Logo Here

QM 021 Verification and Improvement

Introduction

The company has planned, documented and implemented applicable methods to verify and improve the Food Safety Quality Management System in order to demonstrate compliance with regulatory requirements, industry best practice, company policies, meet company objectives and the requirements of international standards.

Scope

The scope of verification and improvement includes all the products manufactured on site and the activities conducted on site. The company has considered the type, method (including statistical techniques) and extent of these activities necessary to ensure the effectiveness of the food safety quality management system. These methods are as follows:

- Monitoring and Measuring
- Internal Audit
- Evaluation of Verification Results
- Analysis of Results of Verification Activities
- Continual Improvement

Measuring and Monitoring

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

Food Safety Quality Management Measurement and Monitoring Procedures have been established, documented and implemented in three ways:

- HACCP plan requirements
- GMP requirements
- Quality requirements

HACCP plan requirements and GMP requirements are defined in the HACCP manual and individual GMP procedures. The establishment of HACCP plan and GMP control measures, monitoring procedures, critical control points, control limits, corrections and corrective actions are documented in the HACCP Manual.

Logo Here

QM 021 Verification and Improvement

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

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

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

The experience, qualifications and training of authorised personnel engaged in monitoring, measurement or analysis is documented in their personnel and training file. All test results are recorded as evidence of conformity with the appropriate acceptance criteria.

Process characteristics monitored include process and storage temperatures, pressures and cleaning chemical concentrations as listed in the HACCP Plan, GMP(S) and the Product Control Plans.

QM 021 Verification and Improvement

Responsibility

The Technical Manager has overall responsibility for monitoring, measurement and analysis and ensuring that all analyses which are critical to confirm product safety, legality and quality, are carried out using appropriate procedures, facilities and standards without presenting risk to food safety. The Technical Manager is responsible for establishing a team and developing the HACCP Plan, GMP(s) and Product Control plans.

Senior Management are responsible for ensuring the Food Safety Team evaluate the Food Safety Management system at periodic intervals, the results of the evaluation are used as input to management review and that the system is updated as necessary.

The Laboratory Manager is responsible for maintaining internal testing and external analysis schedules.

Production Managers are responsible for release of in-process and finished products.

References

Laboratory Procedures and Records
Product Control Plans
QM 025 Control of Non-Conforming Product

Revision Number	Summary of Changes made from previous revision	Requested By:	Authorised By:
2	Update to meet the requirements of ISO 22000	Technical Manager	Managing Director