



This is an ideal package for Food Manufacturers looking to achieve certification to the internationally recognized standard ISO 22000:2018 for Food Safety Management Systems.

The IFSQN ISO 22000 2018 Implementation Package includes:

- ✓ Food Safety Management System Procedures & Records
- ✓ Prerequisite Programmes Manual
- ✓ HACCP Manual including the ISO 22000 HACCP Calculator
- ✓ Laboratory Quality Manual
- ✓ A set of PowerPoint Training Presentations covering ISO 22000, GMPs, Prerequisites, HACCP and Internal Audits
- ✓ ISO 22000/22002/CODEX Gap Analysis Checklists
- ✓ New ISO 22000:2018 Implementation Workbook to guide you through the implementation of your ISO 22000:2018 compliant Food Safety Management System
- ✓ Start Up Guide
- ✓ Free online support via e-mail

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[Now](#)

# The IFSQN ISO 22000 Implementation Package

## **Food Safety Management System**

The Food Safety Management System contains comprehensive ISO 22000 documentation package that are ready to edit and implement:

- ✓ Food Safety Manual containing a set comprehensive procedures and record templates
- ✓ HACCP Manual containing the unique ISO 22000 HACCP Calculator
- ✓ Prerequisite Programmes Manual
- ✓ Laboratory manual including sample procedures and records

### **Food Safety Manual**

The Food Safety Manual contains comprehensive top level procedures templates that match the clauses of the ISO 22000:2018 standard and form the foundations of your Food Safety Management System so you don't have to spend 1,000's of hours writing compliant procedures.

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

<b>ISO 22000 Food Safety Management System</b>	
<b>4 Context of the organization</b>	
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
<b>5 Leadership</b>	
FSMS 5.1	Leadership and commitment
FSMS 5.2	Policy
FSMS 5.3	Organizational roles, responsibilities and authorities
<b>6 Planning</b>	

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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	
<b>7 Support</b>	
FSMS 7 Support	7.1 Resources
	7.1.1 General
	7.1.2 People
	7.1.3 Infrastructure
	7.1.4 Work environment
	7.1.5 Externally developed elements of the food safety management system
	7.1.6 Control of externally provided processes, products or services
	7.2 Competence
	7.3 Awareness
FSMS 7.4 Communication	7.4.1 General
	7.4.2 External communication
	7.4.3 Internal communication
FSMS 7.5 Documented information	7.5.1 General
	7.5.2 Creating and updating
	7.5.3 Control of documented information
<b>8 Operation</b>	
FSMS 8.1 Operational planning and control	
FSMS 8.2 Prerequisite programmes (PRPs)	
FSMS 8.3 Traceability system	
FSMS 8.4 Emergency preparedness and response	
<b>8.5 Hazard control</b>	
FSMS 8.5.1 Preliminary steps to enable hazard analysis	8.5.1.1 General
	8.5.1.2 Characteristics of raw materials, ingredients and product contact

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	materials
	8.5.1.3 Characteristics of end products
	8.5.1.4 Intended use
	8.5.1.5 Flow diagrams and description of processes
	8.5.1.5.1 Preparation of the flow diagrams
	8.5.1.5.2 On-site confirmation of flow diagrams
	8.5.1.5.3 Description of processes and process environment
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	
FSMS 8.5.4 Hazard control plan (HACCP/OPRP plan)	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 8.6 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

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	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	
<b>9 Performance evaluation</b>	
FSMS 9.1 Monitoring, measurement, analysis and evaluation	9.1.1 General
	9.1.2 Analysis and evaluation
FSMS 9.2 Internal audit	
FSMS 9.3 Management review	9.3.1 General
	9.3.2 Management review input
	9.3.3 Management review output
<b>10 Improvement</b>	
FSMS 10 Improvement	10.1 Nonconformity and corrective action
	10.2 Continual improvement
	10.3 Update of the FSMS



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The screenshot displays a Microsoft Word document titled "FSMS 4.4 Food Safety Management System". The document is in the "Home" tab of the ribbon, with the font set to Calibri (Body) size 12. The document content is as follows:

## AFC Food Safety Management System

### 4.4 Food Safety Management System

The company has planned, established, documented and implemented a Food Safety Management System, which is maintained and updated in order to continually improve its effectiveness in accordance with legislation, international standards and best industry practice. The company has planned and developed the processes needed and their interactions that contribute to meeting the defined requirements of the Food Safety Management System and producing safe products.

#### 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.

#### Due diligence

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

#### Food Safety

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

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

#### Communication

The company has established and documented clear levels of communication for suppliers, contractors, customers, food authorities and staff within the Food Safety Management System.

Document Reference FSMS 4.4 Food Safety Management System  
Revision 1 22<sup>nd</sup> June 2018  
Owned by: Technical Manager  
Authorised By: General Manager

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## AFC Food Safety Management System

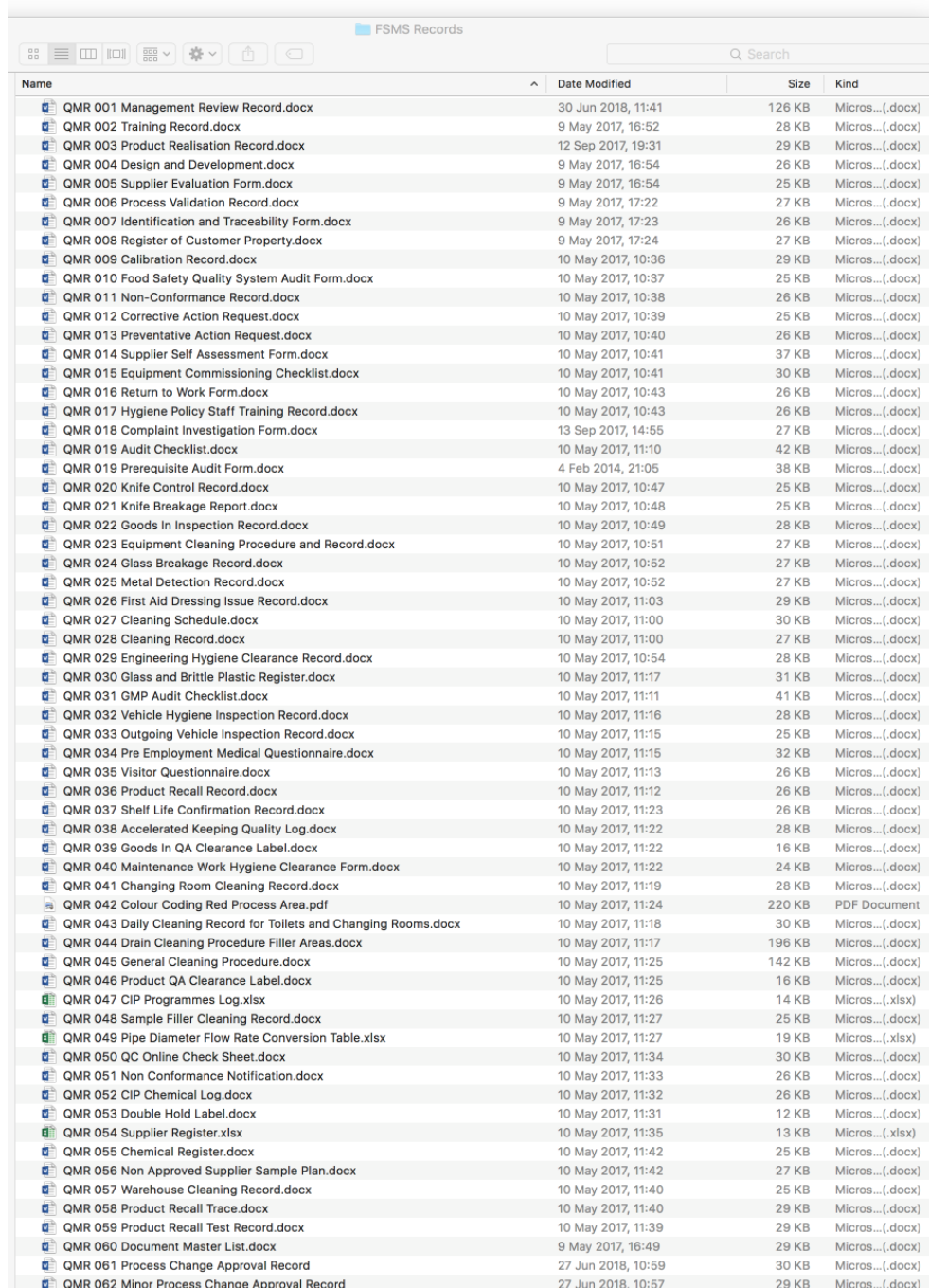
Detailed communication arrangements and food safety communication responsibilities for all levels of management are contained in the Food Safety Manual. The scope of the communication procedures applies to all members of staff, both full time and temporary.

Page 1 of 11 1867 Words English (UK) 100%

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## FSQMS Record Templates

The Food Safety Manual includes the FSMS Records folder with over 60 record templates:



Name	Date Modified	Size	Kind
QMR 001 Management Review Record.docx	30 Jun 2018, 11:41	126 KB	Micros...(docx)
QMR 002 Training Record.docx	9 May 2017, 16:52	28 KB	Micros...(docx)
QMR 003 Product Realisation Record.docx	12 Sep 2017, 19:31	29 KB	Micros...(docx)
QMR 004 Design and Development.docx	9 May 2017, 16:54	26 KB	Micros...(docx)
QMR 005 Supplier Evaluation Form.docx	9 May 2017, 16:54	25 KB	Micros...(docx)
QMR 006 Process Validation Record.docx	9 May 2017, 17:22	27 KB	Micros...(docx)
QMR 007 Identification and Traceability Form.docx	9 May 2017, 17:23	26 KB	Micros...(docx)
QMR 008 Register of Customer Property.docx	9 May 2017, 17:24	27 KB	Micros...(docx)
QMR 009 Calibration Record.docx	10 May 2017, 10:36	29 KB	Micros...(docx)
QMR 010 Food Safety Quality System Audit Form.docx	10 May 2017, 10:37	25 KB	Micros...(docx)
QMR 011 Non-Conformance Record.docx	10 May 2017, 10:38	26 KB	Micros...(docx)
QMR 012 Corrective Action Request.docx	10 May 2017, 10:39	25 KB	Micros...(docx)
QMR 013 Preventative Action Request.docx	10 May 2017, 10:40	26 KB	Micros...(docx)
QMR 014 Supplier Self Assessment Form.docx	10 May 2017, 10:41	37 KB	Micros...(docx)
QMR 015 Equipment Commissioning Checklist.docx	10 May 2017, 10:41	30 KB	Micros...(docx)
QMR 016 Return to Work Form.docx	10 May 2017, 10:43	26 KB	Micros...(docx)
QMR 017 Hygiene Policy Staff Training Record.docx	10 May 2017, 10:43	26 KB	Micros...(docx)
QMR 018 Complaint Investigation Form.docx	13 Sep 2017, 14:55	27 KB	Micros...(docx)
QMR 019 Audit Checklist.docx	10 May 2017, 11:10	42 KB	Micros...(docx)
QMR 019 Prerequisite Audit Form.docx	4 Feb 2014, 21:05	38 KB	Micros...(docx)
QMR 020 Knife Control Record.docx	10 May 2017, 10:47	25 KB	Micros...(docx)
QMR 021 Knife Breakage Report.docx	10 May 2017, 10:48	25 KB	Micros...(docx)
QMR 022 Goods In Inspection Record.docx	10 May 2017, 10:49	28 KB	Micros...(docx)
QMR 023 Equipment Cleaning Procedure and Record.docx	10 May 2017, 10:51	27 KB	Micros...(docx)
QMR 024 Glass Breakage Record.docx	10 May 2017, 10:52	27 KB	Micros...(docx)
QMR 025 Metal Detection Record.docx	10 May 2017, 10:52	27 KB	Micros...(docx)
QMR 026 First Aid Dressing Issue Record.docx	10 May 2017, 11:03	29 KB	Micros...(docx)
QMR 027 Cleaning Schedule.docx	10 May 2017, 11:00	30 KB	Micros...(docx)
QMR 028 Cleaning Record.docx	10 May 2017, 11:00	27 KB	Micros...(docx)
QMR 029 Engineering Hygiene Clearance Record.docx	10 May 2017, 10:54	28 KB	Micros...(docx)
QMR 030 Glass and Brittle Plastic Register.docx	10 May 2017, 11:17	31 KB	Micros...(docx)
QMR 031 GMP Audit Checklist.docx	10 May 2017, 11:11	41 KB	Micros...(docx)
QMR 032 Vehicle Hygiene Inspection Record.docx	10 May 2017, 11:16	28 KB	Micros...(docx)
QMR 033 Outgoing Vehicle Inspection Record.docx	10 May 2017, 11:15	25 KB	Micros...(docx)
QMR 034 Pre Employment Medical Questionnaire.docx	10 May 2017, 11:15	32 KB	Micros...(docx)
QMR 035 Visitor Questionnaire.docx	10 May 2017, 11:13	26 KB	Micros...(docx)
QMR 036 Product Recall Record.docx	10 May 2017, 11:12	26 KB	Micros...(docx)
QMR 037 Shelf Life Confirmation Record.docx	10 May 2017, 11:23	26 KB	Micros...(docx)
QMR 038 Accelerated Keeping Quality Log.docx	10 May 2017, 11:22	28 KB	Micros...(docx)
QMR 039 Goods In QA Clearance Label.docx	10 May 2017, 11:22	16 KB	Micros...(docx)
QMR 040 Maintenance Work Hygiene Clearance Form.docx	10 May 2017, 11:22	24 KB	Micros...(docx)
QMR 041 Changing Room Cleaning Record.docx	10 May 2017, 11:19	28 KB	Micros...(docx)
QMR 042 Colour Coding Red Process Area.pdf	10 May 2017, 11:24	220 KB	PDF Document
QMR 043 Daily Cleaning Record for Toilets and Changing Rooms.docx	10 May 2017, 11:18	30 KB	Micros...(docx)
QMR 044 Drain Cleaning Procedure Filler Areas.docx	10 May 2017, 11:17	196 KB	Micros...(docx)
QMR 045 General Cleaning Procedure.docx	10 May 2017, 11:25	142 KB	Micros...(docx)
QMR 046 Product QA Clearance Label.docx	10 May 2017, 11:25	16 KB	Micros...(docx)
QMR 047 CIP Programmes Log.xlsx	10 May 2017, 11:26	14 KB	Micros...(xlsx)
QMR 048 Sample Filler Cleaning Record.docx	10 May 2017, 11:27	25 KB	Micros...(docx)
QMR 049 Pipe Diameter Flow Rate Conversion Table.xlsx	10 May 2017, 11:27	19 KB	Micros...(xlsx)
QMR 050 QC Online Check Sheet.docx	10 May 2017, 11:34	30 KB	Micros...(docx)
QMR 051 Non Conformance Notification.docx	10 May 2017, 11:33	26 KB	Micros...(docx)
QMR 052 CIP Chemical Log.docx	10 May 2017, 11:32	26 KB	Micros...(docx)
QMR 053 Double Hold Label.docx	10 May 2017, 11:31	12 KB	Micros...(docx)
QMR 054 Supplier Register.xlsx	10 May 2017, 11:35	13 KB	Micros...(xlsx)
QMR 055 Chemical Register.docx	10 May 2017, 11:42	25 KB	Micros...(docx)
QMR 056 Non Approved Supplier Sample Plan.docx	10 May 2017, 11:42	27 KB	Micros...(docx)
QMR 057 Warehouse Cleaning Record.docx	10 May 2017, 11:40	25 KB	Micros...(docx)
QMR 058 Product Recall Trace.docx	10 May 2017, 11:40	29 KB	Micros...(docx)
QMR 059 Product Recall Test Record.docx	10 May 2017, 11:39	29 KB	Micros...(docx)
QMR 060 Document Master List.docx	9 May 2017, 16:49	29 KB	Micros...(docx)
QMR 061 Process Change Approval Record	27 Jun 2018, 10:59	30 KB	Micros...(docx)
QMR 062 Minor Process Change Approval Record	27 Jun 2018, 10:57	29 KB	Micros...(docx)



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## ISO 22000 HACCP Manual containing the HACCP Calculator

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

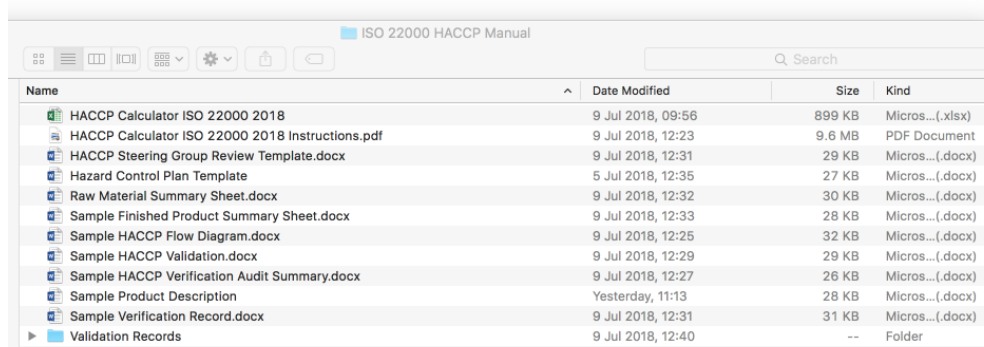
FSMS 8.5.4 Hazard control plan (HACCP/OPRP plan)

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

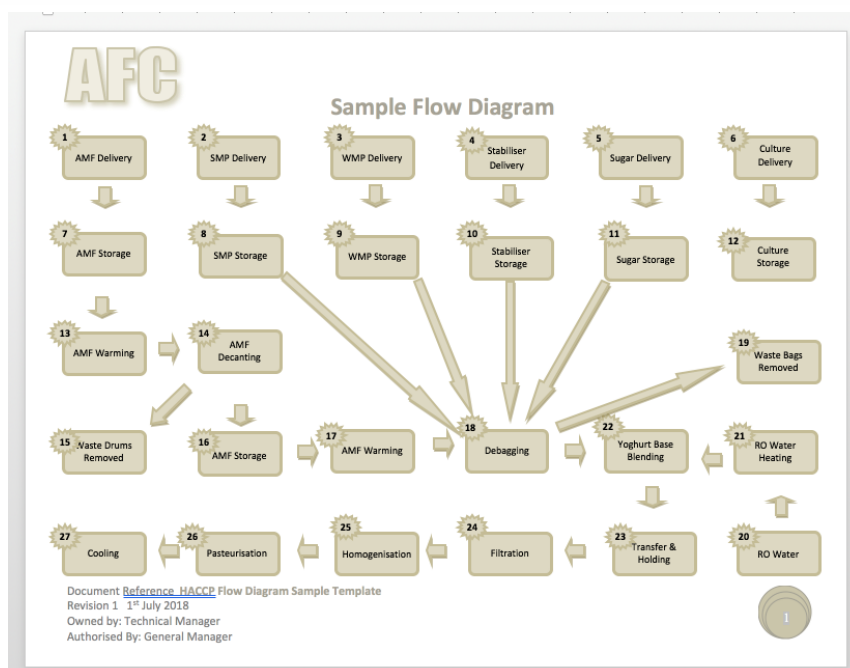
FSMS 8.7 Control of monitoring and measuring

FSMS 8.8 Verification related to PRPs and the hazard control plan

There are also supplementary ISO HACCP Manual documents including the HACCP Calculator ISO 22000 2018 & Instructions:



Name	Date Modified	Size	Kind
HACCP Calculator ISO 22000 2018	9 Jul 2018, 09:56	899 KB	Micros...(xlsx)
HACCP Calculator ISO 22000 2018 Instructions.pdf	9 Jul 2018, 12:23	9.6 MB	PDF Document
HACCP Steering Group Review Template.docx	9 Jul 2018, 12:31	29 KB	Micros...(docx)
Hazard Control Plan Template	5 Jul 2018, 12:35	27 KB	Micros...(docx)
Raw Material Summary Sheet.docx	9 Jul 2018, 12:32	30 KB	Micros...(docx)
Sample Finished Product Summary Sheet.docx	9 Jul 2018, 12:33	28 KB	Micros...(docx)
Sample HACCP Flow Diagram.docx	9 Jul 2018, 12:25	32 KB	Micros...(docx)
Sample HACCP Validation.docx	9 Jul 2018, 12:29	29 KB	Micros...(docx)
Sample HACCP Verification Audit Summary.docx	9 Jul 2018, 12:27	26 KB	Micros...(docx)
Sample Product Description	Yesterday, 11:13	28 KB	Micros...(docx)
Sample Verification Record.docx	9 Jul 2018, 12:31	31 KB	Micros...(docx)
Validation Records	9 Jul 2018, 12:40	--	Folder





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The screenshot displays the HACCP Calculator ISO 22000 2018 spreadsheet. The interface includes a menu bar (File, Insert, Page Layout, Formulas, Data, Review, View), a ribbon with various toolbars, and a main workspace. The workspace is divided into several sections: a header for 'ISO 22000 HAZARD ANALYSIS AND CRITICAL CONTROL POINT CALCULATOR', a table for 'Assessment of Control Measures', and a table for 'Critical Limits'. The 'Assessment of Control Measures' table lists various hazards (e.g., Bacteria, Spores, Toxins) and their associated control measures (e.g., Pasteurization, Supplier Assurance). The 'Critical Limits' table lists critical limits (e.g., 72.7°C x 30 seconds) and monitoring procedures (e.g., Check at Start Up). The spreadsheet is designed to help users identify and control hazards in their food production processes.

The screenshot shows the HACCP Calculator ISO 22000 2018 Instructions.pdf document. The document is titled 'ISO 22000 HACCP Calculator Instruction' and is dated 1 July 2018. It is owned by Technical Manager and authorised by General Manager. The document contains five numbered sections, each with a corresponding screenshot of the HACCP Calculator spreadsheet. Section 1 is the main sheet to work on the Hazard Analysis Calculator. Section 2 is the first sheet to work on is the Process Flow sheet. The document provides detailed instructions on how to use the HACCP Calculator spreadsheet, including how to identify hazards, assess risks, and implement control measures.

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## How does the ISO 22000 HACCP Calculator help?

The ISO 22000 HACCP Calculator assists the Food Safety Team in implementing a Hazard Control System compliant with ISO 22000 Section 8.5 Hazard control from Process Flow Steps to the Hazard Control Plan including:

- ✓ 8.5.2 Hazard analysis
- ✓ 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)
- ✓ 8.5.4 Hazard control plan (HACCP/OPRP Plan)

The ISO 22000 HACCP Calculator provides the Food Safety Team with a system to assess each of the control measures selected and formulating a Hazard Control Plan of Critical Control Points and Operational Prerequisite Programmes as per the new requirements in ISO 22000:2018

The decision-making process and results of the selection and categorization of the control measures is maintained as documented information by the ISO 22000 HACCP Calculator.

HACCP Calculator ISO 22000 2018 Instructions.pdf (page 37 of 47)

**AFC** ISO 22000 HACCP Calculator Instruction

Confirm your decisions if Control Measures are to be implemented as CCPs, OPRPs or PRPs by ticking the appropriate box.

ISO 22000 HACCP Calculator Instruction

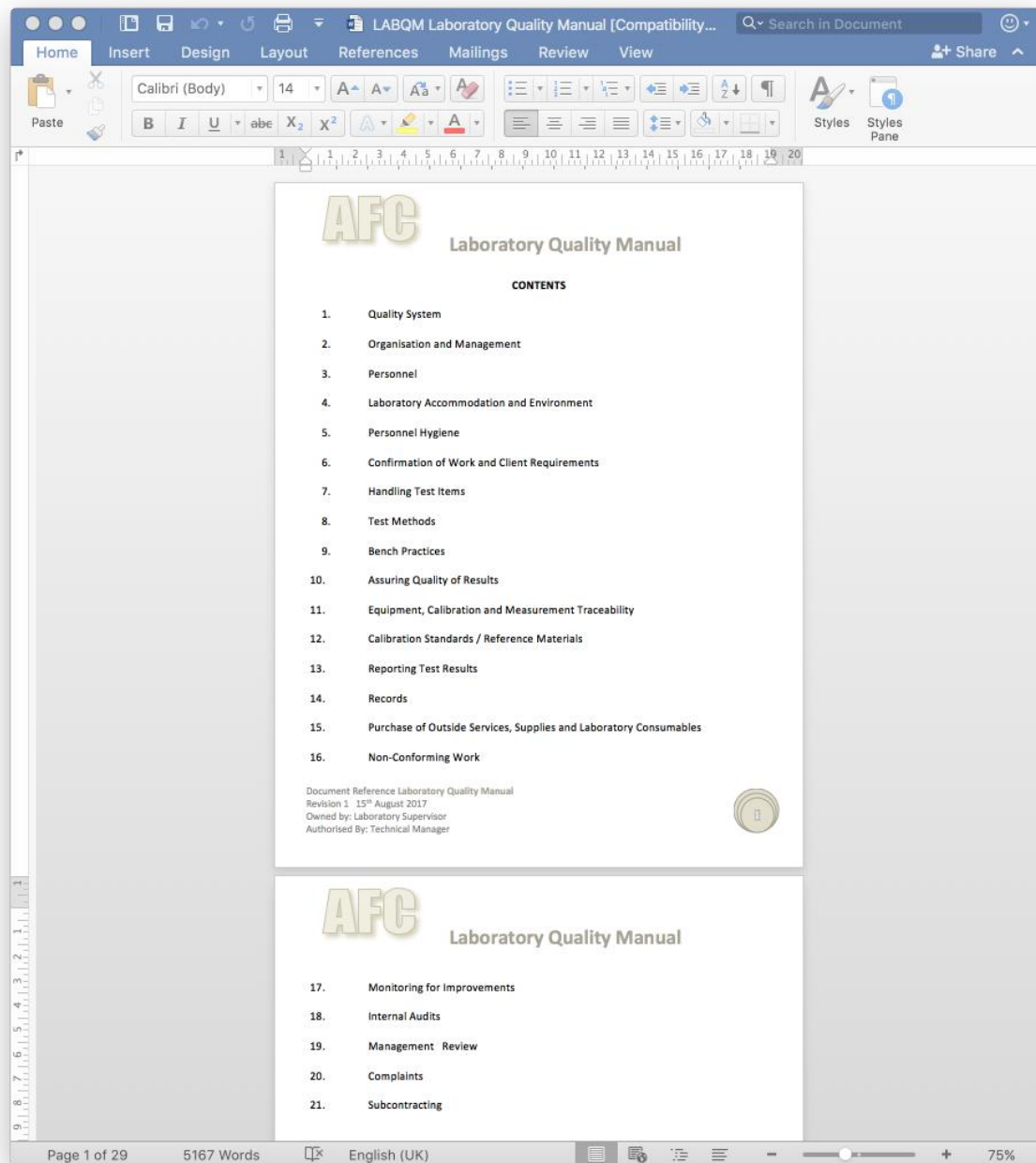
Document Reference ISO 22000 HACCP Calculator Instruction 1  
Revision 1 7th July 2018  
Owned by: Technical Manager  
Authorised By: General Manager

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## Laboratory Quality Manual

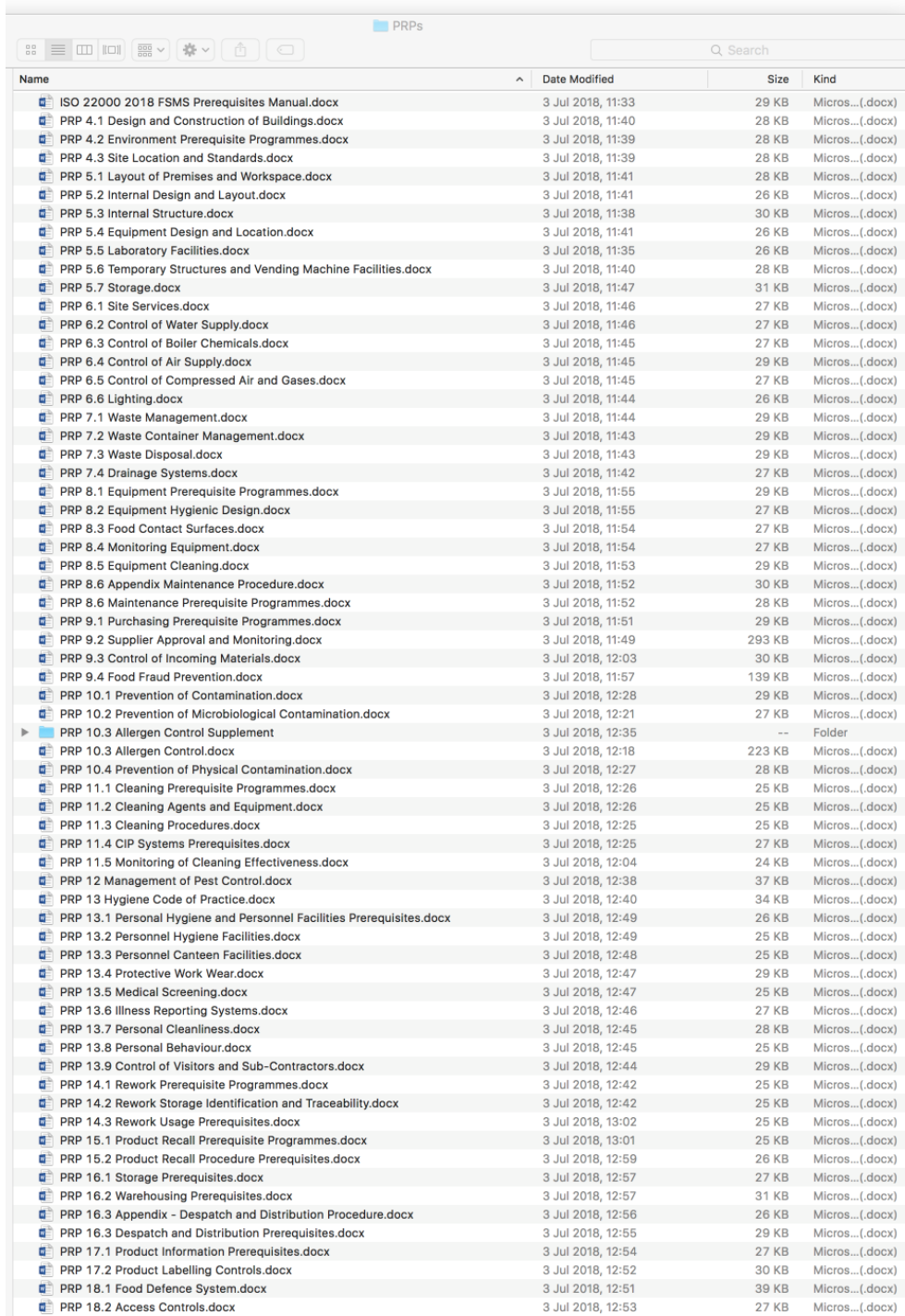
A comprehensive Laboratory Quality Manual based on the requirements of ISO 17025 is provided in Microsoft Word format. The laboratory quality manual includes template records, procedures and product sampling plans.



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## Prerequisite Programmes Manual

A comprehensive set of prerequisite programme templates compliant with TECHNICAL ISO/TS SPECIFICATION 22002-1 Prerequisite programmes on food safety — Part 1: Food manufacturing:



Name	Date Modified	Size	Kind
ISO 22000 2018 FSMS Prerequisites Manual.docx	3 Jul 2018, 11:33	29 KB	Micros...(docx)
PRP 4.1 Design and Construction of Buildings.docx	3 Jul 2018, 11:40	28 KB	Micros...(docx)
PRP 4.2 Environment Prerequisite Programmes.docx	3 Jul 2018, 11:39	28 KB	Micros...(docx)
PRP 4.3 Site Location and Standards.docx	3 Jul 2018, 11:39	28 KB	Micros...(docx)
PRP 5.1 Layout of Premises and Workspace.docx	3 Jul 2018, 11:41	28 KB	Micros...(docx)
PRP 5.2 Internal Design and Layout.docx	3 Jul 2018, 11:41	26 KB	Micros...(docx)
PRP 5.3 Internal Structure.docx	3 Jul 2018, 11:38	30 KB	Micros...(docx)
PRP 5.4 Equipment Design and Location.docx	3 Jul 2018, 11:41	26 KB	Micros...(docx)
PRP 5.5 Laboratory Facilities.docx	3 Jul 2018, 11:35	26 KB	Micros...(docx)
PRP 5.6 Temporary Structures and Vending Machine Facilities.docx	3 Jul 2018, 11:40	28 KB	Micros...(docx)
PRP 5.7 Storage.docx	3 Jul 2018, 11:47	31 KB	Micros...(docx)
PRP 6.1 Site Services.docx	3 Jul 2018, 11:46	27 KB	Micros...(docx)
PRP 6.2 Control of Water Supply.docx	3 Jul 2018, 11:46	27 KB	Micros...(docx)
PRP 6.3 Control of Boiler Chemicals.docx	3 Jul 2018, 11:45	27 KB	Micros...(docx)
PRP 6.4 Control of Air Supply.docx	3 Jul 2018, 11:45	29 KB	Micros...(docx)
PRP 6.5 Control of Compressed Air and Gases.docx	3 Jul 2018, 11:45	27 KB	Micros...(docx)
PRP 6.6 Lighting.docx	3 Jul 2018, 11:44	26 KB	Micros...(docx)
PRP 7.1 Waste Management.docx	3 Jul 2018, 11:44	29 KB	Micros...(docx)
PRP 7.2 Waste Container Management.docx	3 Jul 2018, 11:43	29 KB	Micros...(docx)
PRP 7.3 Waste Disposal.docx	3 Jul 2018, 11:43	29 KB	Micros...(docx)
PRP 7.4 Drainage Systems.docx	3 Jul 2018, 11:42	27 KB	Micros...(docx)
PRP 8.1 Equipment Prerequisite Programmes.docx	3 Jul 2018, 11:55	29 KB	Micros...(docx)
PRP 8.2 Equipment Hygienic Design.docx	3 Jul 2018, 11:55	27 KB	Micros...(docx)
PRP 8.3 Food Contact Surfaces.docx	3 Jul 2018, 11:54	27 KB	Micros...(docx)
PRP 8.4 Monitoring Equipment.docx	3 Jul 2018, 11:54	27 KB	Micros...(docx)
PRP 8.5 Equipment Cleaning.docx	3 Jul 2018, 11:53	29 KB	Micros...(docx)
PRP 8.6 Appendix Maintenance Procedure.docx	3 Jul 2018, 11:52	30 KB	Micros...(docx)
PRP 8.6 Maintenance Prerequisite Programmes.docx	3 Jul 2018, 11:52	28 KB	Micros...(docx)
PRP 9.1 Purchasing Prerequisite Programmes.docx	3 Jul 2018, 11:51	29 KB	Micros...(docx)
PRP 9.2 Supplier Approval and Monitoring.docx	3 Jul 2018, 11:49	293 KB	Micros...(docx)
PRP 9.3 Control of Incoming Materials.docx	3 Jul 2018, 12:03	30 KB	Micros...(docx)
PRP 9.4 Food Fraud Prevention.docx	3 Jul 2018, 11:57	139 KB	Micros...(docx)
PRP 10.1 Prevention of Contamination.docx	3 Jul 2018, 12:28	29 KB	Micros...(docx)
PRP 10.2 Prevention of Microbiological Contamination.docx	3 Jul 2018, 12:21	27 KB	Micros...(docx)
PRP 10.3 Allergen Control Supplement	3 Jul 2018, 12:35	--	Folder
PRP 10.3 Allergen Control.docx	3 Jul 2018, 12:18	223 KB	Micros...(docx)
PRP 10.4 Prevention of Physical Contamination.docx	3 Jul 2018, 12:27	28 KB	Micros...(docx)
PRP 11.1 Cleaning Prerequisite Programmes.docx	3 Jul 2018, 12:26	25 KB	Micros...(docx)
PRP 11.2 Cleaning Agents and Equipment.docx	3 Jul 2018, 12:26	25 KB	Micros...(docx)
PRP 11.3 Cleaning Procedures.docx	3 Jul 2018, 12:25	25 KB	Micros...(docx)
PRP 11.4 CIP Systems Prerequisites.docx	3 Jul 2018, 12:25	27 KB	Micros...(docx)
PRP 11.5 Monitoring of Cleaning Effectiveness.docx	3 Jul 2018, 12:04	24 KB	Micros...(docx)
PRP 12 Management of Pest Control.docx	3 Jul 2018, 12:38	37 KB	Micros...(docx)
PRP 13 Hygiene Code of Practice.docx	3 Jul 2018, 12:40	34 KB	Micros...(docx)
PRP 13.1 Personal Hygiene and Personnel Facilities Prerequisites.docx	3 Jul 2018, 12:49	26 KB	Micros...(docx)
PRP 13.2 Personnel Hygiene Facilities.docx	3 Jul 2018, 12:49	25 KB	Micros...(docx)
PRP 13.3 Personnel Canteen Facilities.docx	3 Jul 2018, 12:48	25 KB	Micros...(docx)
PRP 13.4 Protective Work Wear.docx	3 Jul 2018, 12:47	29 KB	Micros...(docx)
PRP 13.5 Medical Screening.docx	3 Jul 2018, 12:47	25 KB	Micros...(docx)
PRP 13.6 Illness Reporting Systems.docx	3 Jul 2018, 12:46	27 KB	Micros...(docx)
PRP 13.7 Personal Cleanliness.docx	3 Jul 2018, 12:45	28 KB	Micros...(docx)
PRP 13.8 Personal Behaviour.docx	3 Jul 2018, 12:45	25 KB	Micros...(docx)
PRP 13.9 Control of Visitors and Sub-Contractors.docx	3 Jul 2018, 12:44	29 KB	Micros...(docx)
PRP 14.1 Rework Prerequisite Programmes.docx	3 Jul 2018, 12:42	25 KB	Micros...(docx)
PRP 14.2 Rework Storage Identification and Traceability.docx	3 Jul 2018, 12:42	25 KB	Micros...(docx)
PRP 14.3 Rework Usage Prerequisites.docx	3 Jul 2018, 13:02	25 KB	Micros...(docx)
PRP 15.1 Product Recall Prerequisite Programmes.docx	3 Jul 2018, 13:01	25 KB	Micros...(docx)
PRP 15.2 Product Recall Procedure Prerequisites.docx	3 Jul 2018, 12:59	26 KB	Micros...(docx)
PRP 16.1 Storage Prerequisites.docx	3 Jul 2018, 12:57	27 KB	Micros...(docx)
PRP 16.2 Warehousing Prerequisites.docx	3 Jul 2018, 12:57	31 KB	Micros...(docx)
PRP 16.3 Appendix - Despatch and Distribution Procedure.docx	3 Jul 2018, 12:56	26 KB	Micros...(docx)
PRP 16.3 Despatch and Distribution Prerequisites.docx	3 Jul 2018, 12:55	29 KB	Micros...(docx)
PRP 17.1 Product Information Prerequisites.docx	3 Jul 2018, 12:54	27 KB	Micros...(docx)
PRP 17.2 Product Labelling Controls.docx	3 Jul 2018, 12:52	30 KB	Micros...(docx)
PRP 18.1 Food Defence System.docx	3 Jul 2018, 12:51	39 KB	Micros...(docx)
PRP 18.2 Access Controls.docx	3 Jul 2018, 12:53	27 KB	Micros...(docx)



# The IFSQN ISO 22000 Implementation Package

## Training

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

Employee code	Name	Surname	Department	Position	CCP 1	CCP 2	CCP 3	CCP 4	CCP 5	OPRP 1	OPRP 2	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
0001	A	Smith	Production	Production Supervisor	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0002	B	Smith	Production	Filler Operator	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0003	C	Smith	Processing	Process Operator	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0004	D	Smith	Production	Packer Operator	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0005	E	Smith	Warehouse	Loading Operator	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0006	F	Smith	Goods In	Checking Operator	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0007	G	Smith	General	Cleaning Operator	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0008	H	Smith	Dispatch	Dispatch Supervisor	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
0009	I	Smith	Quality	Laboratory Technician	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**AFC**

**Training Record**

Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_

Company Start Date: \_\_\_\_\_ Position: \_\_\_\_\_

Prior External Qualification(s), Skills & Experience:

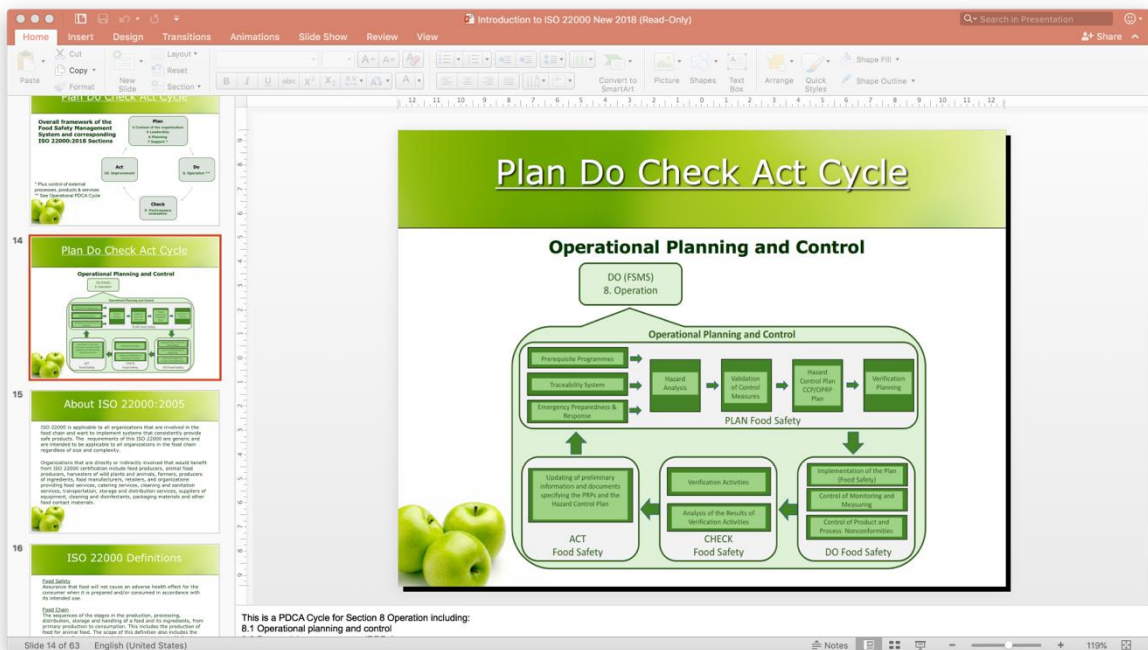
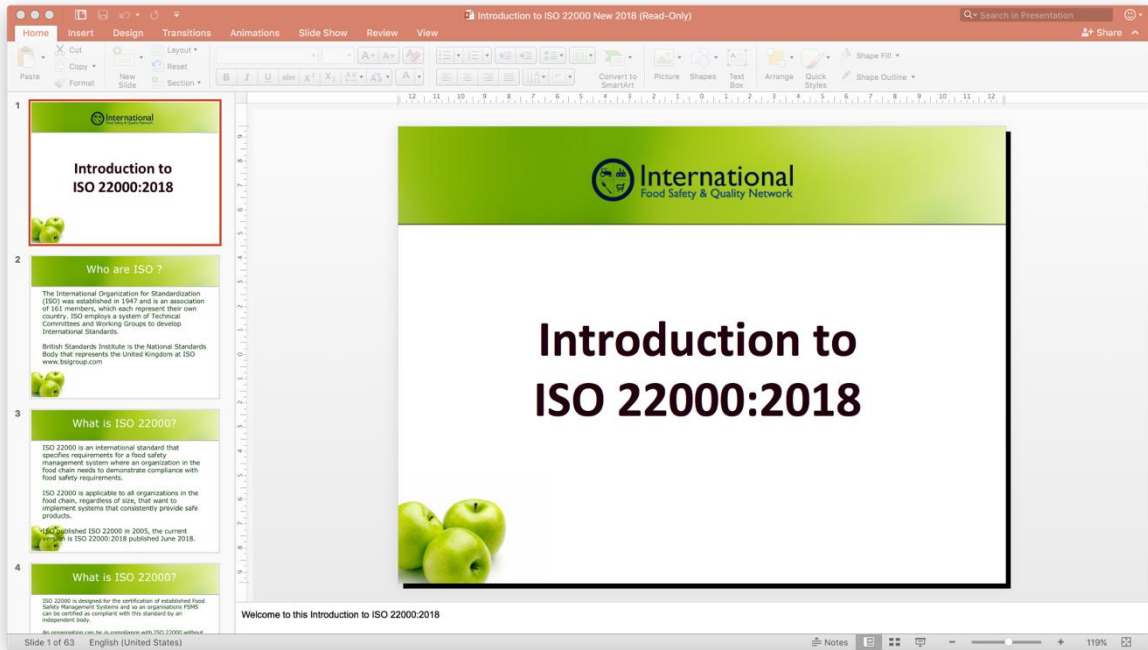
Period Training Required	Details of Internal Training or External Training Course	Dates of Training	Signed (Trainee)	Assessed as Competent Signed (Trainer)
Weeks 1 - 4	Induction			
	Food Safety & Quality Policy Briefing			
	Food Safety & Quality Objectives			
	Health and Safety Procedure			
	Records monitoring and control			
Weeks 5 - 13	Environment and Waste Management			
	Packing Procedure			
	Operating Procedure			
	Coding Procedure			
	Labelling Procedure			

Document Reference Training Record QMR 002  
Revision 1 8<sup>th</sup> May 2017  
Owned by: Technical Manager  
Authorised By: General Manager

# The IFSQN ISO 22000 Implementation Package

## 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 Safety Management System.





# The IFSQN ISO 22000 Implementation Package

## Food Safety Team: ISO 22000 Implementation Guide

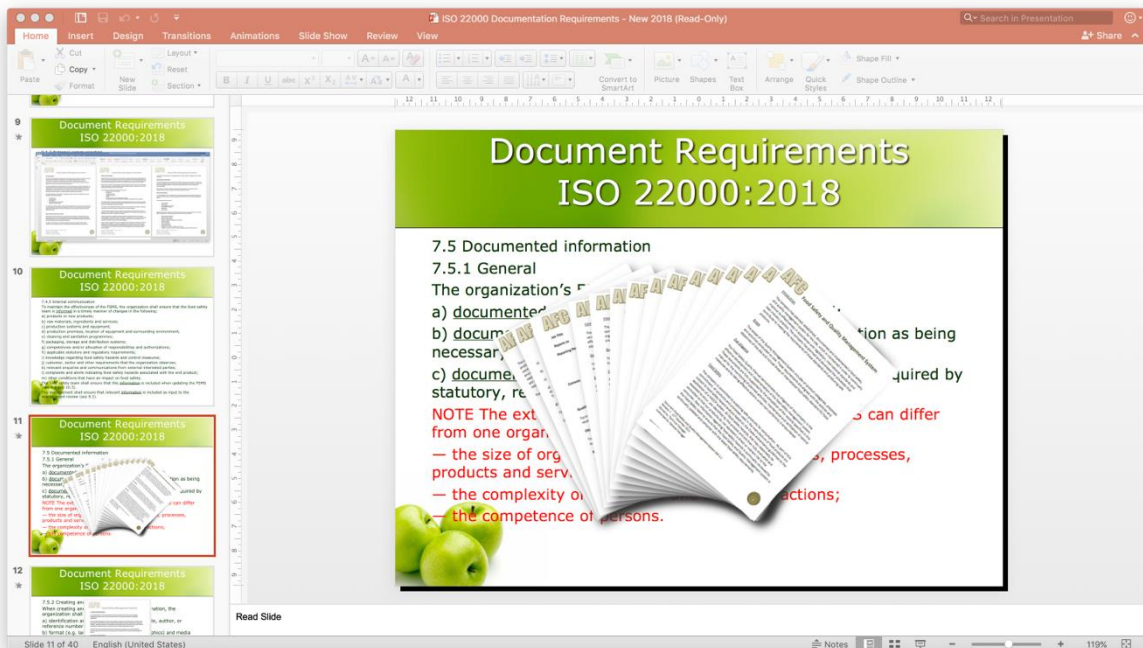
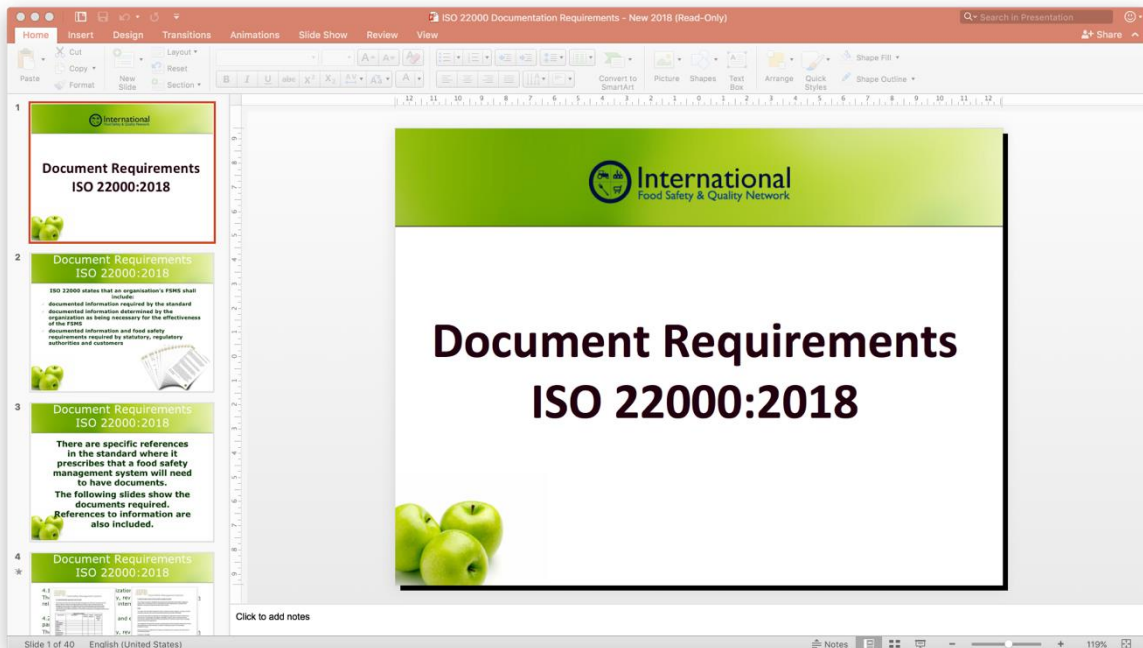
The Food Safety Team: ISO 22000 Implementation Guide PowerPoint presentation supplied with the system explains to the Food Safety Team their role in implementing an ISO 22000:2018 compliant Food Safety Management System.



# The IFSQN ISO 22000 Implementation Package

## ISO 22000 Document Requirement Guide

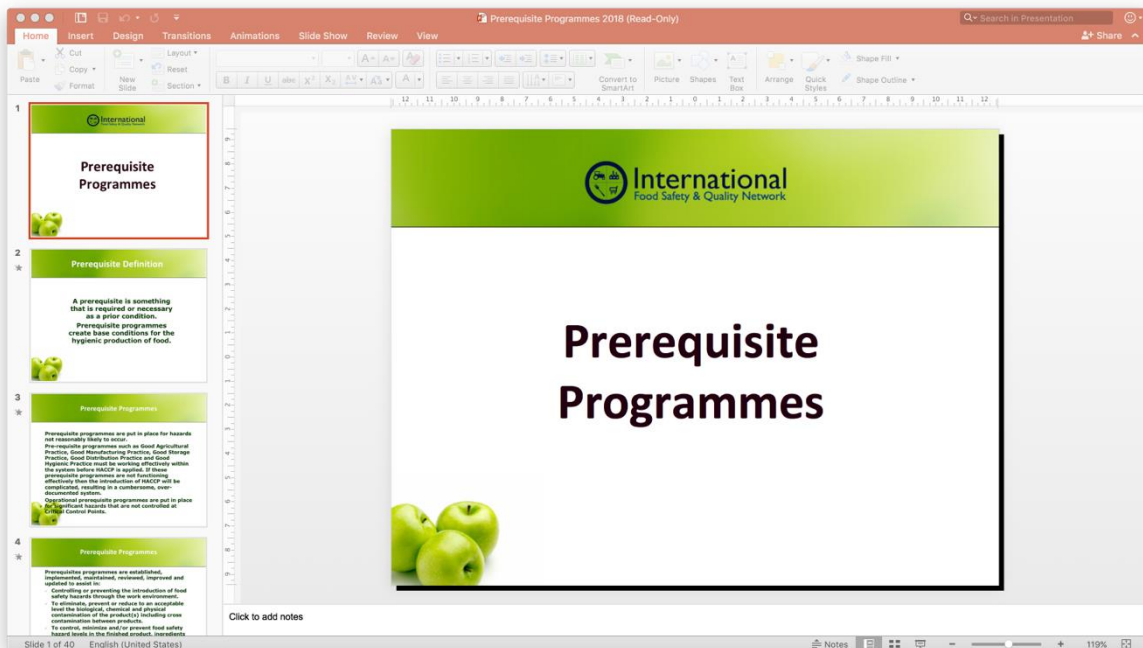
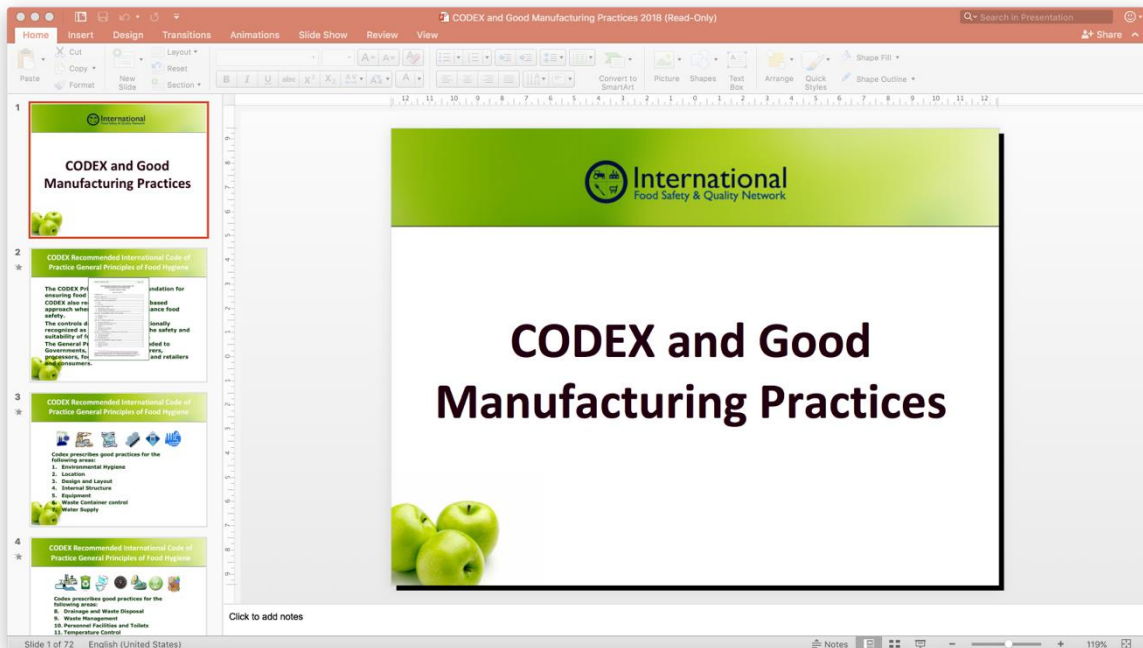
The ISO 22000 Document Requirement Guide PowerPoint presentation supplied explains to the Management Team the documentation required in an ISO 22000 compliant Food Safety Management System.



# The IFSQN ISO 22000 Implementation Package

## Codex GMP & Prerequisite Training

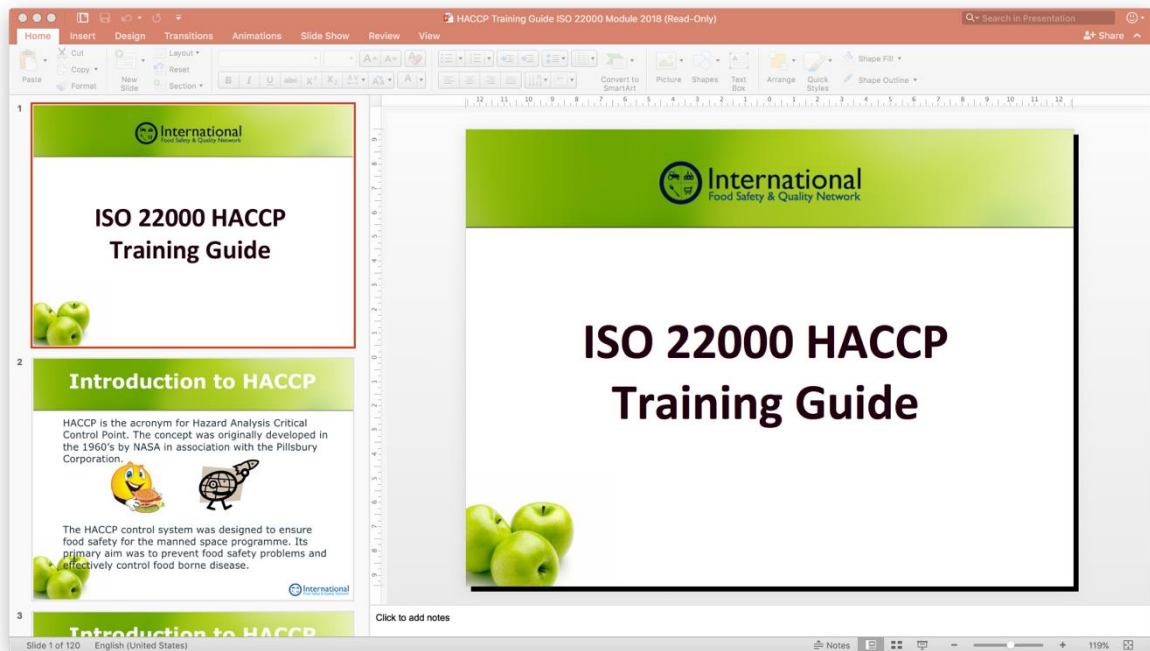
CODEX GMP and ISO 22002 Prerequisites PowerPoint presentations are supplied with the package.



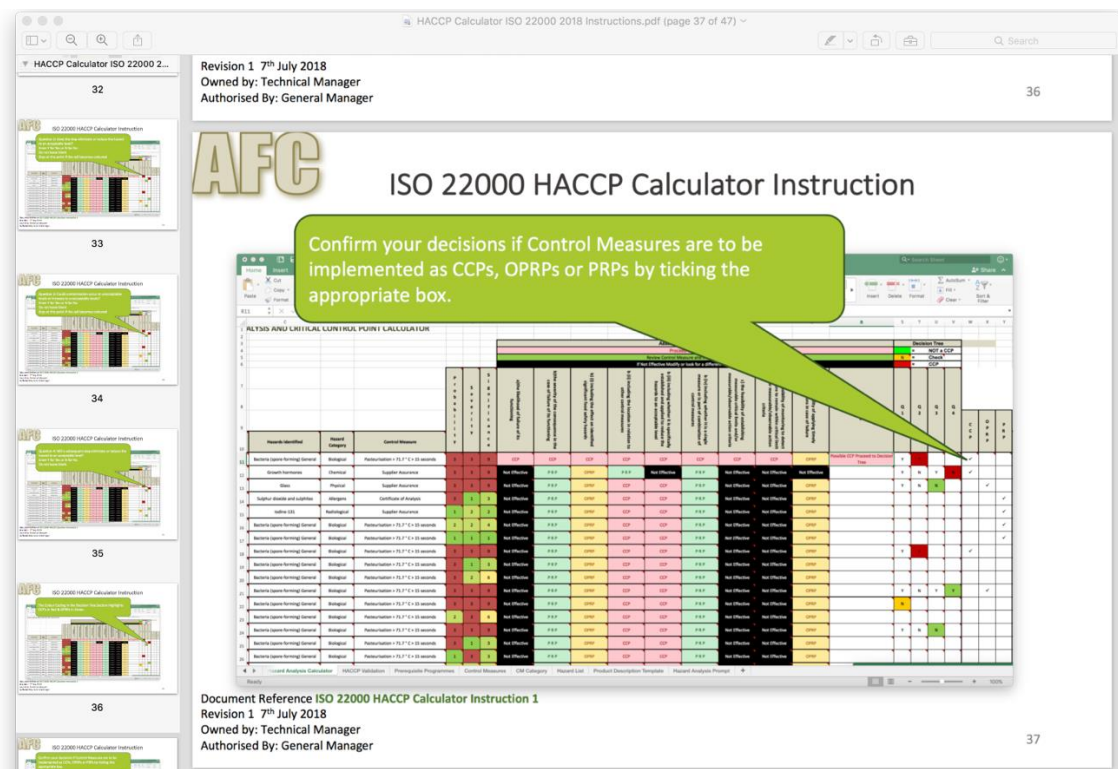
# The IFSQN ISO 22000 Implementation Package

## HACCP Training

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



There is also guidance in HACCP Calculator ISO 22000 2018 Instructions

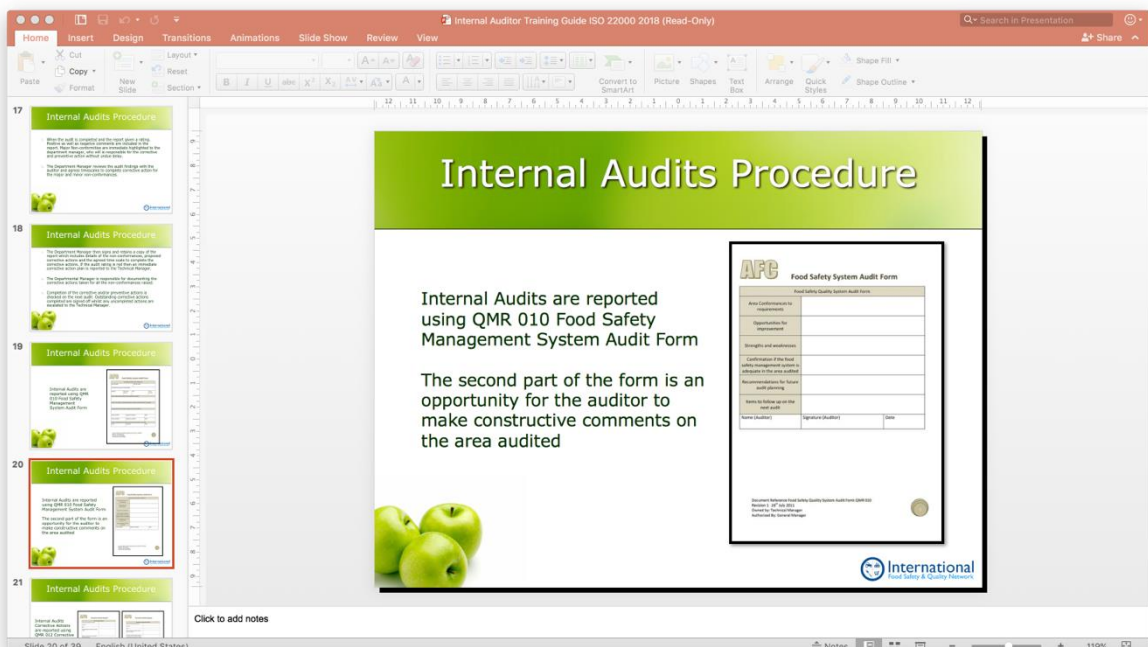




# The IFSQN ISO 22000 Implementation Package

## Internal Auditing & Checklists

A PowerPoint Internal Auditor training presentation is included and can be used to train your Internal Auditors.



# The IFSQN ISO 22000 Implementation Package

## Internal Audit Checklists

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

**AFC**

**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 Audit Plan with Risk Rating

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	ISO 22000 Audit Planner												
2													
3	High Risk - Quarterly Audits												
4	Medium Risk - Six Monthly Audits												
5	Low Risk - Annual Audit												
6													
7		January	February	March	April	May	June	July	August	September	October	November	December
8	4 Context of the organization												
9	FSMS 4.1 Understanding the organization and its context												
10	FSMS 4.2 Understanding the needs and expectations of interested parties												
11	FSMS 4.3 Determining the scope of the food safety management system												
12	FSMS 4.4 Food safety management system												
13	5 Leadership												
14	FSMS 5.1 Leadership and commitment												
15	FSMS 5.2 Policy												
16	FSMS 5.3 Organizational roles, responsibilities and authorities												
17	6 Planning												
18	FSMS 6.1 Actions to address risks and opportunities												
19	FSMS 6.2 Objectives of the food safety management system and planning to achieve												
20	FSMS 6.3 Planning of changes												
21	7 Support												
22	FSMS 7 Support												
23	FSMS 7.4 Communication												
24	FSMS 7.5 Documented information												
25	8 Operation												
26	FSMS 8.1 Operational planning and control												
27	FSMS 8.2 Prerequisite programmes (PRPs)												
28	FSMS 8.3 Traceability system												
29	FSMS 8.4 Emergency preparedness and response												
30	FSMS 8.5.1 Preliminary steps to enable hazard analysis												
31	FSMS 8.5.2 Hazard analysis												
32	FSMS 8.5.3 Validation of control measure(s) and combinations of control												
33	FSMS 8.5.4 Hazard control plan (HACCP/OPRP plan)												
34	FSMS 8.6 Updating the information specifying the PRPs and the hazard control plan												
35	FSMS 8.7 Control of monitoring and measuring												
36	FSMS 8.8 Verification related to PRPs and the hazard control plan												
37	FSMS 8.9 Control of product and process nonconformities												
38	FSMS 8.9.5 Withdrawal/recall												
39	9 Performance evaluation												
40	FSMS 9.1 Monitoring, measurement, analysis and evaluation												
41	FSMS 9.2 Internal audit												
42	FSMS 9.3 Management review												
43	10 Improvement												
44	FSMS 10 Improvement												
45													



# The IFSQN ISO 22000 Implementation Package

## Project Plan

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

Task	Start Date	End Date
1. Top Management: The organisation purchases a copy of the ISO 22000:2018 standard	1 Jan	1 Jan
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.	1 Jan	1 Jan
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.	1 Jan	1 Jan
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.	1 Jan	1 Jan
5. Top Management: Top Management plan how to establish, implement, maintain, update and continually improve a FSMS, including the processes needed and their interactions	1 Jan	1 Jan
6. Top Management: Top Management plan the actions required to demonstrate leadership and commitment with respect to the FSMS	1 Jan	1 Jan
7. Top Management: Top Management establish, implement, communicate and maintain a food safety policy	1 Jan	1 Jan
8. Top Management: Top Management determine and ensure that the responsibilities and authorities for relevant roles are assigned, communicated and understood	1 Jan	1 Jan
9. Top Management: Top Management appoint the Food Safety Team and the Food Safety Team Leader	1 Jan	1 Jan
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	1 Jan	1 Jan
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	1 Jan	1 Jan
12. Top Management: Top Management establish food safety objectives	1 Jan	1 Jan
13. Top Management: Top Management determine and provide the resources needed for the establishment, implementation, maintenance, update and continual improvement of the FSMS.	1 Jan	1 Jan
14. Top Management: Top Management determine and provide the resources needed for the establishment, implementation, maintenance, update and continual improvement of the FSMS.	1 Jan	1 Jan
15. Top Management: Top Management ensure that services necessary to operate and maintain an effective FSMS, including external providers, are competent	1 Jan	1 Jan
16. Top Management: Top Management provide the infrastructure necessary to meet the requirements of the FSMS	1 Jan	1 Jan
17. Top Management: Top Management provide the work environment necessary to meet the requirements of the FSMS	1 Jan	1 Jan
18. Top Management: Top Management determine the internal and external communications	1 Jan	1 Jan
19. Top Management: Top Management establish, implement and maintain an effective internal system for communicating issues having an impact on food safety	1 Jan	1 Jan
20. Top Management: Top Management plan the process needed to meet requirements for the realization of safe products, and to implement the actions	1 Jan	1 Jan
21. Top Management: Top Management determine the documented information necessary for the FSMS and to meet food safety requirements required by statutory, regulatory authorities and customers	1 Jan	1 Jan
22. Top Management: Top Management establish and maintain the documented information necessary for the FSMS process needed to meet requirements for the realization of safe products	1 Jan	1 Jan
23. Top Management: Top Management ensure procedures are in place to respond to potential emergency situations or incidents that can have an impact on food safety	1 Jan	1 Jan
24. Top Management: Procedures for the control of documented information are established, implemented and maintained	1 Jan	1 Jan
25. Top Management: The Management Team - A Traceability system is documented and established	1 Jan	1 Jan

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 22nd June 2018  
Owned by: Production Manager  
Authorised By: Technical Manager

## New Comprehensive ISO 22000:2018 Implementation Workbook



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 IFSQN ISO 22000 Implementation Package

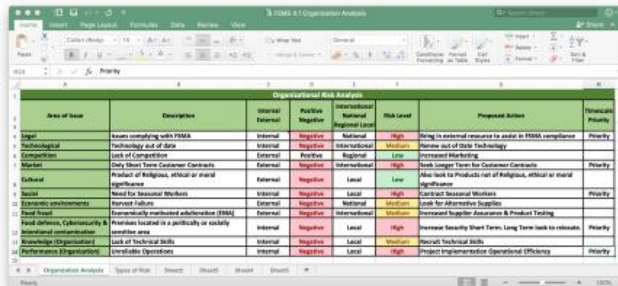
## The workbook includes extensive Top Management and Food Safety Team Implementation Guidance

ISO 22000 Food 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:

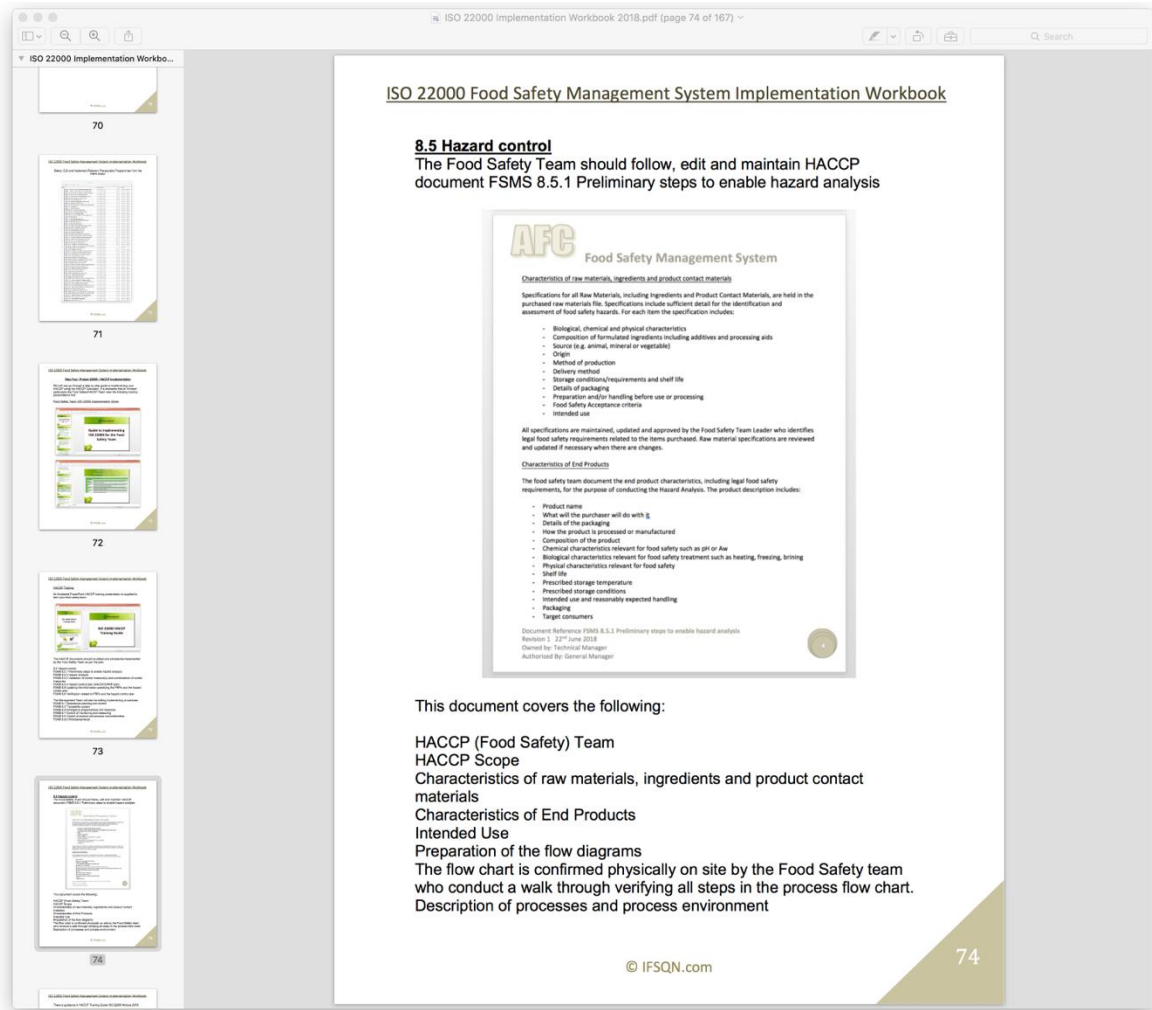


Area of Issue	Description	Organizational Risk Analysis				Proposed Action	Timescale/Priority
		Internal/External	Positive/Negative	International/National/Regional/Local	Risk Level		
Legal	Issues complying with FSMS	Internal	Negative	National	High	Being in external required to abide in FSMS compliance	Priority
Technological	Technology out of date	Internal	Negative	International	Medium	Review out of date Technology	Priority
Competitive	Lack of Competence	External	Positive	Regional	Low	Increased Marketing	Priority
Market	Only Short Term Customer Contracts	External	Negative	International	High	Look longer Term for Customer Contracts	Priority
Cultural	Product of Religious, ethnic or moral significance	Internal	Negative	Local	Low	Also look to Products not of Religious, ethnic or moral significance	Priority
Social	Need for Seasonal Workers	Internal	Negative	Local	High	Contract Seasonal Workers	Priority
Economic Environment	External Inflation	External	Negative	National	Medium	Look for alternative Supplies	Priority
Food Fraud	Externally embedded adulteration (FSMA)	Internal	Negative	International	Medium	Increased Supplier Assurance & Product Testing	Priority
Food defence, Cybersecurity & intentional contamination	Provision located in a politically or socially sensitive area	Internal	Negative	Local	High	Increase Security Short Term, Long Term look to relocate	Priority
Knowledge (Organizational)	Lack of Technical Skills	Internal	Negative	Local	Medium	Recruit Technical Skills	Priority
Performance (Organizational)	Unreliable Operations	Internal	Negative	Local	High	Project Implementation Operational Efficiency	Priority

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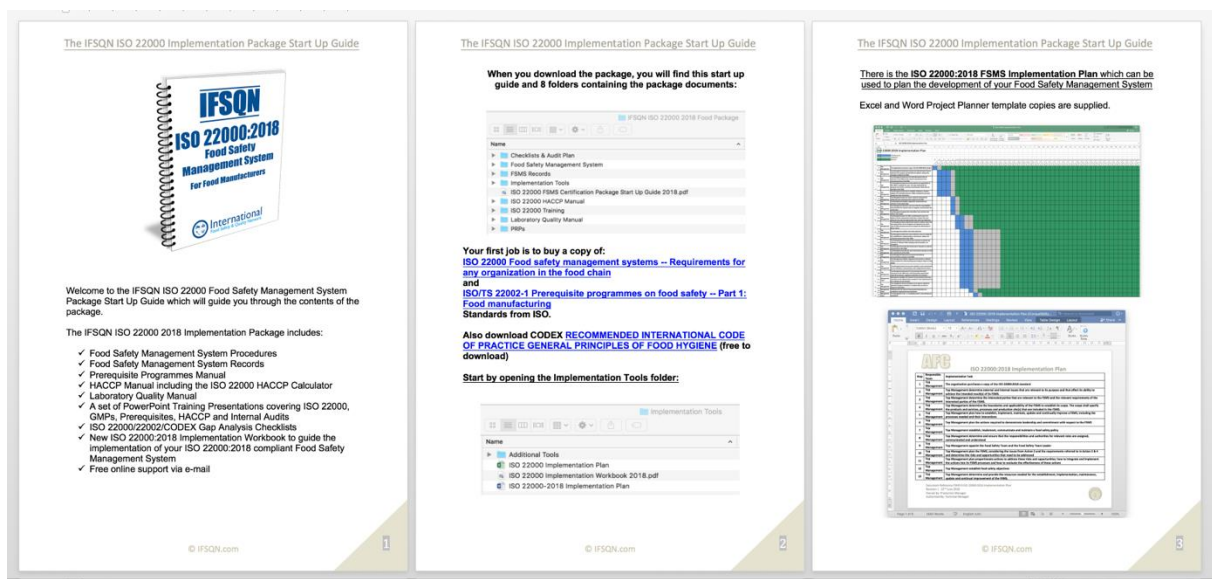
Page 7 of 167 88 of 21728 Words 100%

# The IFSQN ISO 22000 Implementation Package



## ISO 22000 Implementation Package Start Up Guide

We provide a Start Up Guide to help you navigate around the package and get to understand the contents



### **Free online support via e-mail**

We provide online support and expertise to assist you in developing your ISO 22000 Food Safety Management System.  
Support is guaranteed until you achieve certification.

### **Benefits of ISO 22000 Certification**

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

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

“The system includes Food Safety Procedures covering a comprehensive range of prerequisite programmes which enable an organisation to put in place fundamental food safety procedures that are compliant with the ISO 22000:2018 Standard for Food Safety Management Systems. The system also provides guidance on how to manage and implement a HACCP system and develop sound Hazard Control Plans. This process is aided by our implementation training guides and checklists which completely simplify the implementation process.”

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

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