Save 1,000's of hours writing your own documents by purchasing our new FSSC Development Program Food Safety Management System Implementation Package Package.

The Package provides any small business with key core food safety system documents, prerequisite programs, a HACCP manual and helps them on the way to FSSC 22000 certification.
The IFSQN FSSC Development Program Food Safety Management System Implementation Package has been designed to cover the elements prescribed in the FSSC Development Program* which provides an independent Codex-based Program for third party assessment. The Program is aligned with the Codex Recommended International Code of Practice General Principles of Food Hygiene (CAC/RCP 1-1969, Rev. 4-2003) and the Global Food Safety Initiative (GFSI) Global Markets Program; is based on elements of ISO 22000 and the ISO/TS 22002-1 requirements and provides a pathway to achieving full FSSC22000 certification.

*The FSSC Development Program follows a stepwise approach, however it also allows organizations to remain at Level 1 meeting the food safety requirements aligned with the GFSI Global Markets Program Basic Level supplemented by Codex HACCP. The Level 2 requirements are in accordance with the GFSI Global Markets Program Foundation Level. Source: [www.FSSC22000.com](http://www.FSSC22000.com)

The package gives organizations a head start in developing their system and preparing for certification by enabling them to put in place procedures compliant with the FSSC Development Program:

**Fundamental Food Safety Procedures** - A set of top level food safety management system documents are included

**Prerequisite Programs** - A set of Fundamental Prerequisite Program Procedures are included

**A HACCP based System** – Two tiers of HACCP documents are provided:
- HACCP System Basic for Level 1 compliance
- HACCP System Advanced for Level 2 compliance
There is also guidance on how to manage and implement a HACCP system and determine critical control points (CCPs)

**Food Safety Records** - A set of sample food safety management system records are included

As a bonus the Package is also backed up by expert support which is available to provide assistance in developing the system.

The Food Safety Management System documents are in Microsoft Word English (US) format, so easily adapted to suit any small business.
Food Safety Management System Procedures are pre-fixed FSF, aligned with the FSSC Development Program requirements and are as follows:

FSF 1.1 Management Commitment
FSF 1.1 Appendix Food Safety Policy
FSF 1.1 Appendix Food Safety Objectives
FSF 1.2 Management Responsibility
FSF 1.2 Appendix Organizational Chart
FSF 1.2 Appendix Sample Job Descriptions
FSF 1.3 Management Support
FSF 1.3 Appendix Training Matrix
FSF 1.5 Communication
FSF 1.6A Specified Requirements
FSF 1.6A Appendix Sample Material Specification
FSF 1.6A Specified Requirements Appendix Material Acceptance Record
FSF 1.6B Specifications
FSF 1.6B Appendix Sample Specification
FSF 1.6C Product Release
FSF 1.7 General Documentation Requirements
FSF 1.7 Document Template Landscape
FSF 1.7 Document Template Portrait
FSF 1.8 Procedures
FSF 1.9 Product Traceability
FSF 1.9 Appendix Product Traceability – Batch Identification
FSF 1.10 Emergency Preparedness and Response
FSF 1.13 Control of Measuring and Monitoring
FSF 1.14 Handling of Potentially Unsafe Products
FSF 1.14 Appendix - Non-Conformance Log
FSF 1.14 Appendix - Non-Conformance Notification
FSF 1.15 Product Withdrawal and Recall
FSF 1.15 Appendix – Recall Template
FSF 1.16 Nonconformity and Corrective Action
FSF 1.16 Appendix - Corrective Action Request
FSF 1.17 Complaint Handling
FSF 1.17 Appendix - Complaint Investigation Form
FSF 1.17 Annual Complaints Analyzer
FSF 1.17 Annual Complaints Analyzer Instruction
### IFSQN FSSC Development Program Food Safety Management System Implementation Package

#### Food Safety Foundations

**Specifications**

**Introduction**

The company has established, documented and implemented procedures to ensure all raw materials and products conform to the agreed specifications in order that the integrity, quality and safety of the end product is not compromised.

**Scope**

Specifications for products must adequately and accurately ensure compliance with relevant safety and legislative requirements. Specifications must be defined in terms of chemical, microbiological or physical attributes which may affect the integrity, quality and safety of final products.

**Food Product Specifications**

Food product specifications are developed and agreed for every product manufactured at site or contract manufactured. The specification details manufacturing instructions to be followed and contains details of materials, labelling and packaging as agreed with the customer.

**The Specification describes:**

- **Product Name:**
- **Customer Code:**
- **Customer Order (if applicable):**
- **Manufacturing Method:**
- **Site Approval Number:**
- **Product unique identifier code:**
- **Applicable legislative requirements:**
- **Quantities:**
- **Detailed information:**
- **Packaging details:**
- **Specific gauge requirements including colour and content:**
- **onental codes:**
- **Batch number:**
- **Packaging storage and handling conditions:**
- **Physical and Sensory criteria:**
- **Specific usage instructions (such as cooking instructions if applicable):**
- **Use by:**
- **Process safety requirements and acceptable criteria:**
- **Delivery arrangements:**

#### Food Safety Foundations

**Specifications**

**Manufacturing:**

**Process Description**

A whole milk stirred fresh with a creamy milk berry-flavoured

**Organosol:**

Milk

**Flavour:**

Sweet cream fresh milk berry-flavoured with a slight earth note.

**Ingredients:**

Boiled Water, Whole Milk Powder, Sugar, Blueberries (7.0%), Raspberry (5.5%), Lemon Peel (0.2%), Star Anise (0.1%), vanilla (0.03%), salt, sunflower lecithin, emulsifier, fruit fibre, calcium phosphate, lecithin (vegetable origin), artificial colour (E171), artificial fruit and berry essence, thickeners, emulsifiers, gums, stabilisers, antioxidant (ascorbic acid), aroma, preservative (sodium benzoate), natural vanilla.

**Processing, Manufacturing and Packaging Parameters**

1. **Mix and standardise the base**
   - **Time:** 30-35 minutes
   - **Temperature:** 24-28°C
2. **Homogenise**
   - **Pressure:** 230 Bar
3. **Pasteurise**
   - **Temperature:** 85°C - 90°C for 30 min
4. **Cool down and insulation temperature of:**
   - **Temperature:** 4°C (±0.5°C)
5. **Washout**
   - **Time:** pH 4.5 ± 0.5

#### Food Safety Foundations

**Product Traceability**

The company has established, documented and implemented procedures for the traceability of all packaging components and finished products. The procedure defines how materials and products are properly identified and tracked by the Food Safety Management System.

**Procedure**

As per the specification of product traceability is maintained which, in the event of recall on food safety grounds, enables tracking of raw materials back through to developed and finished products and the initial product.

**New materials, ingredients, packaging materials, work in progress, nervous, process inputs and products are clearly identified during all stages of receipt, production, change and disposal. New materials and packaging are identified by a unique material number and batch code. Work in progress is identifiable by its unique batch code and batch code. For transferability the unique product expiry code must be known.**

The traceability will provide details on all packs of the product from raw material received through to filling time. This traceability ensures that each product backtracing product back through to finished product can be traced back to the source material.

No batch number is received from the supplier or batch numbers tracked. The batch number is entered from the raw material and packaging material and the finished product. A batch number ensures that all finished products are accurately tracked.

All finished products are identified by their batch number, expiry code and batch code. In addition, there is identification of any additional production, inputs or services related to food safety. Procedures are in place of product return and changeover during processing in order to ensure that the correct product is being sent to the customer and that the component is correctly identified and approved by the customer.

**Product checks are carried out at regular intervals during the production run, following packaging checks and prior to dispatch. These checks include:**

- **Check of all packs:**
- **Check of materials and packaging materials:**
- **Check of materials and packaging materials:**
- **Check of materials and packaging materials:**
- **Check of materials and packaging materials:**

**The effectiveness of the product trace system is reviewed on a regular basis as part of the product recall and withdrawal review. These exercises are conducted as relevant to the product and the functions associated with them.**

[Document Reference: Food Safety & Quality Network]
The Prerequisite Programs are pre-fixed PRP, aligned with the FSSC Development Program requirements and are as follows:

PRP 2.1 Construction and Layout of Buildings
PRP 2.2 Premises and Workspace
PRP 2.3 Utilities
PRP 2.4 Waste Management
PRP 2.5A Equipment
PRP 2.5B Maintenance
PRP 2.6 Purchasing
PRP 2.6 Appendix Purchasing Assessment Template
PRP 2.7 Preventing Contamination and Cross-Contamination
PRP 2.8 Allergen Management
PRP 2.8 Appendix Allergen Management Tool
PRP 2.9 Cleaning and Sanitizing
PRP 2.9 Appendix Cleaning Procedure
PRP 2.9 Appendix Cleaning Schedule
PRP 2.10 Pest Control
PRP 2.11A Personal Hygiene
PRP 2.11B Personnel Facilities
PRP 2.12 Product Rework
PRP 2.14 Warehousing
PRP 2.15 Product Labelling
PRP 2.16 Food Defense
PRP 2.16 Threat Assessment & Plan
PRP 2.17 Product Analysis
A PowerPoint GMP Audit Training Guide Presentation is included.
IFSQN FSSC Development Program Food Safety Management System Implementation Package

HACCP System Advanced - Documents

HACCP 0 HACCP System Overview
HACCP Prelim 1 HACCP Team
HACCP Prelim 2 Product Descriptions & Scope
HACCP Prelim 3 Intended Use
HACCP Prelim 4 Flow Diagrams
HACCP Prelim 4 Appendix 1 Flow Diagram
HACCP Prelim 5 Flow Diagram Verification
HACCP Principle 1 Hazard Analysis
HACCP Principle 2 Determine CCPs & OPRPs
HACCP Principle 3 Establishing Critical Limits and Action Criterion
HACCP Principle 4 Establishing Monitoring Systems for CCPs & OPRPs
HACCP Principle 5 Establishing a Corrective Action Plan
HACCP Principle 6 Establishing Verification Procedures
HACCP Principle 7 Establishing HACCP Documents and Records

Also includes document samples, HACCP Tool ISO 22000, HACCP Tool Instructions and HACCP Training Guide ISO 22000 Module 2018.

HACCP System Basic - Documents

HACCP 0 HACCP System
HACCP 1 Hazard Assessment

Also includes document samples and HACCP Training Guide.
IFSQN FSSC Development Program Food Safety Management System Implementation Package

Food Safety Foundations

HACCP System Overview

Introduction

All products and processes used in the manufacture of food products are subject to hazard analysis based on the Codex Alimentarius HACCP principles.

HACCP Application

Food safety plans are prepared in accordance with the twelve steps identified in the Codex Alimentarius Commission GUIDELINES FOR THE APPLICATION OF THE HACCP SYSTEM CAC/RCP 1-1969, Rev. 4-2003:

1. Assemble HACCP team
2. Describe product
3. Identify intended use
4. Construct flow diagram
5. On-site confirmation of flow diagram
6. List all potential hazards associated with each step, conduct a hazard analysis, and consider any measures to control identified hazards [SEE PRINCIPLE 1]
7. Determine Critical Control Points [SEE PRINCIPLE 2]
8. Establish critical limits for each CCP [SEE PRINCIPLE 3]
9. Establish a monitoring system for each CCP [SEE PRINCIPLE 4]
10. Establish corrective actions [SEE PRINCIPLE 5]
11. Establish verification procedures [SEE PRINCIPLE 6]
12. Establish Documentation and Record Keeping [SEE PRINCIPLE 7]

This document describes an overview of the HACCP System and references the relevant documents in the HACCP manual which describes the methods and means by which the site controls and assures food safety of the products or product groups.

Food Safety Team

A core multi-disciplinary team is utilized within the company to develop the Food Safety Management System and Food Safety Plans. This team includes site personnel with technical, production, and engineering knowledge of the relevant products and associated processes. The team is supplemented by departmental staff who can contribute expert knowledge of their particular areas.

Document Reference HACCP System Overview
Revision 0 22nd June 2020
Owned by: Site Manager
Authorized By: Owner
HACCP Training Guides

A PowerPoint HACCP Training Guide Presentations are included with the HACCP Manual.
A set of 40 sample record templates:

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**Technical Support**

As a bonus the Package is also backed up by expert support which is available to provide assistance in developing the system.

**Start-Up Guide**

A Start-Up Guide is also included to help you navigate the contents of the package.

[Click here to order the IFSQN FSSC Development Program Food Safety Management System Implementation Package]