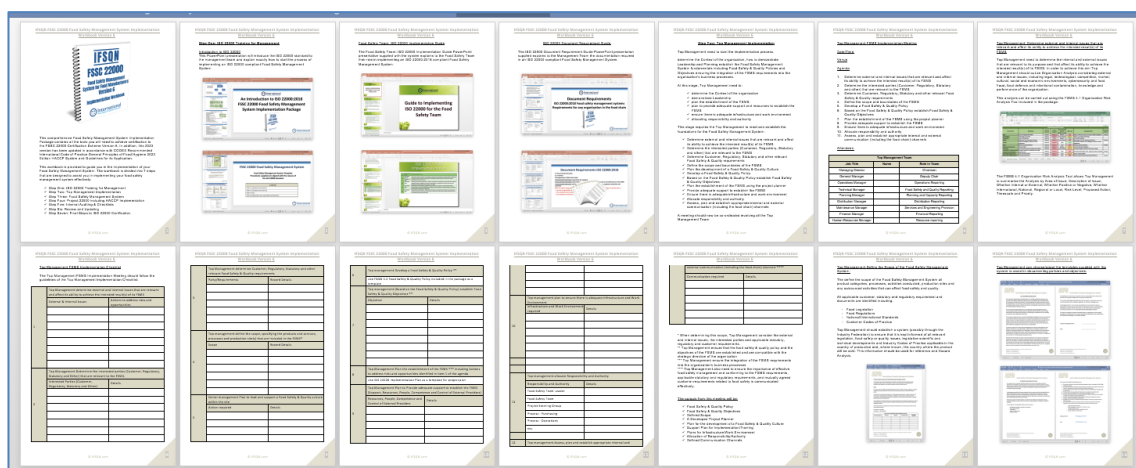
The Implementation Workbook includes a final Self-Assessment Checklist to ensure that you meet the requirements of ISO 22000, ISO 22002-1 and FSSC 22000 Certification Scheme Additional Requirements.

IFSQN FSSC 22000 Food Safety Management System Implementation Workbook Version 6

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, TS ISO 22002-1 and FSSC 22000 Certification Scheme Additional Requirements Version 6 using the checklists provided.

ISO 22000 Food Safety Management System Requirements Internal Audit	
ISO 22000 Clause	**Audit Findings**
4 Context of the organization	
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)? *See notes from the standard.*	
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	

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IFSQN FSSC 22000 Food Safety Management System Implementation Workbook Version 6

Review compliance with FSSC 22000 Certification Scheme Additional Requirements

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.

FSSC 22000 Certification Scheme Additional Requirements Version 6			
FSSC 22000 Certification Scheme Additional Requirements	**Compliant**		**Comments**
	Yes	No	
2.5.1 Management of Services and Purchased Materials – in addition to 7.1.6 Control of externally provided processes, products or services			
Is any analysis critical to the verification and/or validation of food safety conducted by a competent laboratory (including both internal 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?			
2.5.2 Product Labelling and Printed Materials – in addition to 8.5.1.3 Characteristics of end products			

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The next folder to open is the Food Safety Management System folder
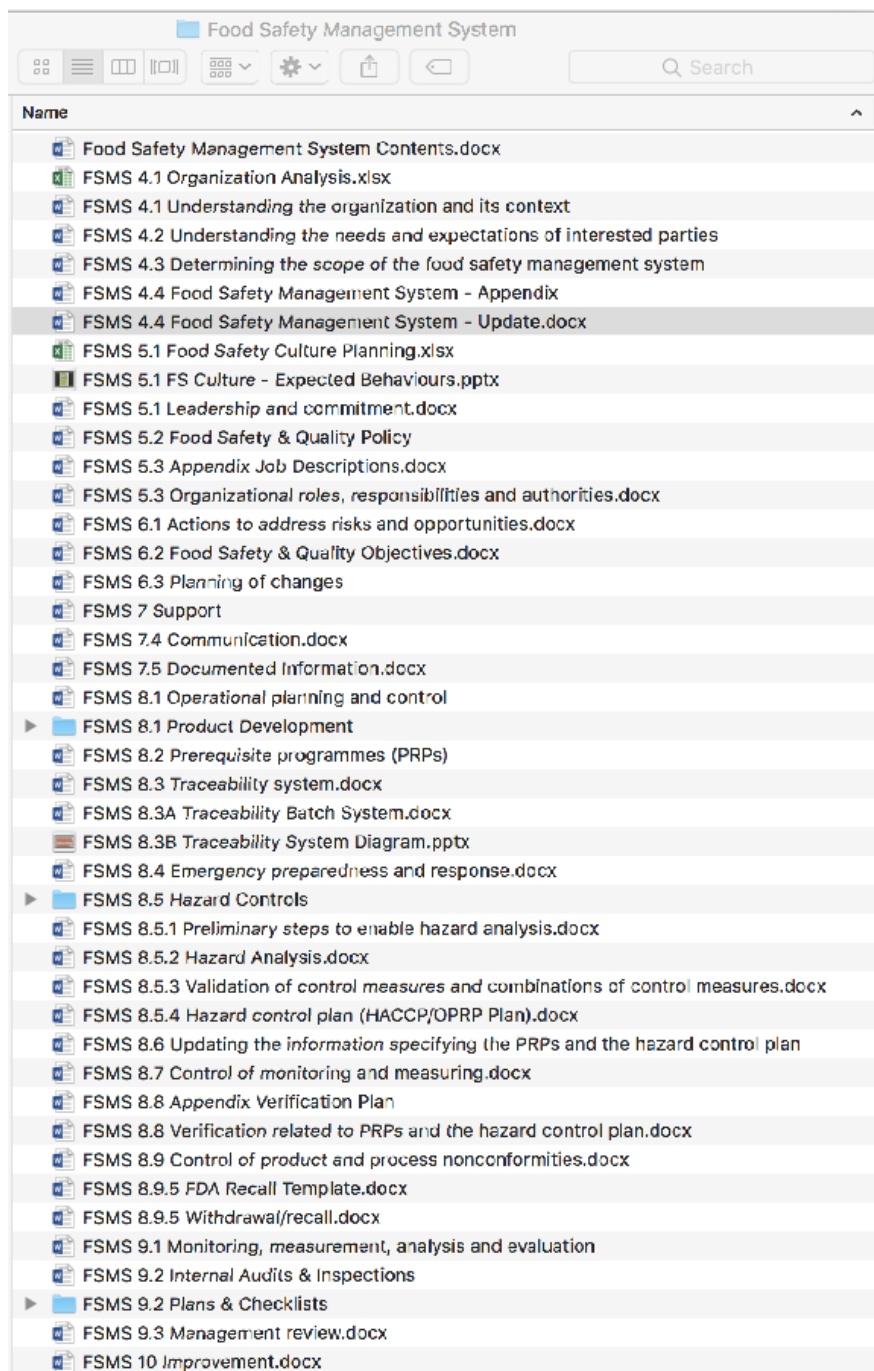
The Food Safety Management System Package contains comprehensive top level Food Safety Management procedure templates that form the foundations of your Food Safety Management System so you don't have to spend 1,000's of hours writing compliant procedures.

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 & Quality Management System

The main documents are provided in Microsoft Word English (US) format and are easily edited to suit your organization.

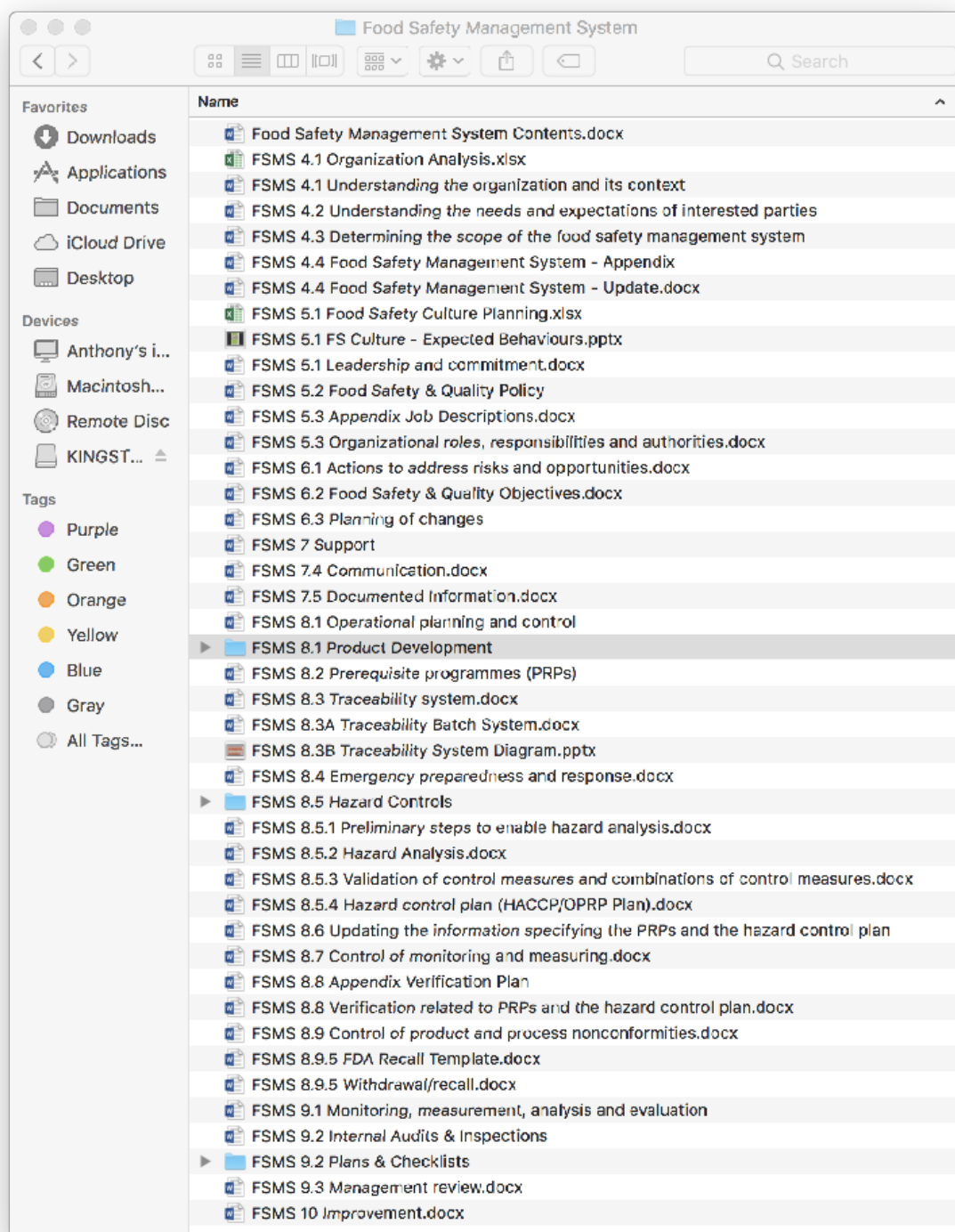For example put your company logo or name and address in the header

You can edit the header

You can edit the main text

You can edit the footer

Open the FSMS 8.1 Product Development Folder

(It is in the Food Safety Management System Folder with the FSMS Documents)

There is comprehensive product development documentation:

Product Development

Name
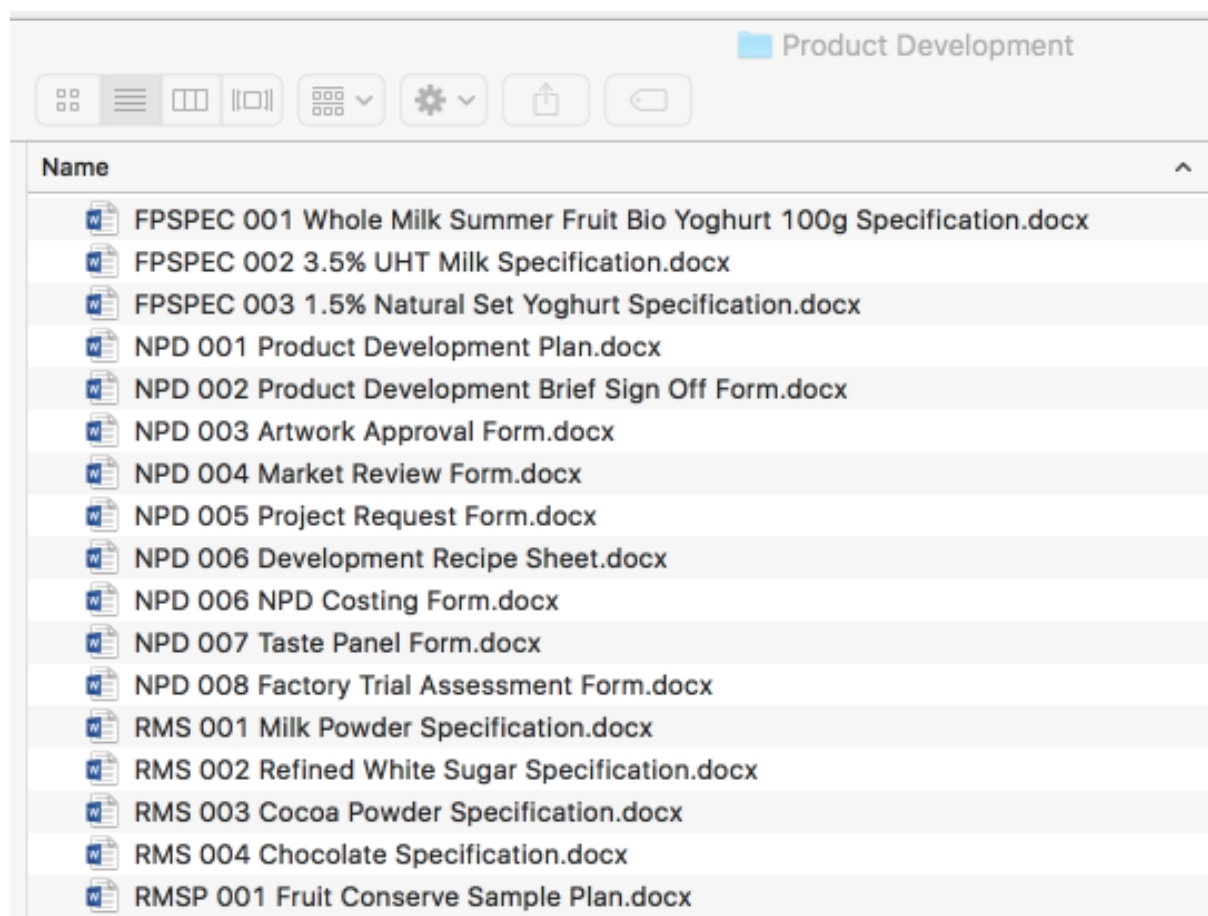
- FPSPEC 001 Whole Milk Summer Fruit Bio Yoghurt 100g Specification.docx
- FPSPEC 002 3.5% UHT Milk Specification.docx
- FPSPEC 003 1.5% Natural Set Yoghurt Specification.docx
- NPD 001 Product Development Plan.docx
- NPD 002 Product Development Brief Sign Off Form.docx
- NPD 003 Artwork Approval Form.docx
- NPD 004 Market Review Form.docx
- NPD 005 Project Request Form.docx
- NPD 006 Development Recipe Sheet.docx
- NPD 006 NPD Costing Form.docx
- NPD 007 Taste Panel Form.docx
- NPD 008 Factory Trial Assessment Form.docx
- RMS 001 Milk Powder Specification.docx
- RMS 002 Refined White Sugar Specification.docx
- RMS 003 Cocoa Powder Specification.docx
- RMS 004 Chocolate Specification.docx
- RMSP 001 Fruit Conserve Sample Plan.docx

AFC

Product Development Plan

Stage	Responsibility	Date	Signed
STAGE 1: Product Brief			
- Product Brief supplied to NPD			
- Critical path generation			
STAGE Complete & Authority to Move to Next Stage	Yes/No	Date	Signed
Development Manager			

Stage	Responsibility	Date	Signed
STAGE 2: Kitchen work stage			
- Specification sent for New Ingredients			
- Preliminary Specification Checked and signed off			
- Raw Material evaluated by Quality against the Spec			
- Initial Product costing done			

Document Reference Product Development Plan NPD 001
Revision 0 1st August 2023
Owned by: Development Manager
Authorized By: Quality Manager

Page 1 of 8   588 Words   English (US)

The next folder to open is the FSMS 8.5 Hazard Controls Folder

FSMS 8.5 Hazard Controls

Name	
CCP Procedure Sample Pasteurization.docx	
CCP Record Sample Pasteurizer Log Sheet.docx	
FPSPEC 001 Whole Milk Summer Fruit Bio Yoghurt 100g Specification.docx	
FPSPEC 001 Yoghurt 100g Specification Review.docx	
FPSPEC 002 3.5% UHT Milk Specification.docx	
FPSPEC 003 1.5% Natural Set Yoghurt Specification.docx	
FSSC 22000 HACCP Calculator Instructions 2023.pdf	
FSSC 22000 HACCP Calculator Master 2023.xlsx	
HACCP Definitions	
HACCP Hazard Analysis Prompt	
HACCP Steering Group Review Template.docx	
Hazard Control Plan Template	
IFSQN HACCP Hazard Analysis Prompt.pdf	
Manufacturing Control Prerequisites.docx	
PRP 2 HACCP Prerequisite Programmes.docx	
Raw Material Summary Sheet.docx	
RMS 001 Milk Powder Specification.docx	
RMS 002 Refined White Sugar Specification.docx	
RMS 003 Cocoa Powder Specification.docx	
RMS 004 Chocolate Specification.docx	
RMSP 001 Fruit Conserve Sample Plan.docx	
Sample Finished Product Summary Sheet.docx	
Sample HACCP Flow Diagram.docx	
Sample HACCP Flow Diagram.pptx	
Sample HACCP Validation.docx	
Sample HACCP Verification Audit Summary.docx	
Sample Product Description	
Sample Verification Record.docx	
Sample Yoghurt Flow Diagram 2 High Care.docx	
Sample Yoghurt Flow Diagram 2 Revision 3.docx	
▶ Validation Records	

The HACCP System is defined in the following Food Safety Management System documents:

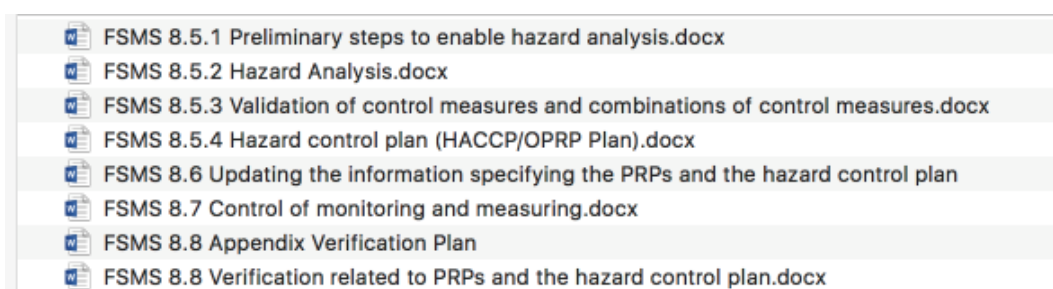FSMS 8.5.1 Preliminary steps to enable hazard analysis
FSMS 8.5.2 Hazard analysis
FSMS 8.5.3 Validation of control measure(s) and combinations of control measures
FSMS 8.5.4 Hazard control plan (HACCP/OPRP plan)
FSMS 8.6 Updating the information specifying the PRPs and the hazard control plan
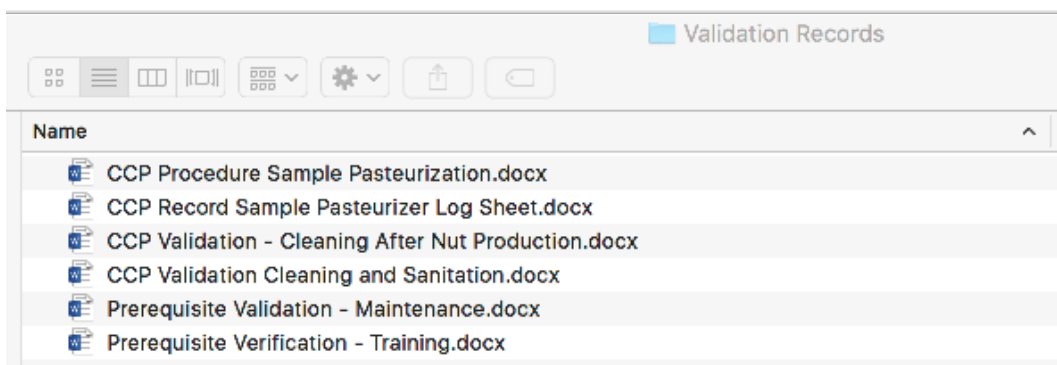FSMS 8.7 Control of monitoring and measuring
FSMS 8.8 Verification related to PRPs and the hazard control plan

- FSMS 8.5.1 Preliminary steps to enable hazard analysis.docx
- FSMS 8.5.2 Hazard Analysis.docx
- FSMS 8.5.3 Validation of control measures and combinations of control measures.docx
- FSMS 8.5.4 Hazard control plan (HACCP/OPRP Plan).docx
- FSMS 8.6 Updating the information specifying the PRPs and the hazard control plan
- FSMS 8.7 Control of monitoring and measuring.docx
- FSMS 8.8 Appendix Verification Plan
- FSMS 8.8 Verification related to PRPs and the hazard control plan.docx

There is also a Validation Records Folder
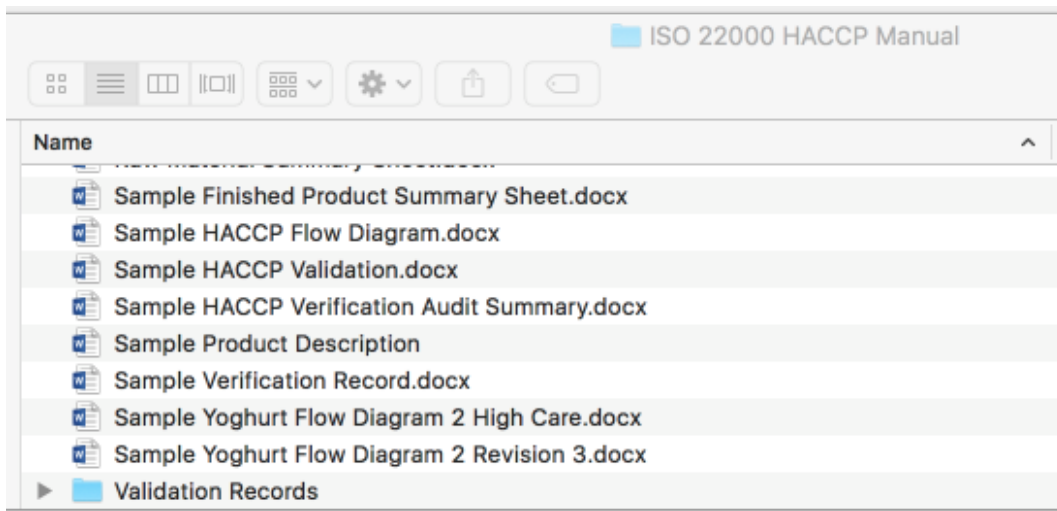
The folder contains examples of Validation Records plus a sample Operational Procedure and corresponding Record

The next folder to open is the Prerequisite Programmes Folder
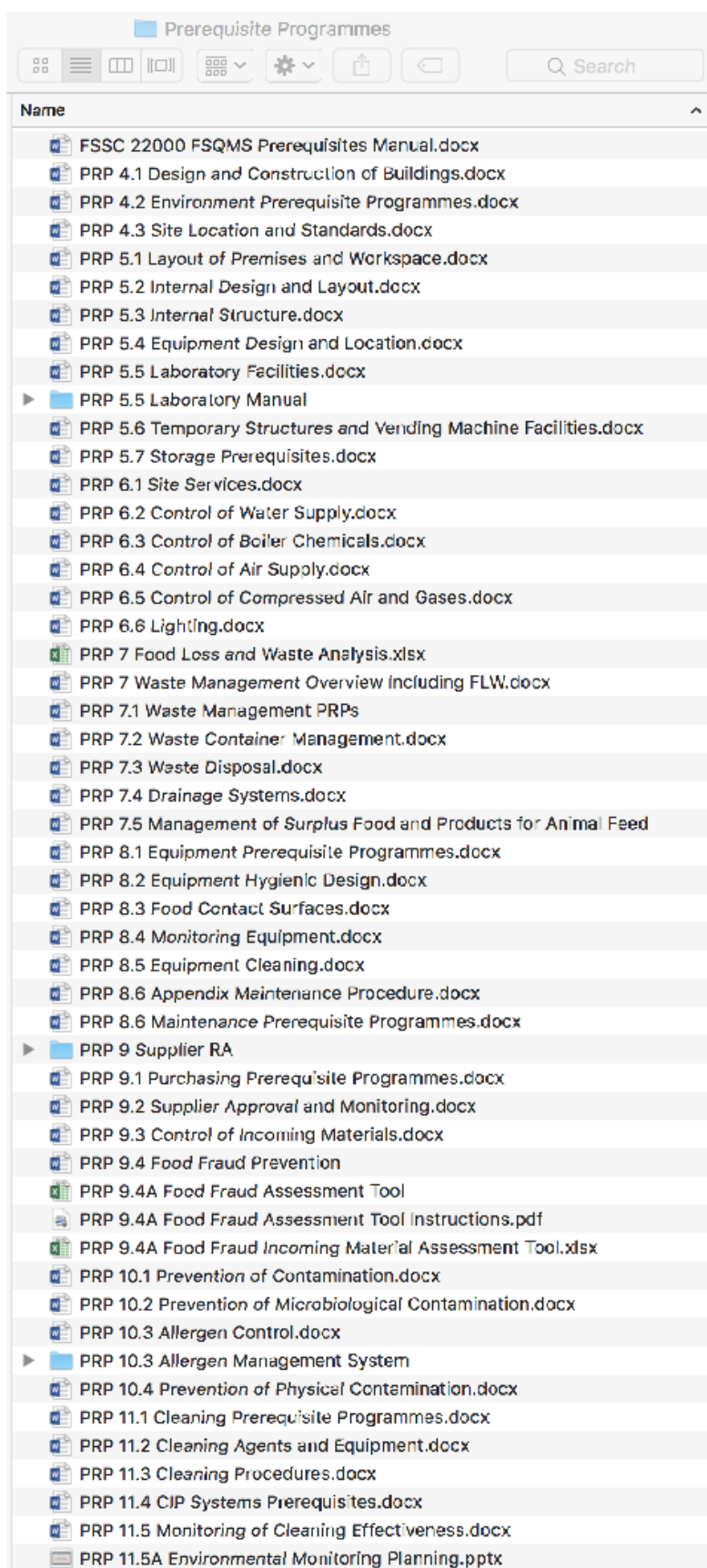
PRP 12 Management of Pest Control.docx
PRP 12.1 Pest Control Prerequisites.docx
PRP 12.2 Pest Control Programme.docx
PRP 12.3 Prevention of Pest Access.docx
PRP 12.4 Prevention of Pest Harbourage.docx
PRP 12.5 Pest Monitoring.docx
PRP 12.6 Pest Eradication.docx
PRP 13 Hygiene Code of Practice.docx
PRP 13.1 Personal Hygiene and Personnel Facilities Prerequisites.docx
PRP 13.2 Personnel Hygiene Facilities.docx
PRP 13.3 Personnel Canteen Facilities.docx
PRP 13.4 Protective Work Wear.docx
PRP 13.5 Medical Screening.docx
PRP 13.6 Illness Reporting Systems.docx
PRP 13.7 Personal Cleanliness.docx
PRP 13.8 Personal Behaviour.docx
PRP 13.9 Control of Visitors and Sub-Contractors.docx
PRP 14.1 Rework Prerequisite Programmes.docx
PRP 14.2 Rework Storage Identification and Traceability.docx
PRP 14.3 Rework Usage Prerequisites.docx
PRP 15.1 Product Recall Prerequisite Programmes.docx
PRP 15.2 Product Recall Procedure Prerequisites.docx
PRP 16.1 Warehousing Prerequisites.docx
PRP 16.2 Warehousing Procedures.docx
PRP 16.3 Appendix - Dispatch and Distribution Procedure.docx
PRP 16.3 Dispatch and Distribution Prerequisites.docx
PRP 17.1 Product Information Prerequisites.docx
PRP 17.2 Product Labelling Controls.docx
PRP 17.2A Label Retention and Check.docx
PRP 18 Food Defence Mitigation Strategies Checklists.xlsx
PRP 18.1 Food Defence System.docx
PRP 18.1 Food Threat Assessment & Mitigation Plan.xlsx
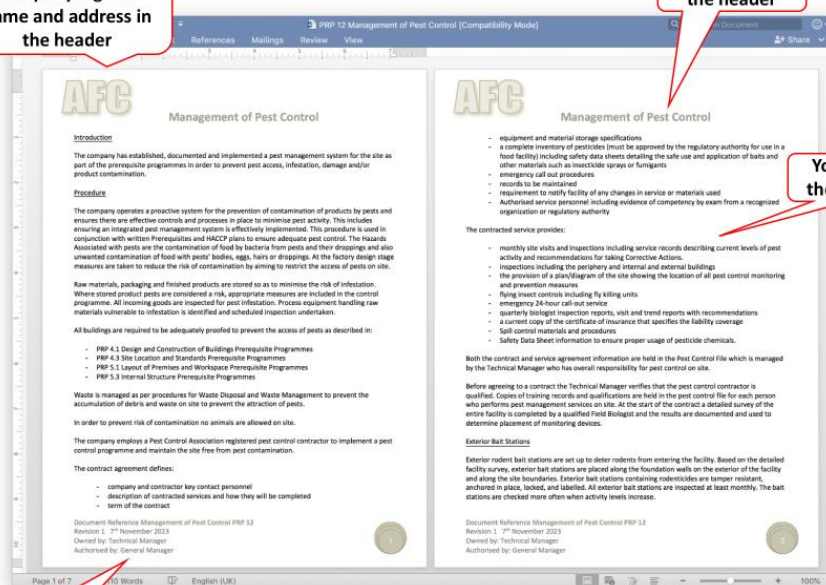PRP 18.2 Access Controls.docx

The documents are provided in Microsoft Word English (US) format
and are easily edited to suit your organization.

For example put your company logo or name and address in the header

You can edit the header
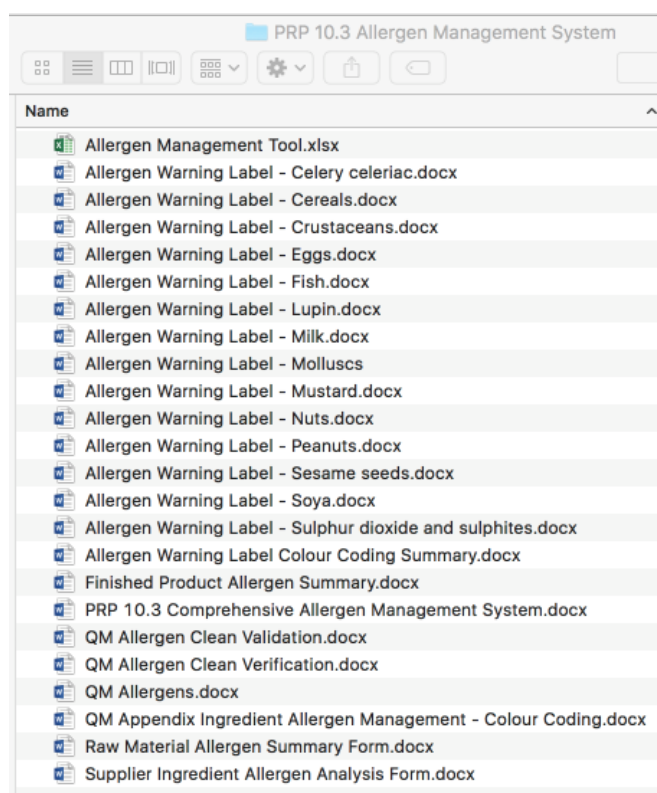
You can edit the main text

You can edit the footer

The next three folders contain supplementary documentation and tools to assist with specific Prerequisite Programmes
(They are all in the Prerequisite Programmes Folder with the PRP Documents)

Open PRP 10.3 Allergen Management System Folder

There is comprehensive allergen management documentation and the Allergen Management Tool which assist PRP 10.3 Allergen Control:

The next folder to open is the PRP 9 Supplier RA Folder

There are Supplier Assurance Documents and Supplier Risk Assessment Calculator to supplement:
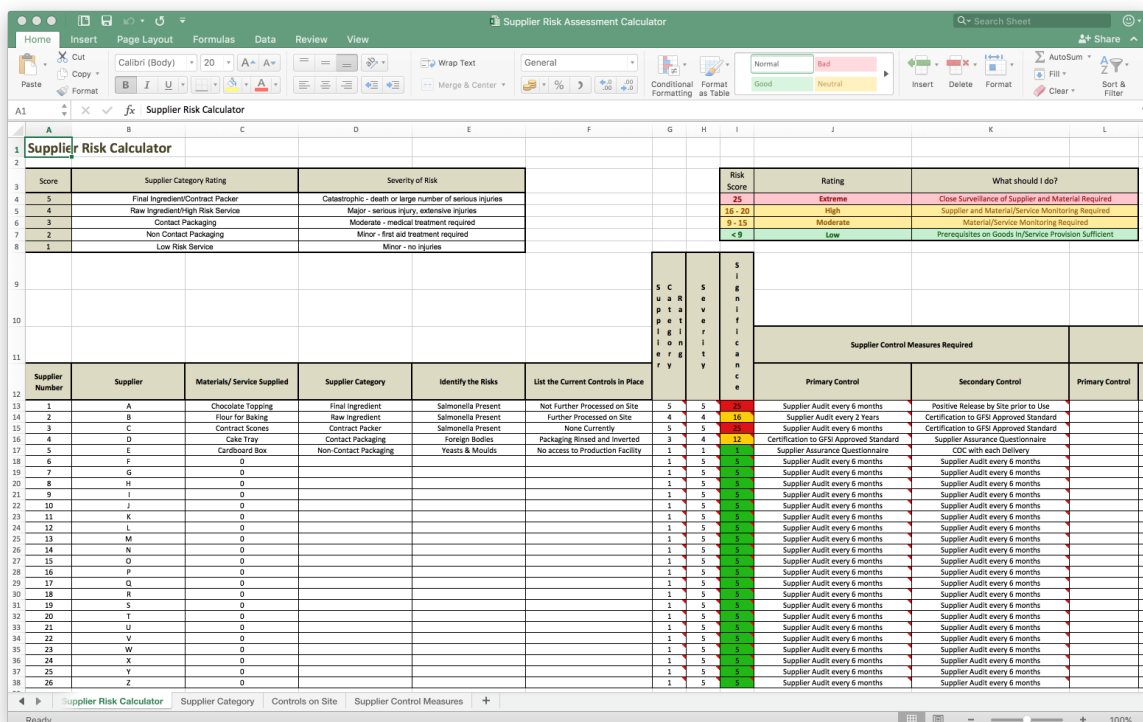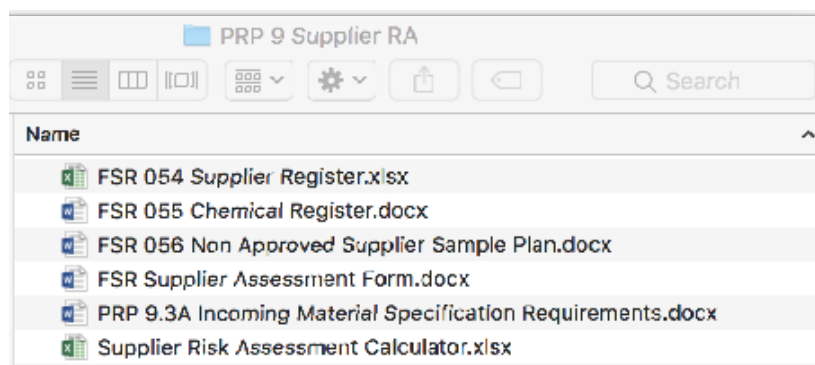
PRP 9.1 Purchasing Prerequisite Programmes
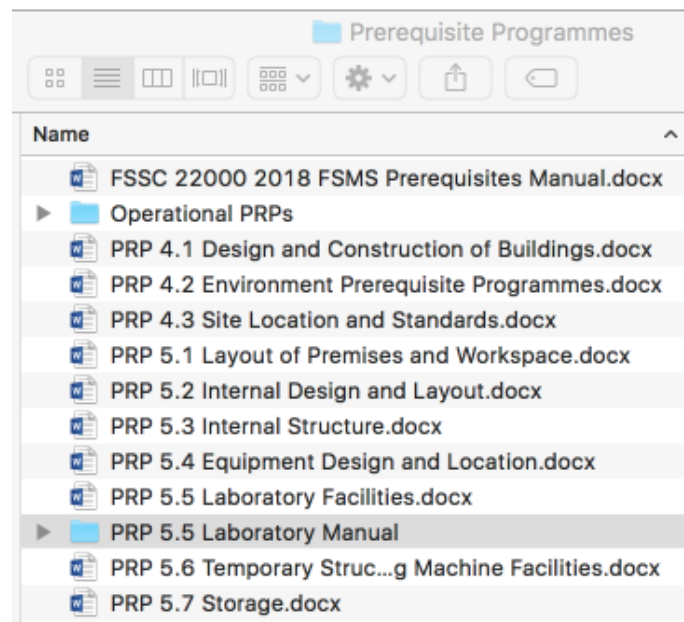PRP 9.2 Supplier Approval and Monitoring
PRP 9.3 Control of Incoming Materials
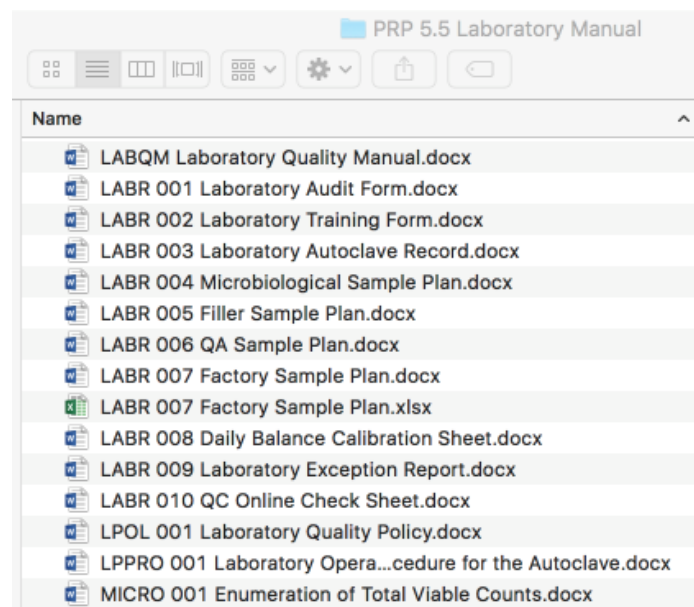PRP 9.4 Food Fraud Prevention
PRP 9.4A Food Fraud Raw Material Assessment Calculator

The next folder to open is PRP 5.5 Laboratory Manual Folder

This folder contains the Laboratory Quality Manual plus other documentation pertinent to Product Sampling, Inspection and Analysis.

FSSC 22000 Certification Scheme Additional Requirements Version 6 2.5.1 Management of Services and Purchased Materials include the requirement ensure that where laboratory analysis services are used for the verification and/or validation of food safety are conducted by a competent laboratory (including both internal and external laboratories as applicable) using validated test methods and best practices. An example given is certification to international standard ISO 17025.

This Standard prescribes General Requirements for the Competence of Testing and Calibration Laboratories. A comprehensive Laboratory Quality Manual based on the requirements of ISO 17025 is provided in Microsoft Word format.

Laboratory Quality Manual

**CONTENTS**

1. Introduction
2. Quality System
3. Organization and Management
4. Personnel
5. Laboratory Accommodation and Environment
6. Personnel Hygiene
7. Confirmation of Work and Client Requirements
8. Handling Test Items
9. Test Methods
10. Bench Practices
11. Assuring Quality of Results
12. Equipment, Calibration and Measurement Traceability
13. Calibration Standards / Reference Materials
14. Reporting Test Results
15. Records
16. Purchase of Outside Services, Supplies and Laboratory Consumables
17. Non-Conforming Work
18. Monitoring for Improvements
19. Internal Audits
20. Management Review
21. Complaints
22. Subcontracting

Document Reference LABQM Laboratory Quality Manual
Revision 0 1ˢᵗ November 2023
Owned by: Laboratory Supervisor
Authorized by: Quality Manager

Laboratory Daily Exception Report

Date:

Area	RO Water	Process Checks	Fresh		Packing		
			Filler 1	Filler 2	1	2	3
Enteros							
ATP Swab/Rinse							
TVC							
AKQ							
Shelf Life							
Chemical Analysis							
Weight/ Volume							

CIP Checks	Caustic Strengths Target 1.8 – 2.2%	Acid Strengths Target 1.3 – 1.7%	Report any issues with each CIP set
CIP 1			
CIP 2			
CIP 3			
CIP 4			

Document Reference Laboratory Daily Exception Report
Revision 0 1ˢᵗ August 2023
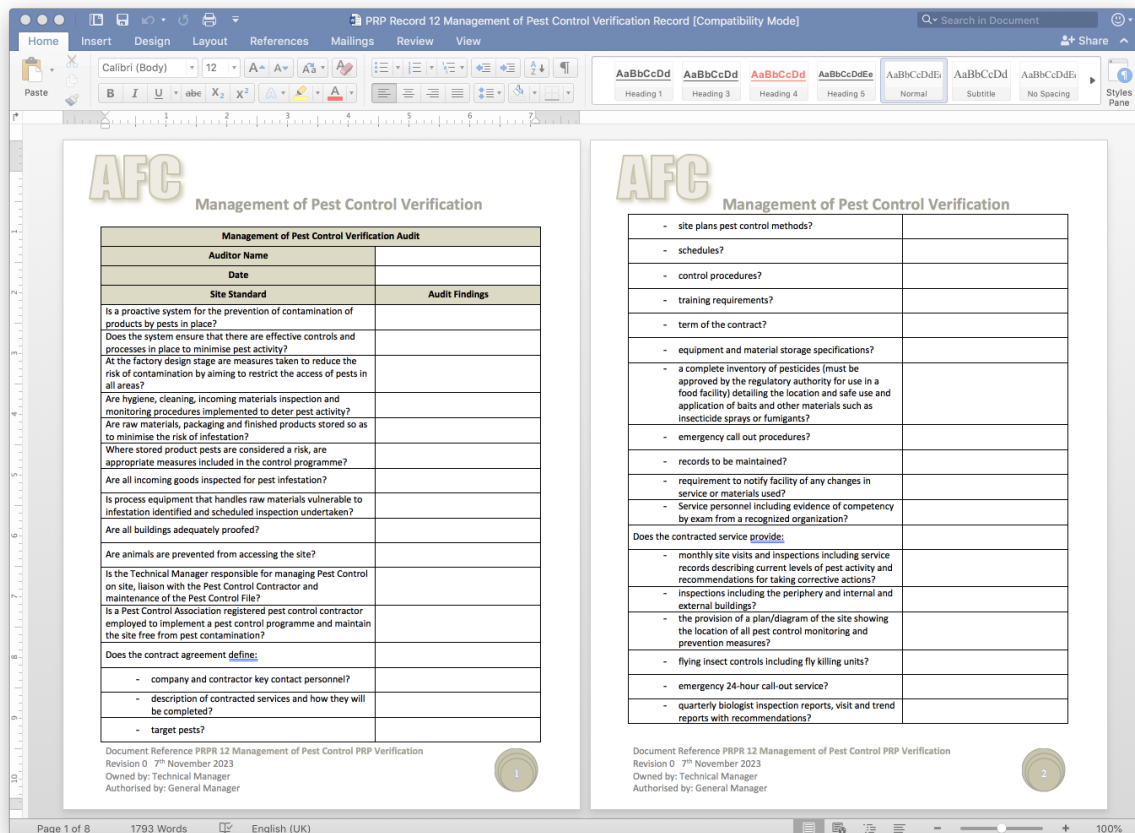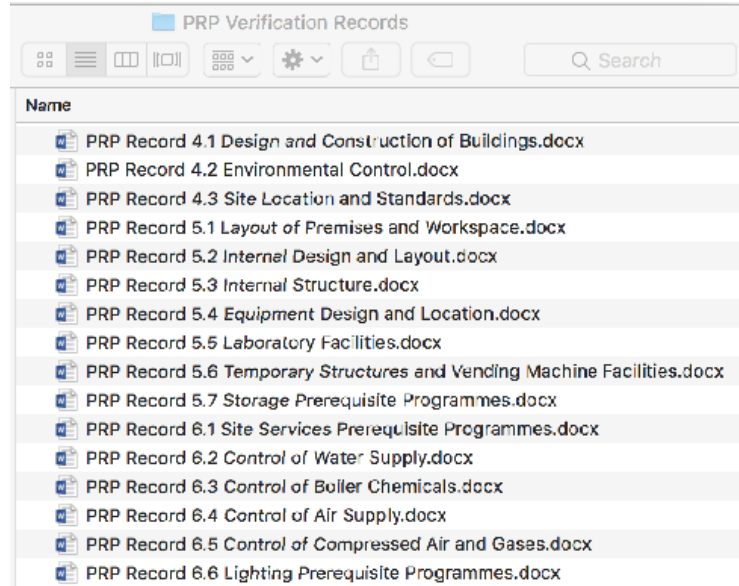Owned by: Laboratory Manager
Authorized By: Quality Manager

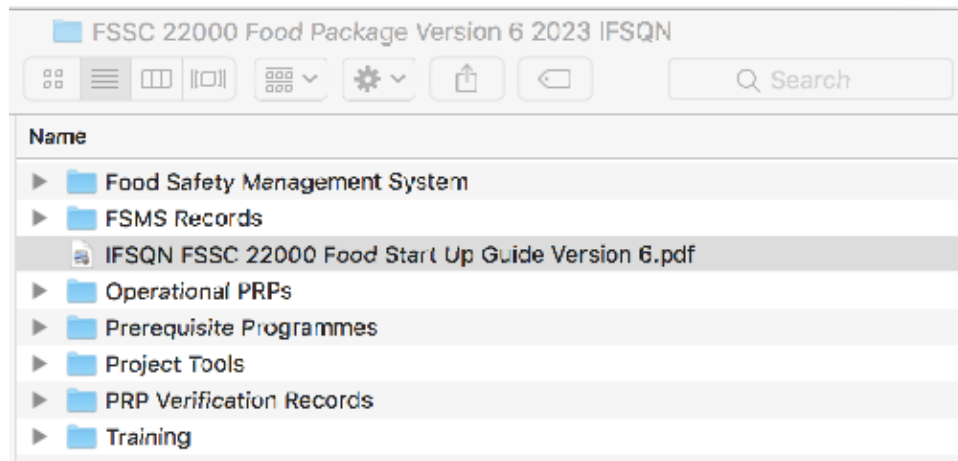## The next folder to open is the FSMS 9.2 Plans & Checklists Folder
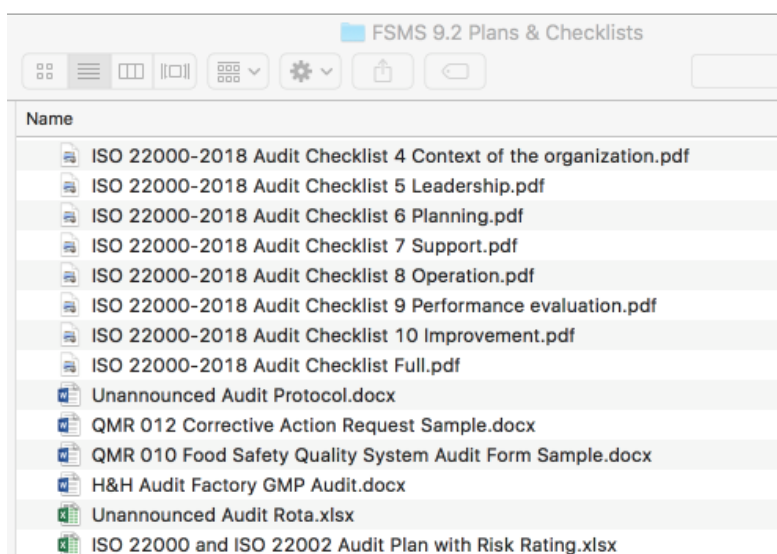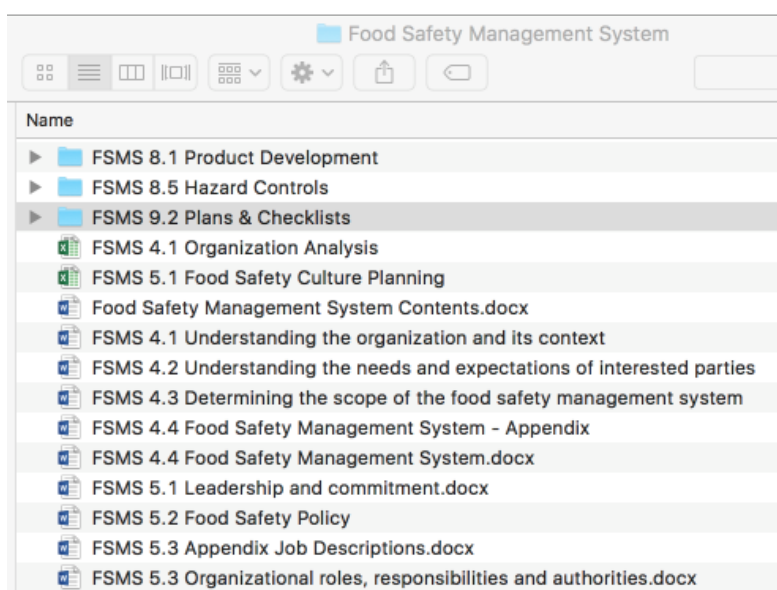
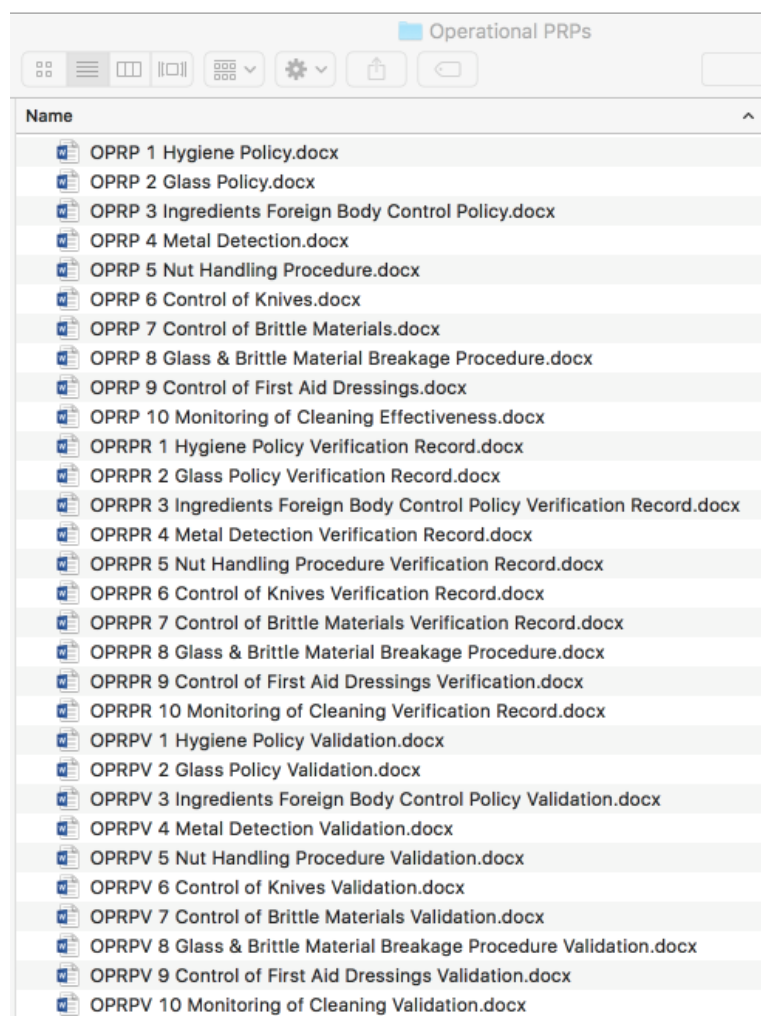## The next folder to open is the PRP Verification Records Folder

There are corresponding Verification Records for the PRPs.

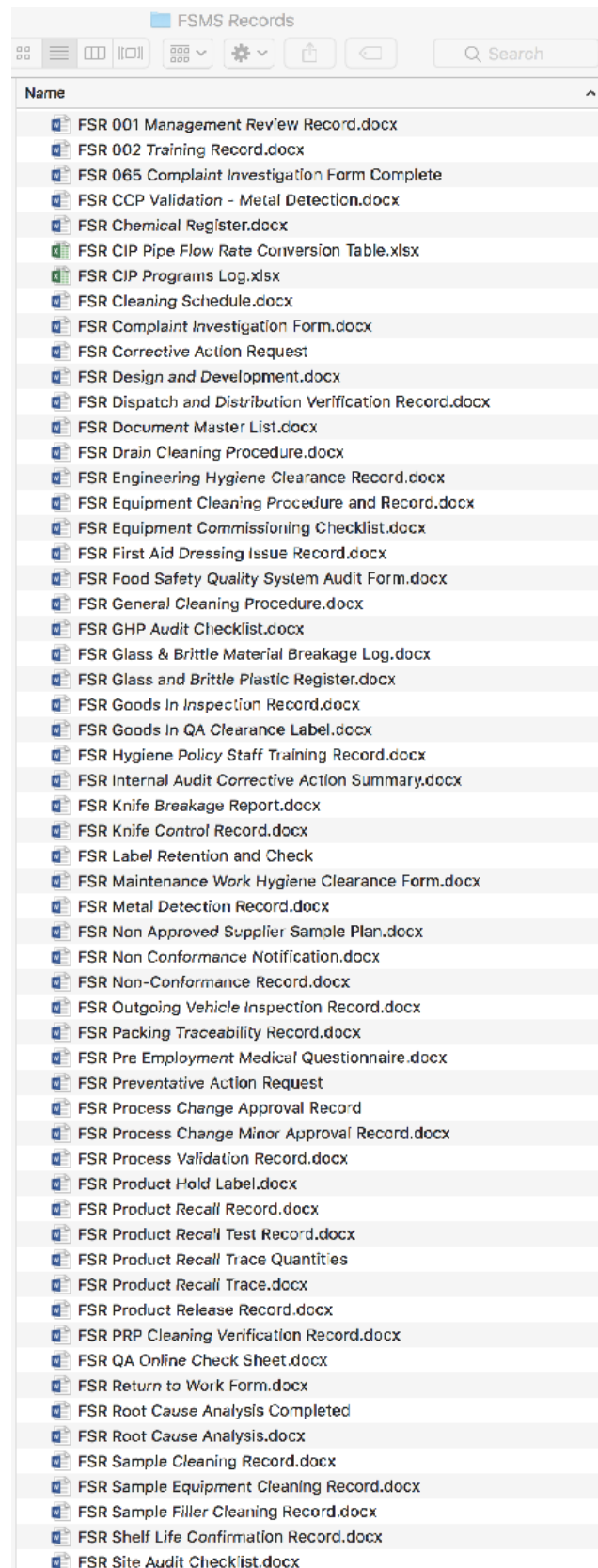## The next folder to open is the Operational PRPs Folder

Here you will find Sample Operational PRPs, Validation & Verification Records

The next folder to open is the FSMS Records Folder

There is a comprehensive range of easy to use food safety record templates:

The next folder to open is the Training Folder


Sample training matrix templates are provided.

Good Hygienic Practices/Prerequisite Programmes Training

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 following training presentations first:

Updated in consideration of CODEX Recommended International Code of Practice General Principles of Food Hygiene 2022 Edition
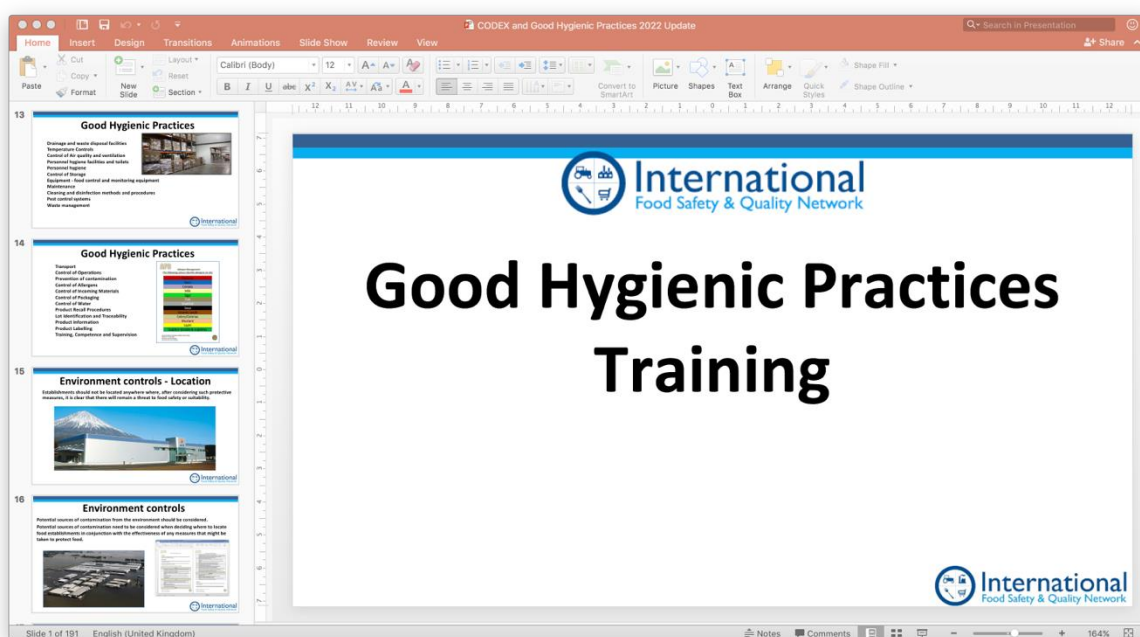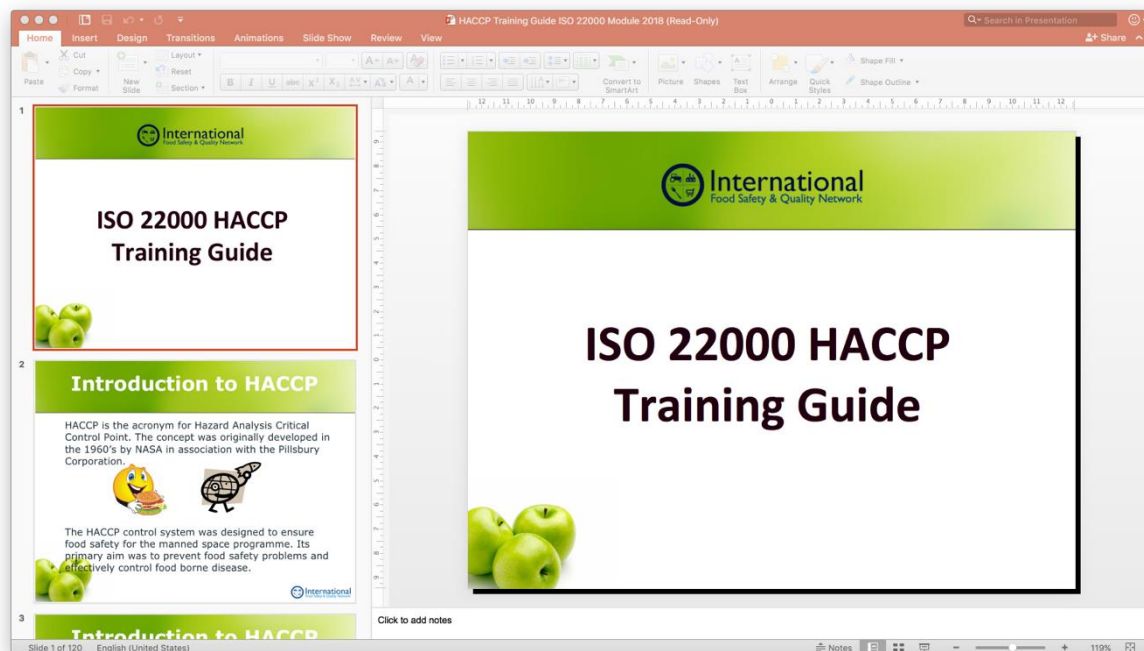

Prerequisite Programmes (As per ISO 22002-1) Training
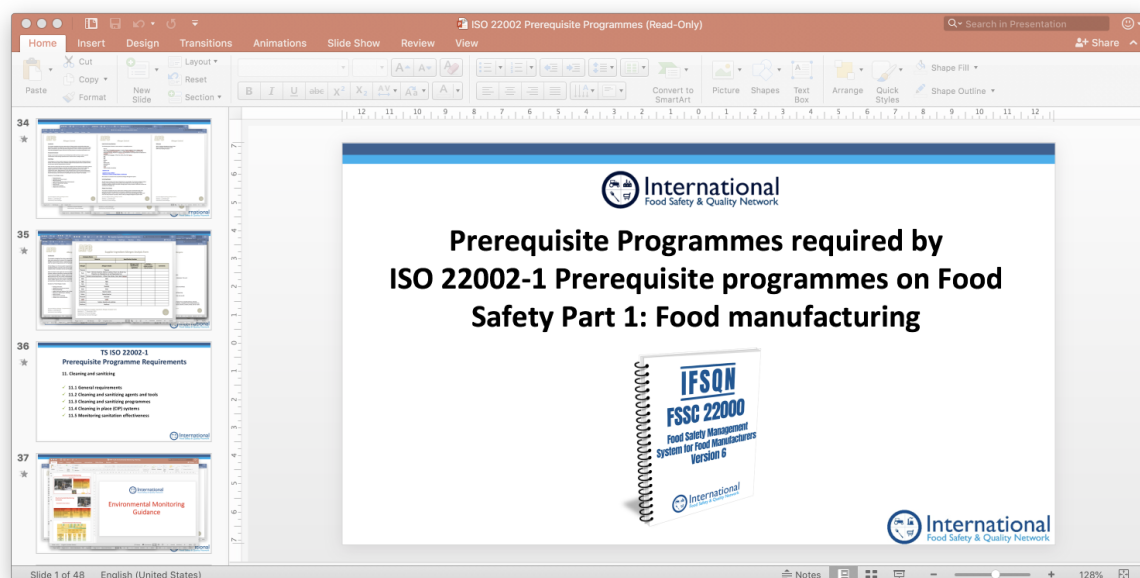
HACCP Training Guide ISO 22000:2018 Version

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

FSSC 22000 Additional Requirements Version 6

A PowerPoint explanation of the FSSC 22000 Additional Requirements Version 6 requirements for certification and how the documents supplied comply with these additional requirements.
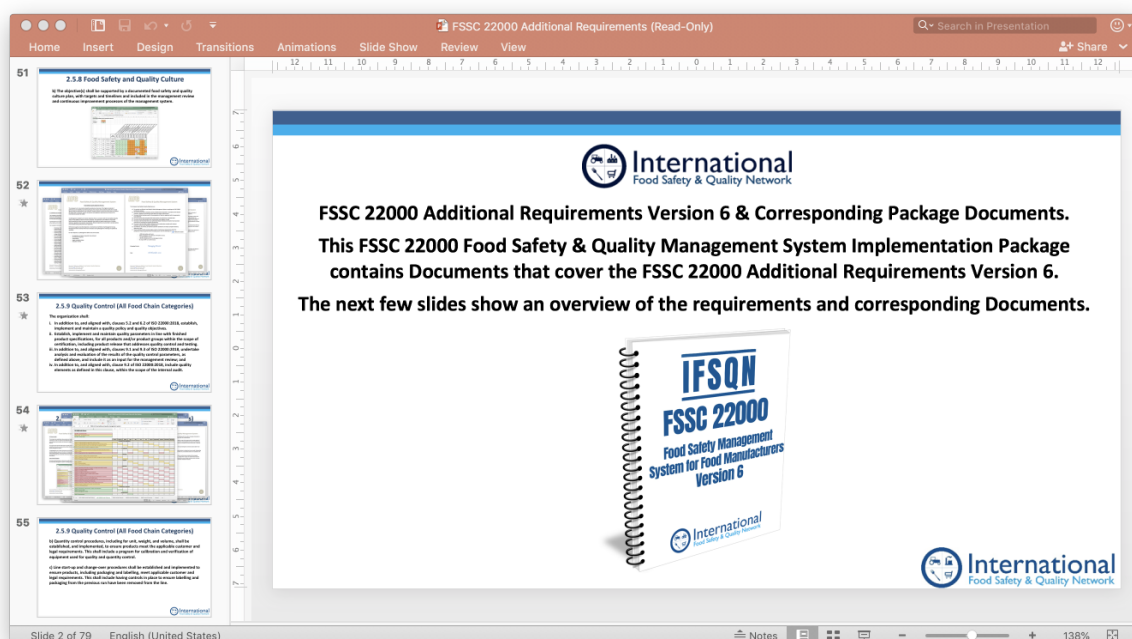
Free online support via e-mail

Finally, remember that we provide online support and expertise to guide you in developing your FSSC 22000 Food Safety Management System.

Contact us if you require assistance in any of these stages, support is included free of charge with our implementation packages

Click here to order the IFSQN FSSC 22000 Version 6 Certification Package Now