

This is an ideal package for Food Manufacturers looking to achieve certification to the new internationally recognized standard ISO 22000:2018 for Food Safety Management Systems or the FSSC 22000 certification scheme version 5.

The package is based on the integration of the ISO 22000:2018 food safety management standard and Technical Specification TS ISO 22002: part 1 Prerequisite Programmes for Food Manufacturers.

This really is our most complete documentation, project implementation and training support system an all in one easy to use package.

Assured 22000 Certification Package

The Assured 22000 Implementation Package includes:

- ✓ Food Safety Management System Procedures
- ✓ Food Safety Management System Records
- ✓ Prerequisite Programmes Manual
- ✓ Operational Prerequisite Programmes Manual
- ✓ HACCP Manual including the ISO 22000 HACCP Calculator
- ✓ 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
- ✓ Allergen Management Module & Risk Assessment Tool
- ✓ Supplier Risk Assessment Tool
- ✓ Product Development Module
- ✓ Complaint Management Guidelines & Analyser
- ✓ Hygiene Inspection Training
- ✓ Verification Schedule Risk Assessment Tool and Template
- ✓ Food Fraud Prevention Procedures and Raw Material Food Fraud Assessment Tool
- ✓ Free online support via e-mail

Assured 22000 Certification Package

Food Safety Management System

The Food Safety Management System contains a comprehensive ISO 22000 & 22002 documentation package that is ready to implement:

- ✓ Food Safety Manual containing a set comprehensive procedures and record templates
- ✓ HACCP Manual containing food safety procedures and our unique HACCP Calculator
- ✓ Prerequisite Programmes Manual
- ✓ Operational Prerequisite Programmes Manual
- ✓ Laboratory manual including sample procedures and records

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.

ISO 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 5.2 Policy
FSMS 5.3 Organizational roles, responsibilities and authorities
6 Planning
FSMS 6.1 Actions to address risks and opportunities

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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
	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
8 Operation	
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	
8.5 Hazard control	
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 materials

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	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	
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	
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 FSMS



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

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.

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FSQMS Record Templates

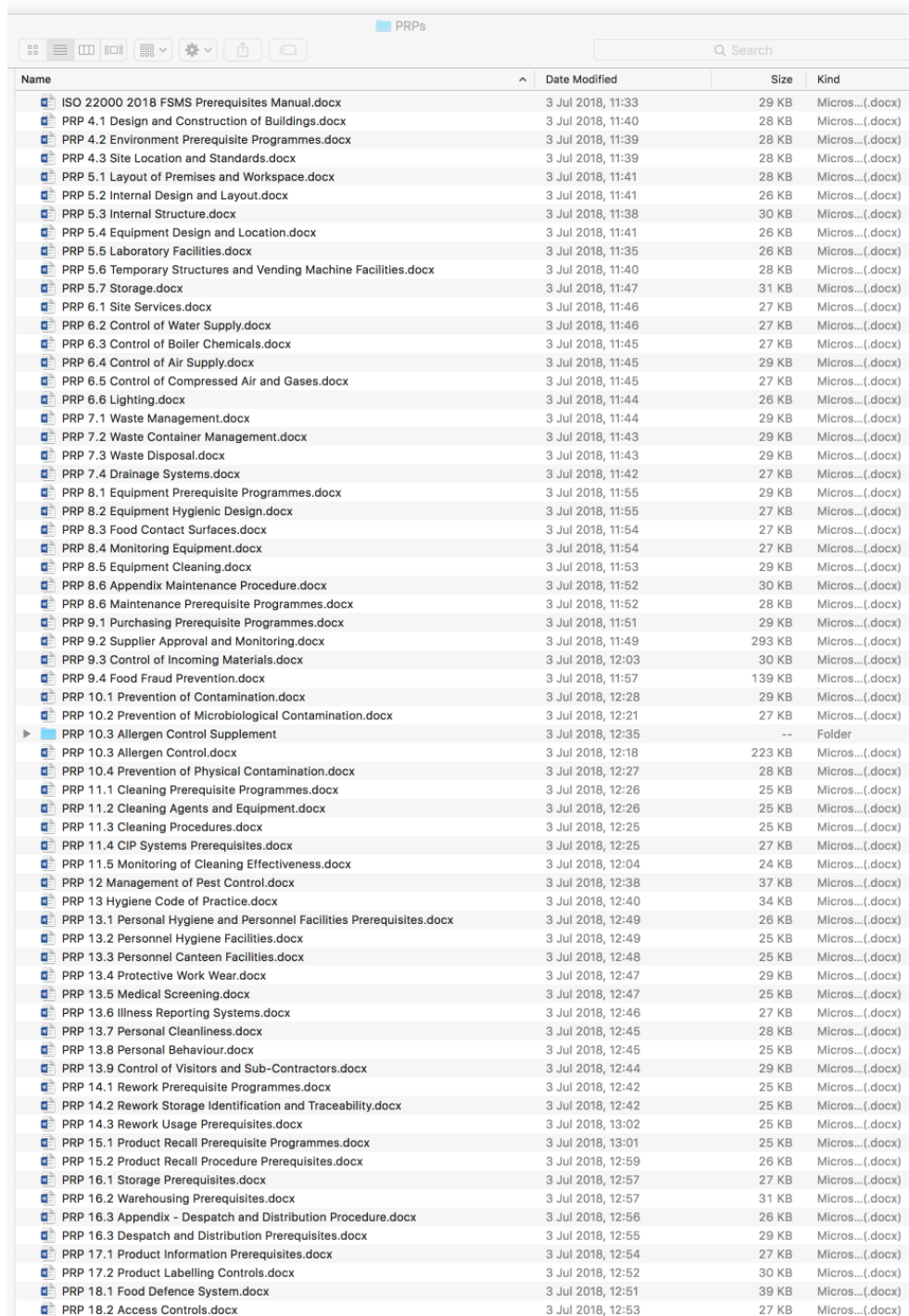
The Food Safety Manual includes the FSMS Records folder with over 60 record templates:

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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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)

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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

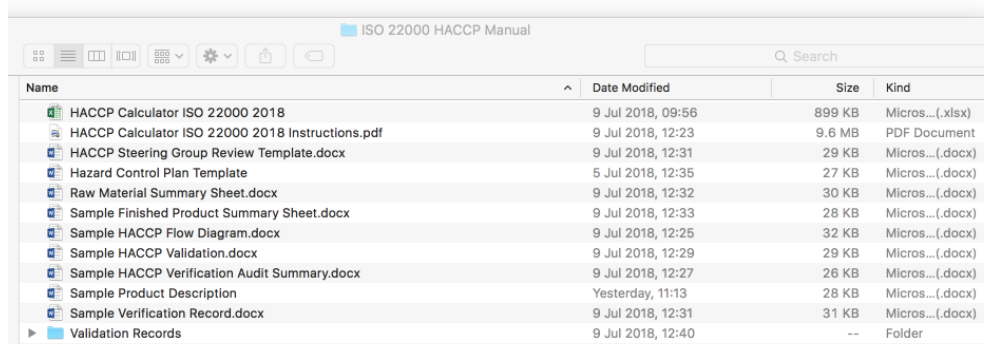
FSMS 8.5.4 Hazard control plan (HACCP/OPRP plan)

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

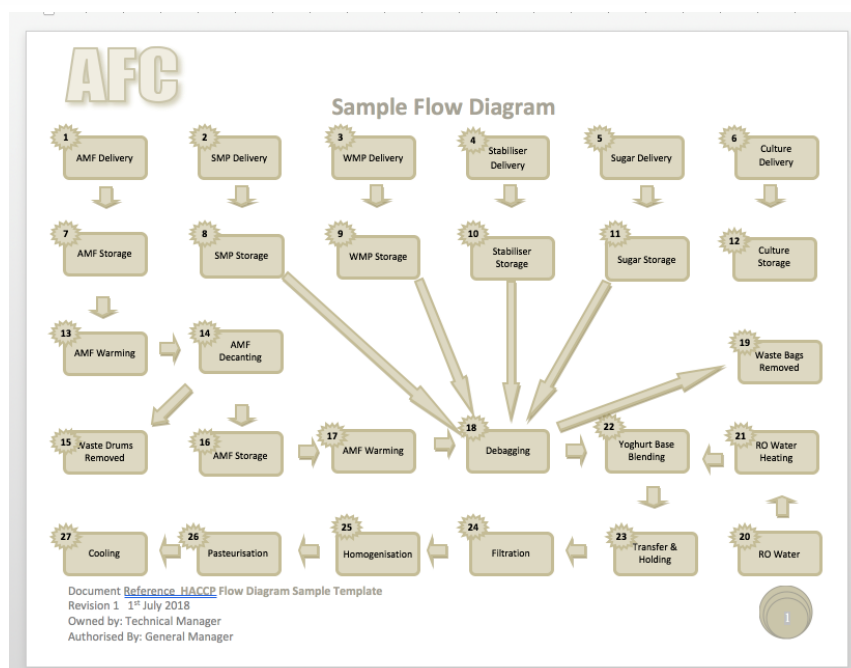
FSMS 8.7 Control of monitoring and measuring

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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Step Number	Step Name	Hazard Identified	Hazard Category	Control Measure	Initial	Residual	Control Measure	Initial	Residual	Control Measure	Initial	Residual	Control Measure	Initial	Residual	Critical Limits	Monitoring Procedures	Corrective & Corrective Action	Responsibility & Authority	HACCP Record
1	AMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Growth hormones	Chemical	Supplier Assurance	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Glass	Physical	Supplier Assurance	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Supplier debris and splatters	Atypical	Certificate of Analysis	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Salmonella	Biological	Supplier Assurance	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
1	AMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
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1	AMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
2	BMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
2	BMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
2	BMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
2	BMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record
2	BMP Delivery	Bacteria (spore-forming) General	Biological	Pasteurisation > 75.7°C x 35 seconds	1	1	1	1	1	1	1	1	1	1	1	> 75.7°C x 35 seconds	Automatic Park, Dwell Check at Start Up	Do not start if Dwell Fails	Production Operator	Production Record

HACCP Calculator ISO 22000 2018 instructions.pdf (page 2 of 47)

AFC ISO 22000 HACCP Calculator Instruction

This is the main sheet to work on the Hazard Analysis Calculator:

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

AFC ISO 22000 HACCP Calculator Instruction

The first sheet to work on is the Process Flow sheet:

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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.

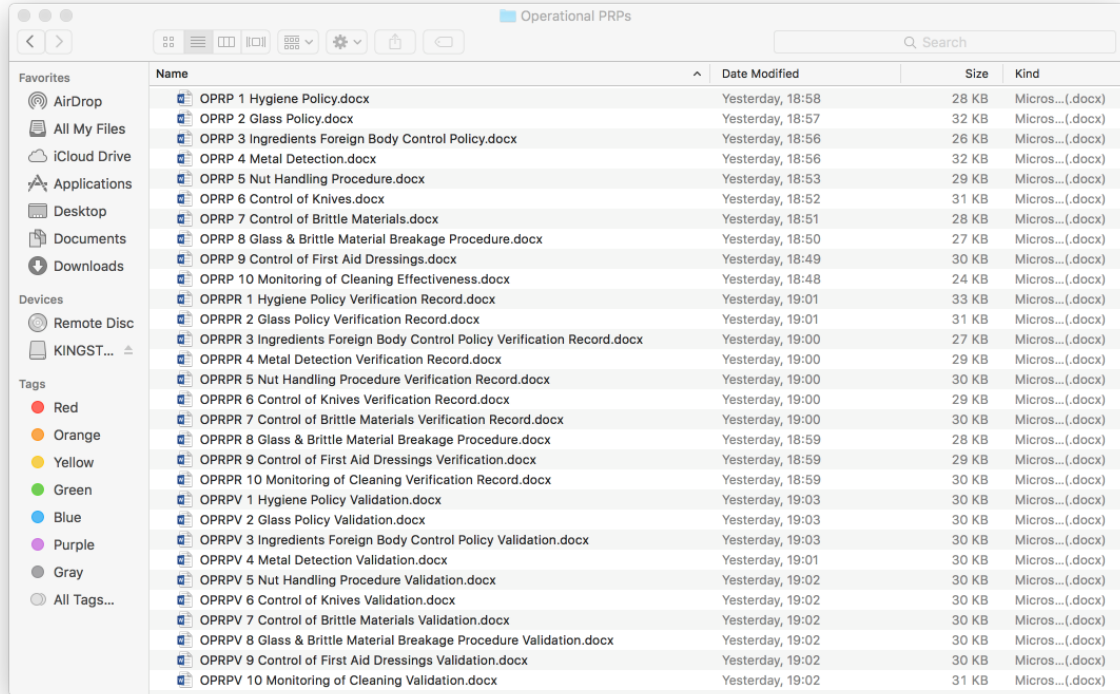
Document Reference ISO 22000 HACCP Calculator Instruction 1
Revision 1 7th July 2018
Owned by: Technical Manager
Authorised By: General Manager


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Operational Prerequisite Programmes Manual

A set of operational prerequisite programme samples with corresponding verification and validation records are provided.






Monitoring of Cleaning Validation

Monitoring of Cleaning Operational PRP Validation

Product Category	Freshly Prepared Sandwiches		
Step Number	7 Assembly		
Hazard	Contamination of food with food poisoning bacteria on dirty equipment		
Control Measure	Positive release of food contact equipment after cleaning by ATP swab		
Validation Methods	Applicable		Comments
	Yes	No	
Third Party Scientific Validation		✓	
Historical Knowledge		✓	
Simulated Production Conditions		✓	
Collection of Data in normal production		✓	
Admissible in industrial practices		✓	
Statistical Programmes		✓	
Mathematical Modelling		✓	
Conclusion			
Internal Validation Required?	✓		
If so by which method?	In house studies have shown that microbiological loading is significantly reduced and the risk of food poisoning bacteria being present controlled by the use of ATP swabs for positive release. Ref. HACCP Project 1 ATP Swabbing 21/12/16.		
OPRP Confirmed	✓		
Authorised by(Name):			
Signature:			

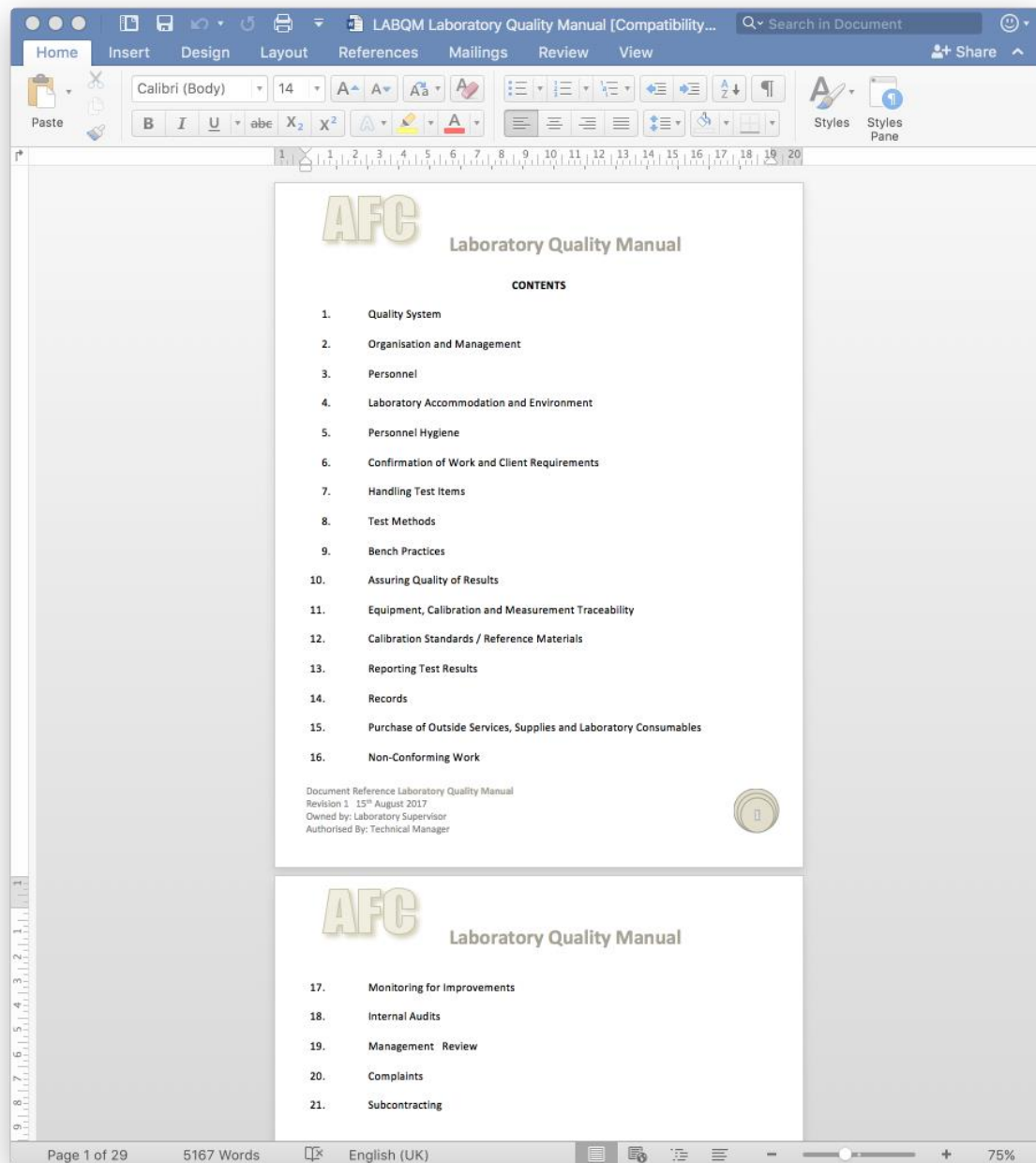
Document Reference OPRPV 10 Monitoring of Cleaning Validation
Revision 1 15th July 2018
Owned by: Technical Manager
Authorised By: General Manager



Assured 22000 Certification Package

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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Training

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

The screenshot shows an Excel spreadsheet with the following structure:

- Columns:**
 - Employee code
 - Name
 - Surname
 - Department
 - Position
 - CCP 1 to CCP 5 (CCP Procedural Training)
 - OPRP 1 to OPRP 2 (OPRP)
 - PRP 1 to PRP 16 (Prerequisite Training)
- Rows:**
 - 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
- Legend:**
 - Training Required: Orange cell
 - Training Not Required: Green cell with a red 'X'
 - Training Completed: Green cell with a checkmark

The AFC Training Record form contains the following sections:

- Header:** AFC Training Record
- Form Fields:**
 - Name: _____ Employee Number: _____
 - Company Start Date: _____ Position: _____
 - Prior External Qualification(s), Skills & Experience: _____
- Table:**

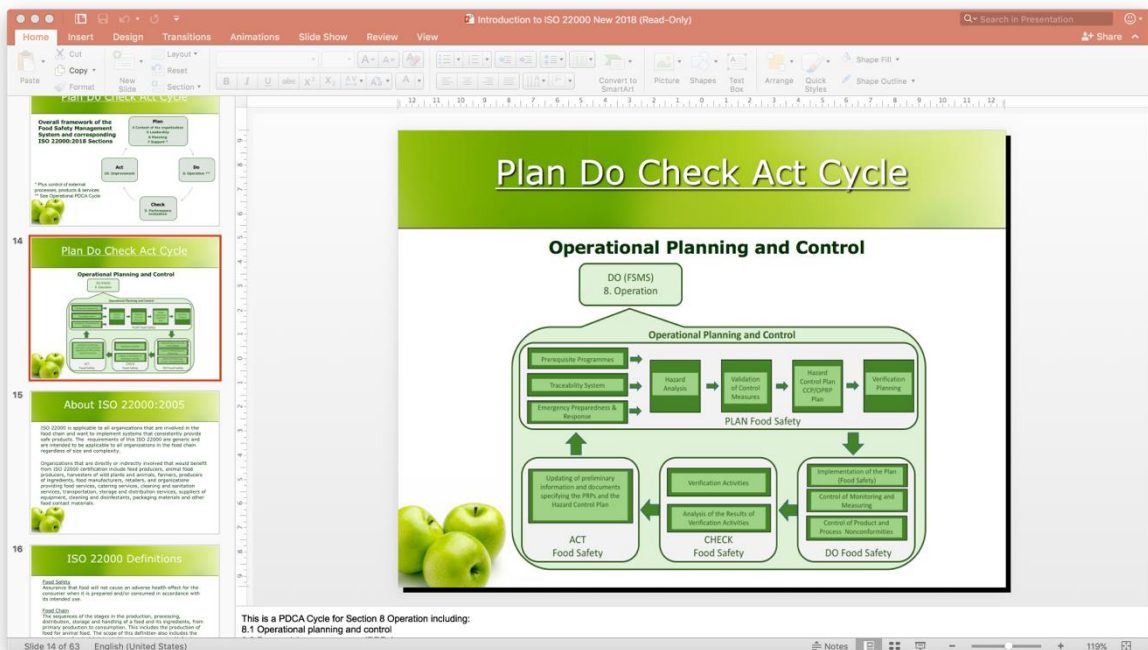
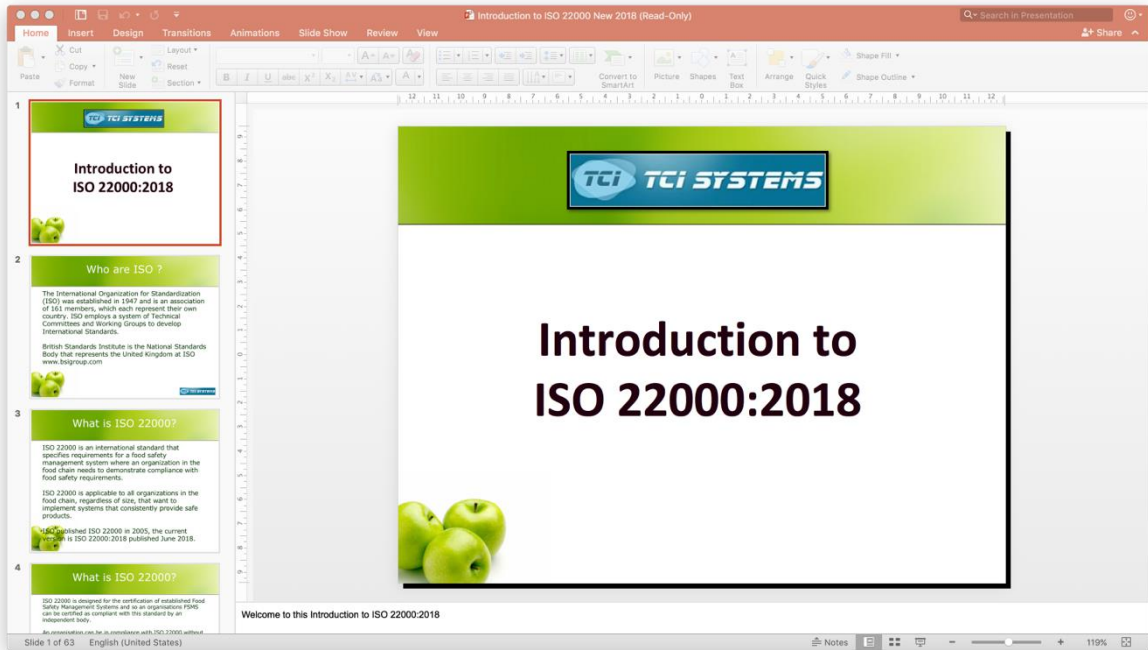
Period Training Required	Details of Internal Training or External Training Course	Dates of Training	Signed (Trainee)	Assessed as Competent Signed (Trainer)
Weeks 1 - 4	Induction			
	Food Safety & Quality Policy Briefing			
	Food Safety & Quality Objectives			
	Health and Safety Procedure			
	Records monitoring and control			
Weeks 5 - 13	Environment and Waste Management			
	Packing Procedure			
	Operating Procedure			
	Coding Procedure			
	Labelling Procedure			
- Footer:**
 - Document Reference Training Record QMR 002
 - Revision 1 8th May 2017
 - Owned by: Technical Manager
 - Authorised By: General Manager

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ISO 22000 Training – PowerPoint Presentations are included

Introduction to ISO 22000

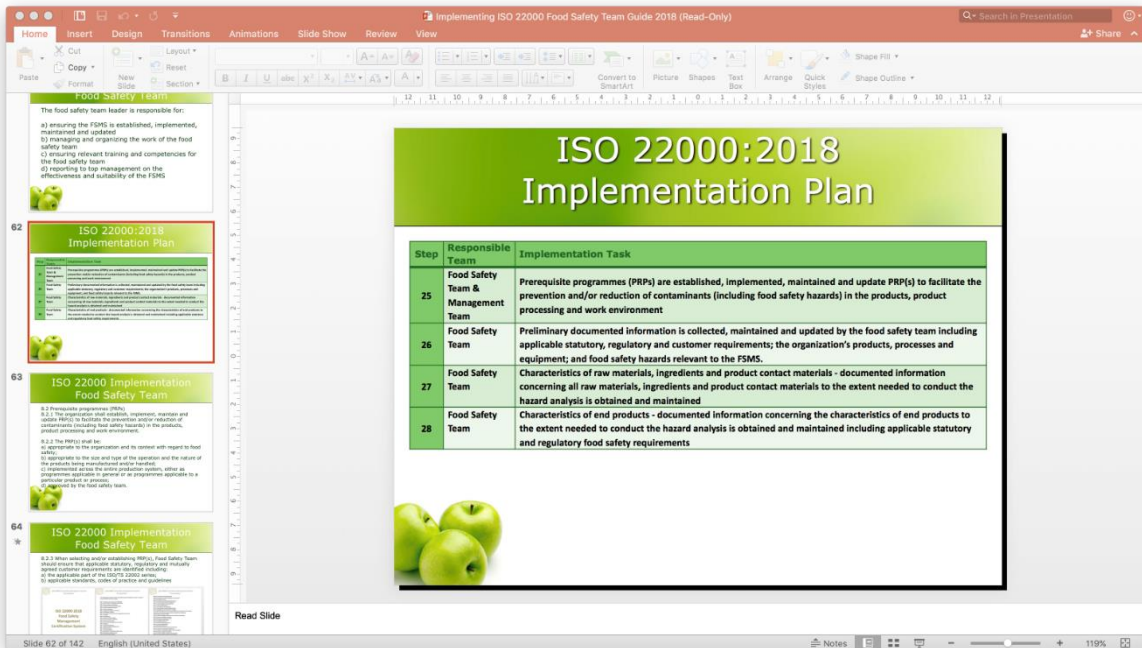
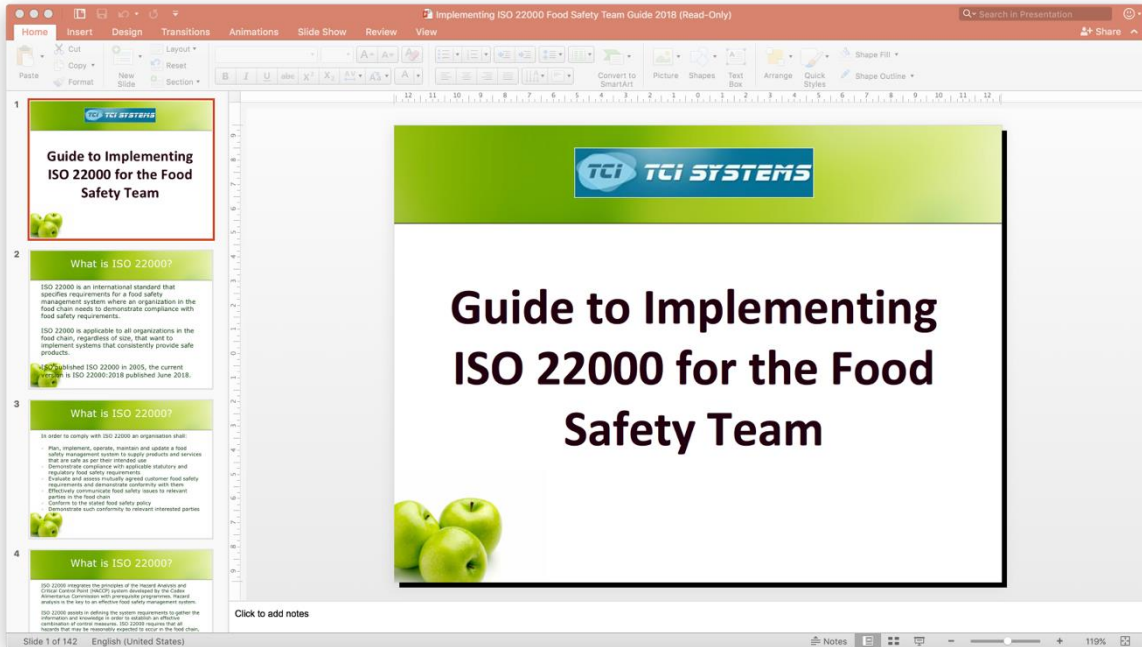
This PowerPoint presentation will introduce the ISO 22000 standard to the management team and explain exactly how to start the process of implementing an ISO 22000 compliant Food Safety Management System.



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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.



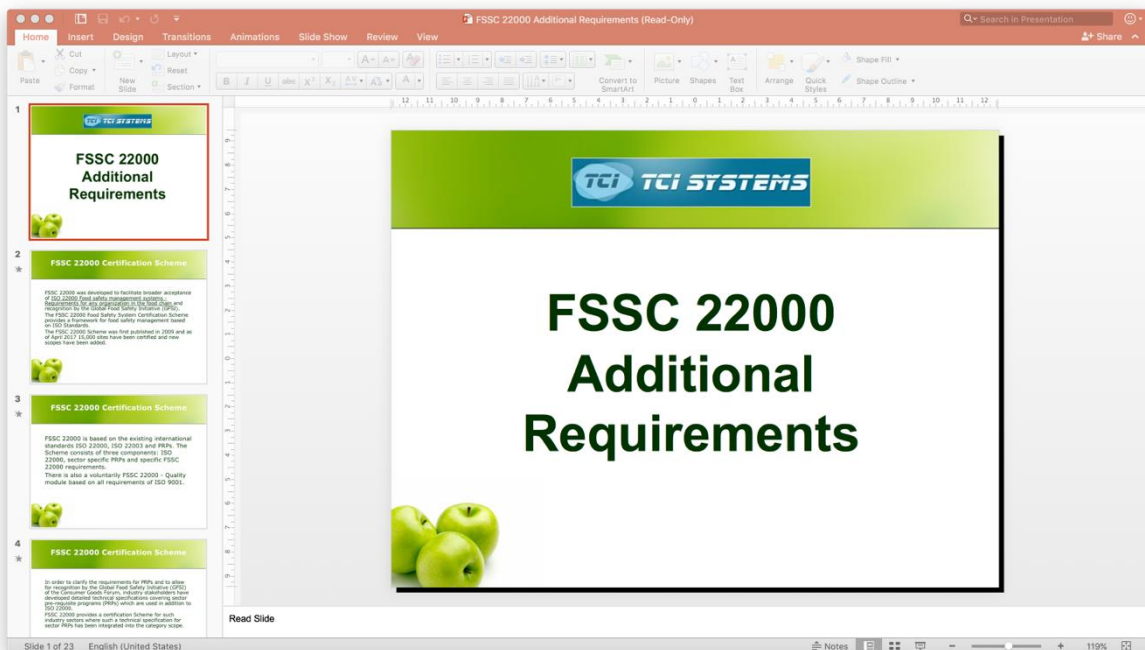
Assured 22000 Certification Package

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.



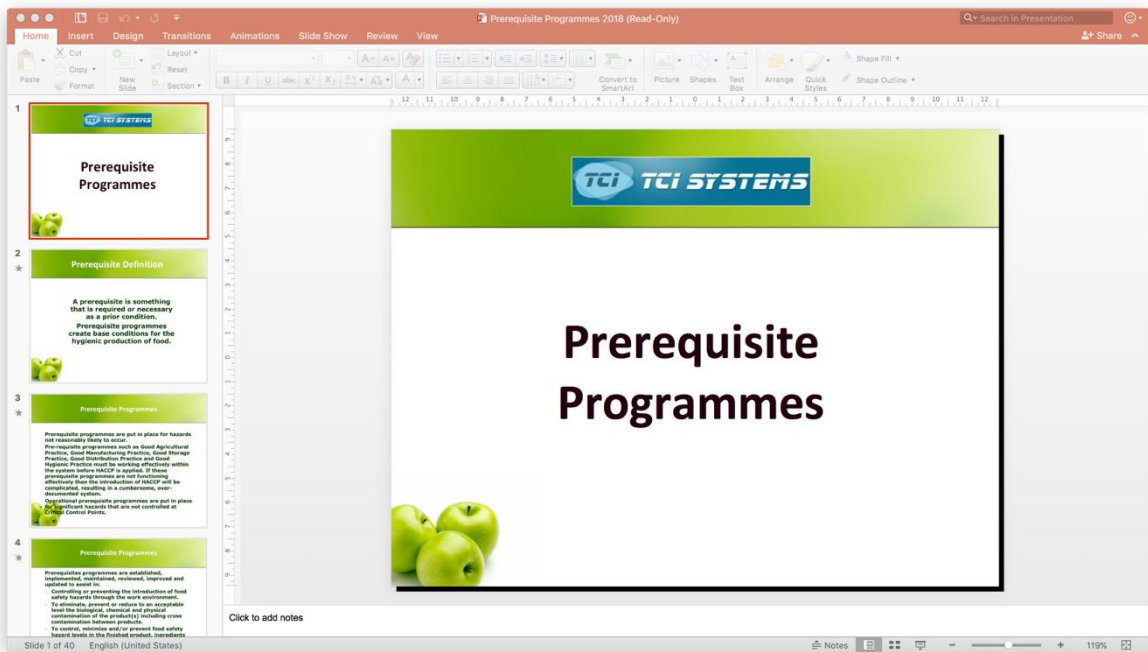
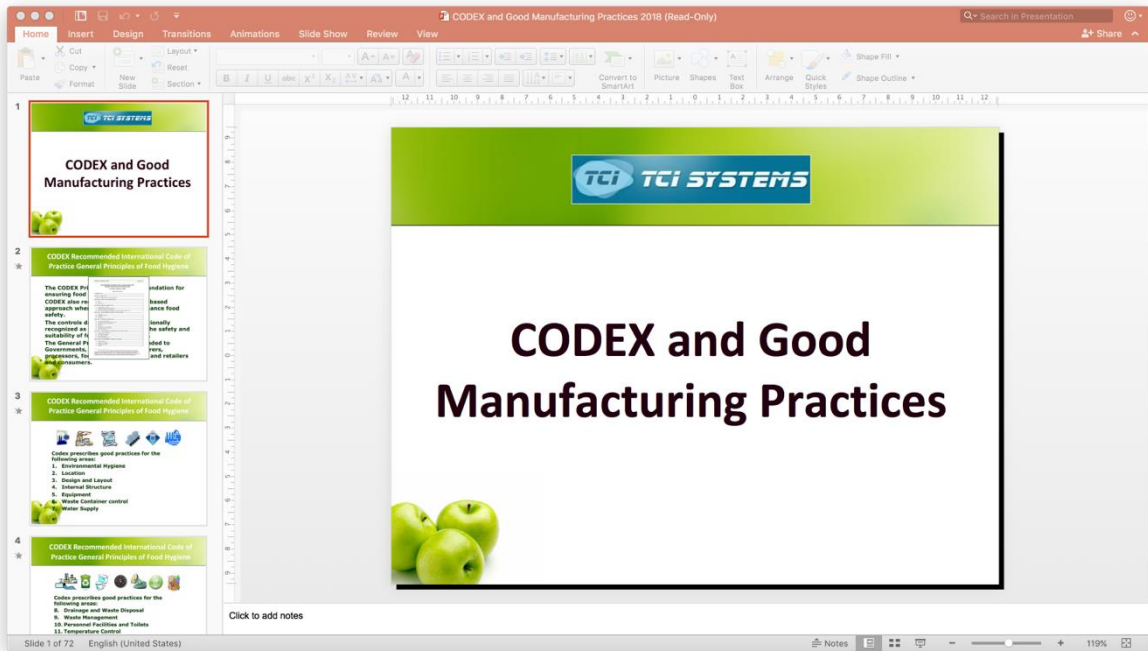
FSSC 22000 Additional Requirements Presentation



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Codex GMP & Prerequisite Training

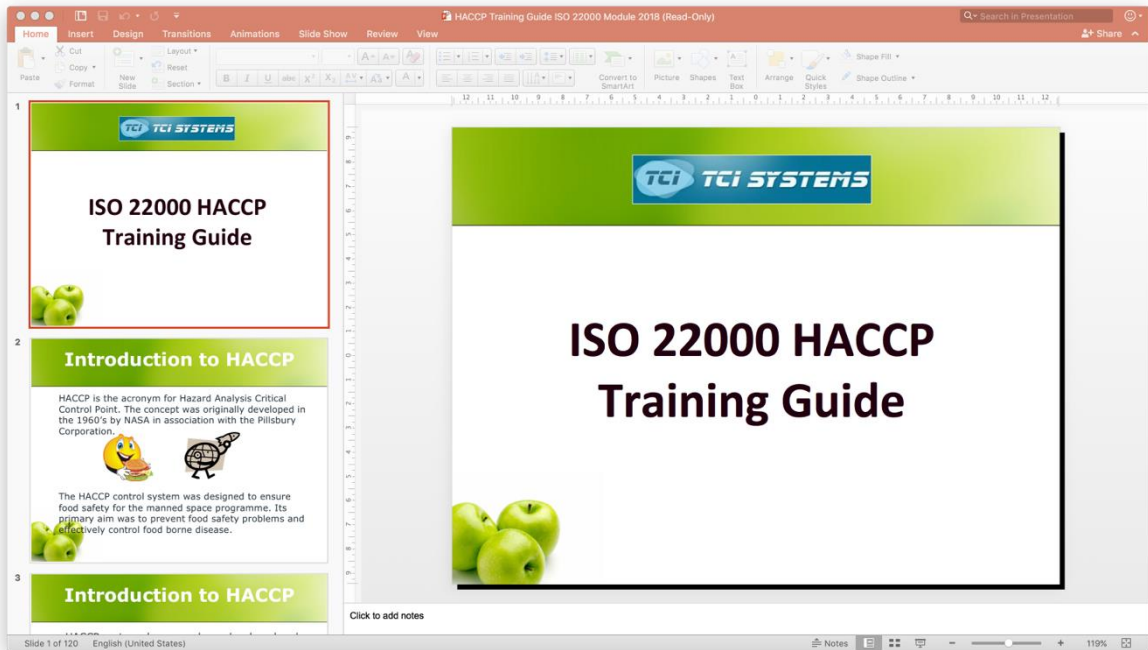
CODEX GMP and ISO 22002 Prerequisites PowerPoint presentations:



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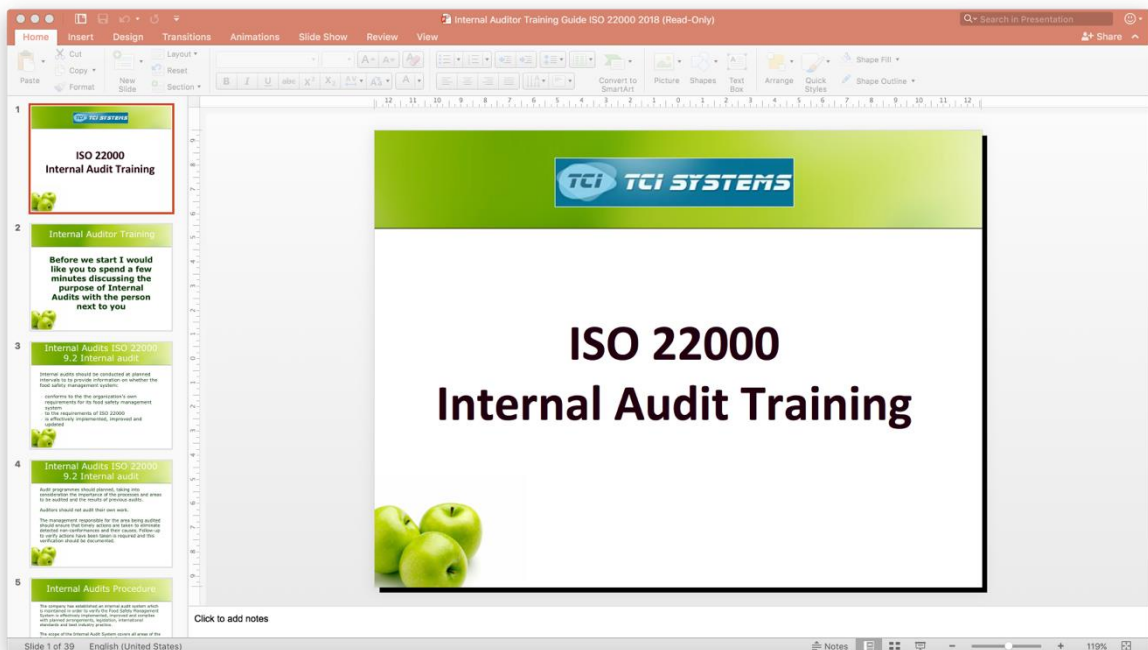
HACCP Training

An illustrated PowerPoint HACCP training presentation is included.



Internal Auditor Training Guide ISO 22000 2018

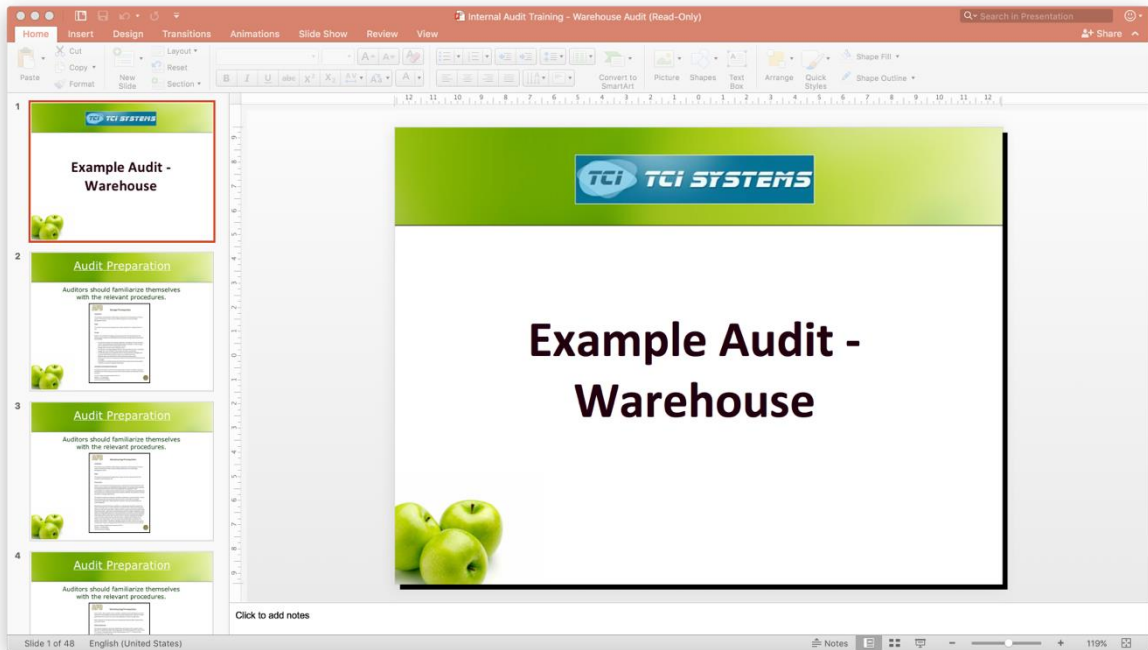
A PowerPoint Internal Auditor training presentation is included and can be used to train your Internal Auditors.



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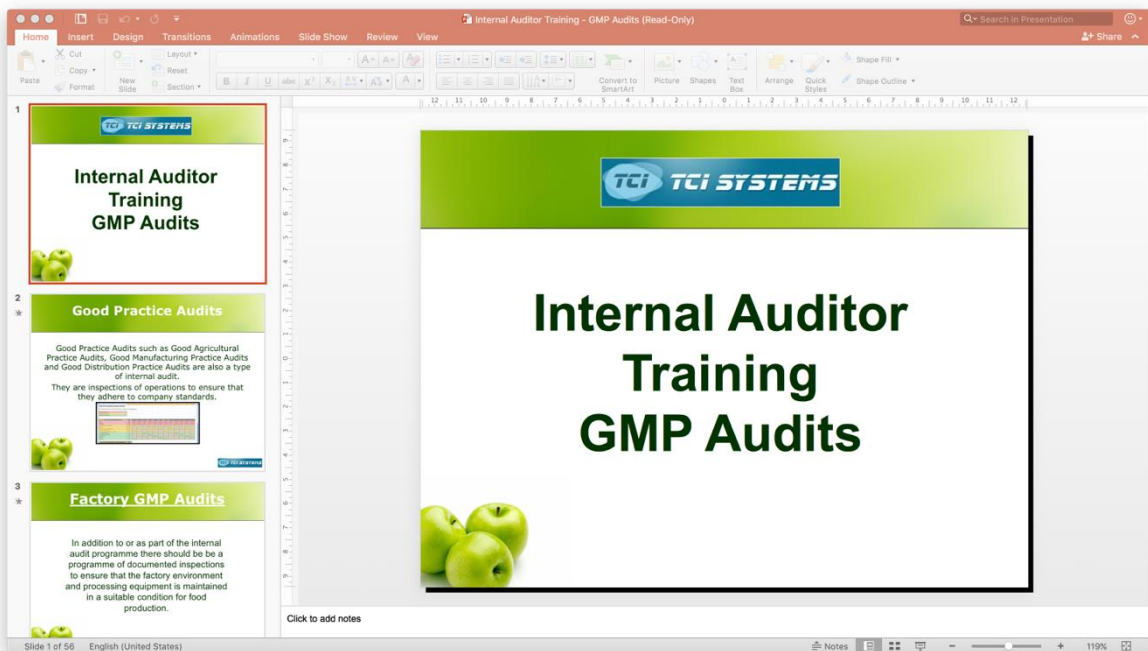
Internal Audit Training - Warehouse Audit

An example of a Warehouse Audit is included.



Internal Audit Training - GMP Audit


A PowerPoint training presentation of a GMP Audit protocol is included.



Assured 22000 Certification Package

Internal Audit Checklists


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



ISO 22000:2018 Audit Checklist

ISO 22000 Food Safety Management System Requirements Internal Audit	
ISO 22000 Clause	Audit Findings
8 Operation	
8.1 Operational planning and control	
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)?	
8.2 Prerequisite programmes (PRPs)	
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 21st 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
		January	February	March	April	May	June	July	August	September	October	November	December
1	ISO 22000 Audit Planner												
2													
3	High Risk - Quarterly Audits												
4	Medium Risk - Six Monthly Audits												
5	Low Risk - Annual Audit												
6													
7													
8													
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													
14	FSMS 5.1 Leadership and commitment												
15	FSMS 5.2 Policy												
16	FSMS 5.3 Organizational roles, responsibilities and authorities												
17													
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													
22	FSMS 7 Support												
23	FSMS 7.4 Communication												
24	FSMS 7.5 Documented information												
25													
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													
40	FSMS 9.1 Monitoring, measurement, analysis and evaluation												
41	FSMS 9.2 Internal audit												
42	FSMS 9.3 Management review												
43													
44	FSMS 10 Improvement												
45													

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ISO 22002 Audit Plan with Risk Rating

The spreadsheet displays a monthly audit schedule for the following sections:

- Section 4. Construction and layout of buildings (4.1-4.3)
- Section 5. Layout of premises workspace (5.1-5.7)
- Section 6. Utilities – air, water, energy (6.1-6.6)
- Section 7. Waste disposal (7.1)

Risk ratings are indicated by background colors: High Risk (red), Medium Risk (yellow), and Low Risk (green).

There are also some sample audit forms

AFC Factory GMP Audit

Area of Audit: Mixing Room

Responsible Manager: Andy Manager

Auditee (if Applicable): Andy Supervisor

Date Of Audit: 22/11/17

Auditor Name: Andy Auditor

Auditor Signature: Andy Auditor

Scoring System:

1	Unacceptable - Immediate Attention
2	Poor - Urgent Attention
3	Average - Improvement Needed
4	Good - Improvement Possible
5	No Improvement Possible

Personal Hygiene

Item	Score	Comments
Overalls/coats	4	
Hairnets/beard snoods	4	
Jewelry	5	
Shoes	4	
Handwashing	4	Blue towel would be better

Structure Hygiene

Item	Score	Comments
Walls	4	
Floor	4	
Drains	4	
Ceiling	4	

Waste Disposal

Item	Score	Comments
Bins clean	4	
Timely removal of waste	4	

Pest Control

Item	Score	Comments
Curtains	4	
EFK's / insectocutors	3	No EFK
Baits/traps	N/A	

Non Structural/Minor Damage

Item	Score	Comments
Curtains	4	
Lights	4	

Factory GMP Audit Checklist

Item	Score	Comments
Doors	2	Door handle missing
Displays/panels	4	
Flexible pipes	3	Records of CIP
Hose pipes	4	
Leaks	4	
Hygiene & Housekeeping (Non Structure)		
Doors	4	
Lights	4	
Curtains	4	
Overhead pipework	4	
Other fixed pipework	4	
Flexible pipes	3	
Hose pipes	3	
Cleaning equipment	2	Remove brush & squeegee with wooden handles
Chemicals	N/A	
Tanks	4	
Maintenance tools	N/A	
Plungers/paddles	N/A	
Soak baths/tanks	N/A	
Pumps	4	
Steps/tables	4	
Filling Areas Only		
Filler Name		
Filler perspex/metal guards	N/A	
Filling heads	N/A	
Conveyor	N/A	
Packaging	N/A	
Additional Comments		
Glass and Perspex items require numbering		
Some end caps are required		
Overall a good standard of hygiene and housekeeping was observed in this area		

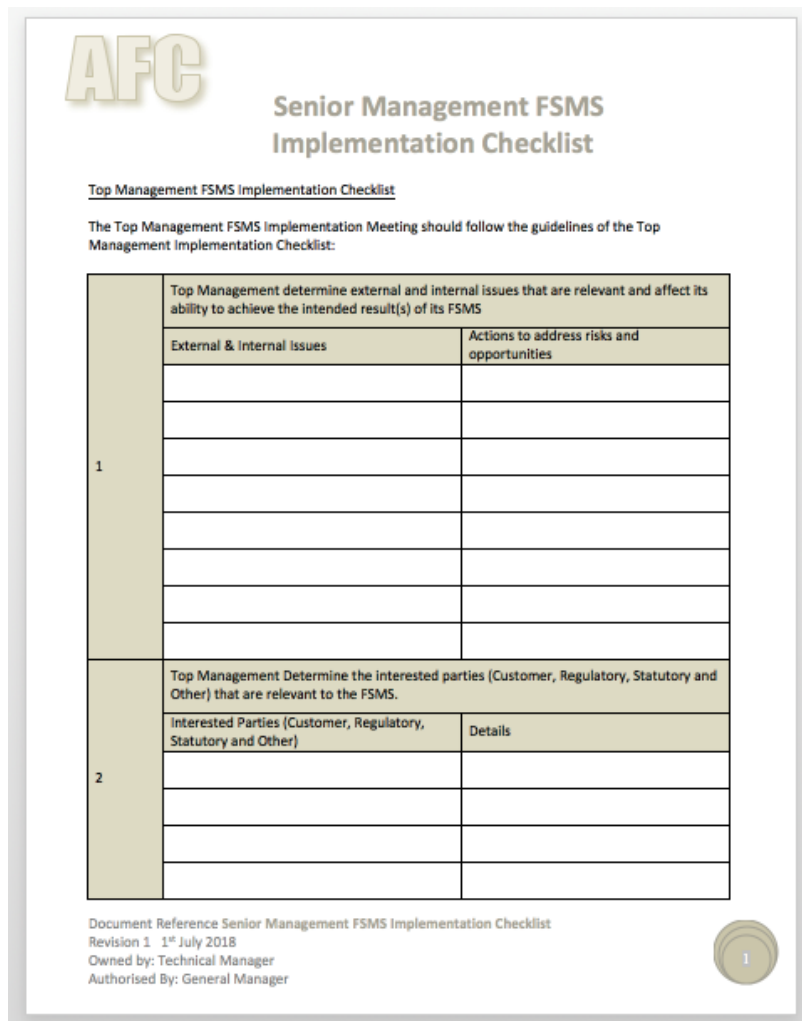
Assured 22000 Certification Package

Project Tools

This contains project tools to assist in achieving ISO or FSSC 22000 certification.

Senior Management Implementation Guidance & Checklists

An 11 step Senior Management Implementation Checklist and Guidance are provided.




AFC Senior Management FSMS Implementation Checklist

Top Management FSMS Implementation Checklist

The Top Management FSMS Implementation Meeting should follow the guidelines of the Top Management Implementation Checklist:

1	Top Management determine external and internal issues that are relevant and affect its ability to achieve the intended result(s) of its FSMS	
	External & Internal Issues	Actions to address risks and opportunities
2	Top Management Determine the interested parties (Customer, Regulatory, Statutory and Other) that are relevant to the FSMS.	
	Interested Parties (Customer, Regulatory, Statutory and Other)	Details

Document Reference Senior Management FSMS Implementation Checklist
Revision 1 1st July 2018
Owned by: Technical Manager
Authorised By: General Manager



Assured 22000 Certification Package

Project Plan

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

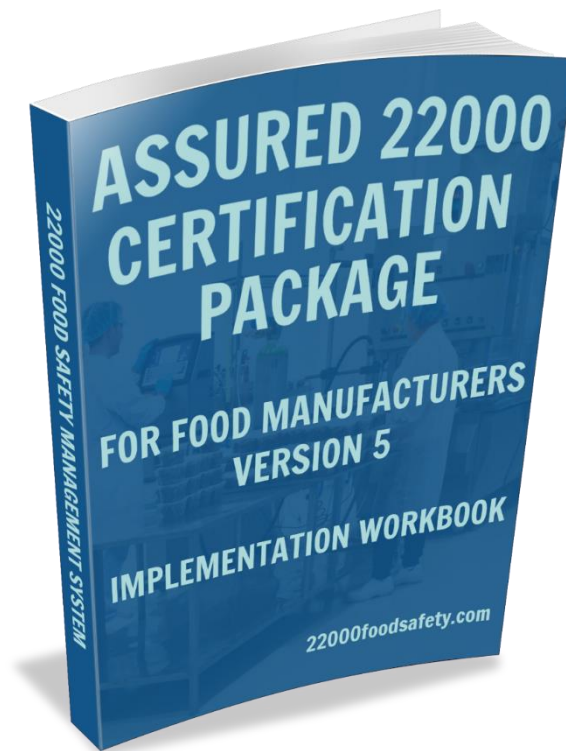
Step	Task Description	Start	End
1	The organisation purchases a copy of the ISO 22000:2018 standard	2018-01	2018-01
2	Top Management determine external and internal issues that are relevant to its purpose and that affect its ability to achieve the intended result(s) of its FSMS.	2018-01	2018-01
3	Top Management determine the interested parties that are relevant to the FSMS and the relevant requirements of the interested parties of the FSMS.	2018-01	2018-01
4	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.	2018-01	2018-01
5	Top Management plan how to establish, implement, maintain, update and continually improve a FSMS, including the processes needed and their interactions	2018-01	2018-01
6	Top Management plan the actions required to demonstrate leadership and commitment with respect to the FSMS	2018-01	2018-01
7	Top Management establish, implement, communicate and maintain a food safety policy	2018-01	2018-01
8	Top Management determine and ensure that the responsibilities and authorities for relevant roles are assigned, communicated and understood	2018-01	2018-01
9	Top Management appoint the Food Safety Team and the Food Safety Team Leader	2018-01	2018-01
10	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	2018-01	2018-01
11	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	2018-01	2018-01
12	Top Management establish food safety objectives	2018-01	2018-01
13	Top Management determine and provide the resources needed for the establishment, implementation, maintenance, update and continual improvement of the FSMS.	2018-01	2018-01

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

Assured 22000 Certification Package

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

Assured 22000 Certification 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	Bring in external resources to assist in FSMS compliance	Priority
Technological	Technology out of date	Internal	Negative	International	Medium	Review out of Date Technology	Priority
Economic	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	External	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
Political	Harvest failure	External	Negative	National	Medium	Look for Alternative Supplies	Priority
Food Fraud	Externally enabled adulteration (EMA)	Internal	Negative	International	Medium	Increased Supplier Assurance & Product Testing	Priority
Food Defense, Cybersecurity & Intellectual Property	Processes located in a geographically 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
Operational/Performance	Inefficient Operations	Internal	Negative	Local	High	Product Implementation Operational Efficiency	Priority

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Page 7 of 167 88 of 21728 Words 100%

Assured 22000 Certification Package

ISO 22000 Implementation Workbook 2018.pdf (page 74 of 167)

ISO 22000 Food Safety Management System Implementation Workbook

8.5 Hazard control

The Food Safety Team should follow, edit and maintain HACCP document FSMS 8.5.1 Preliminary steps to enable hazard analysis

AFC Food Safety Management System

Characteristics of raw materials, ingredients and product contact materials

Specifications for all Raw Materials, including Ingredients and Product Contact Materials, are held in the purchased raw materials file. Specifications include sufficient detail for the identification and assessment of food safety hazards. For each item the specification includes:

- Biological, chemical and physical characteristics
- Composition of formulated ingredients including additives and processing aids
- Source (e.g. animal, mineral or vegetable)
- Origin
- Method of production
- Delivery method
- Storage conditions/requirements and shelf life
- Details of packaging
- Preparation and/or handling before use or processing
- Food Safety Acceptance criteria
- Intended use

All specifications are maintained, updated and approved by the Food Safety Team Leader who identifies legal food safety requirements related to the items purchased. Raw material specifications are reviewed and updated if necessary when there are changes.

Characteristics of End Products

The food safety team document the end product characteristics, including legal food safety requirements, for the purpose of conducting the Hazard Analysis. The product description includes:

- Product name
- What will the purchaser will do with it
- Details of the packaging
- How the product is processed or manufactured
- Composition of the product
- Chemical characteristics relevant for food safety such as pH or Aw
- Biological characteristics relevant for food safety treatment such as heating, freezing, brining
- Physical characteristics relevant for food safety
- Shelf life
- Prescribed storage temperature
- Prescribed storage conditions
- Intended use and reasonably expected handling
- Packaging
- Target consumers

Document Reference (FSMS 8.5.1) Preliminary steps to enable hazard analysis
Revision 1 - 27 June 2018
Owned by Technical Manager
Authorised by General Manager

This document covers the following:

- HACCP (Food Safety) Team
- HACCP Scope
- Characteristics of raw materials, ingredients and product contact materials
- Characteristics of End Products
- Intended Use
- Preparation of the flow diagrams
- The flow chart is confirmed physically on site by the Food Safety team who conduct a walk through verifying all steps in the process flow chart.
- Description of processes and process environment

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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

Assured 22000 Food Safety Management System Start Up Guide

Welcome to the Assured 22000 Food Safety Management System Package Start Up Guide which will guide you through the contents of the package.

The Assured 22000 2018 Certification Package includes:

- ✓ Food Safety Management System Procedures
- ✓ Food Safety Management System 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, Prerequisite, HACCP and Internal Audits
- ✓ ISO 22000/2002/COXEX Gap Analysis Checklists
- ✓ New ISO 22000:2018 Implementation Workbook to guide the implementation of your ISO 22000:2018 compliant Food Safety Management System
- ✓ Free online support via e-mail

Click here to order the Assured 22000 Certification Package Now

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Assured 22000 Food Safety Management System Start Up Guide

When you download the package, you will find this start up guide and 12 folders containing the package documents:

- Assured 22000 FSMS Certification Package Start Up Guide.pdf
- Audit/TS Training and Checklist
- Food Safety Management System
- FSMS Records
- ISO 22000 HACCP Manual
- Laboratory Quality Manual
- Operational Policy
- Prerequisite Programmes
- Product Development
- Project Tools
- Supplier AS
- 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** documents (free to download)

Start by opening the Project Tools folder:

- Additional Tools
- Assured 22000 FSMS Implementation Plan
- Assured 22000 FSMS Implementation Workbook 2018.pdf
- ISO 22000:2018 Implementation Plan
- Senior Management FSMS Implementation Checklist.docx

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Assured 22000 Food Safety Management System Start Up Guide

There is the **22000:2018 FSMS Implementation Plan** which can be used to plan the development of your Food Safety Management System

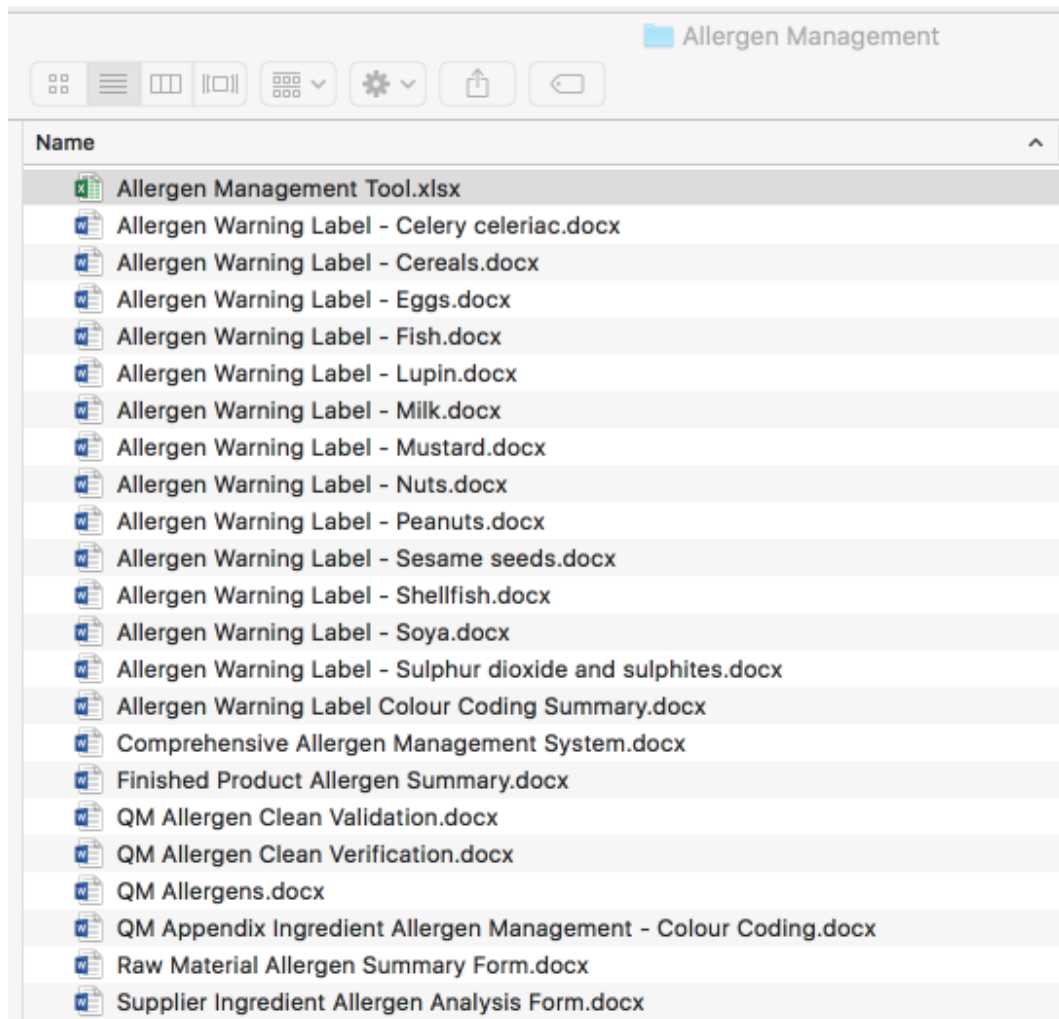
Excel and Word Project Planner template copies are supplied.

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Allergen Management Module & Risk Assessment Tool

The Allergen Module concentrates on five themes:

- ✓ Significance - the significance of any process, activity or ingredient should be evaluated by accurate risk assessments to determine the control or action required
- ✓ Suppliers - understanding the materials that arrive on site is vital to allergen management
- ✓ Separation - the segregation of allergens is a key allergen management control
- ✓ Scheduling - planning activities to reduce the risk of cross contamination
- ✓ Sanitation - cleaning controls to remove or reduce the risks of cross contamination



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Allergen Management Module & Risk Assessment Tool

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

The screenshot shows an Excel spreadsheet titled "Allergen Management Tool - Microsoft Excel". The main content is a table for "Finished Product On Site Cross Contamination Risk Analysis".

Product	Reference Number	Number	Reference Number	Number	Ingredient	Allergen Content Details	Ingredient Format	Allergens											
								1	2	3	4	5	6	7	8	9	10	11	
Fish Pie		1		1	Parsley Sauce	Milk Powder in Sauce	liquid sauce supplied in 25kg Dr.	No	No	No	Yes	No	No	No	No	No	No	No	No
				2	Cod	Whole Fish Fillet	5kg Frozen Fillets	No	No	No	No	No	Yes	No	No	No	No	No	No

Food Fraud Prevention Procedures and Raw Material Food Fraud Assessment Tool

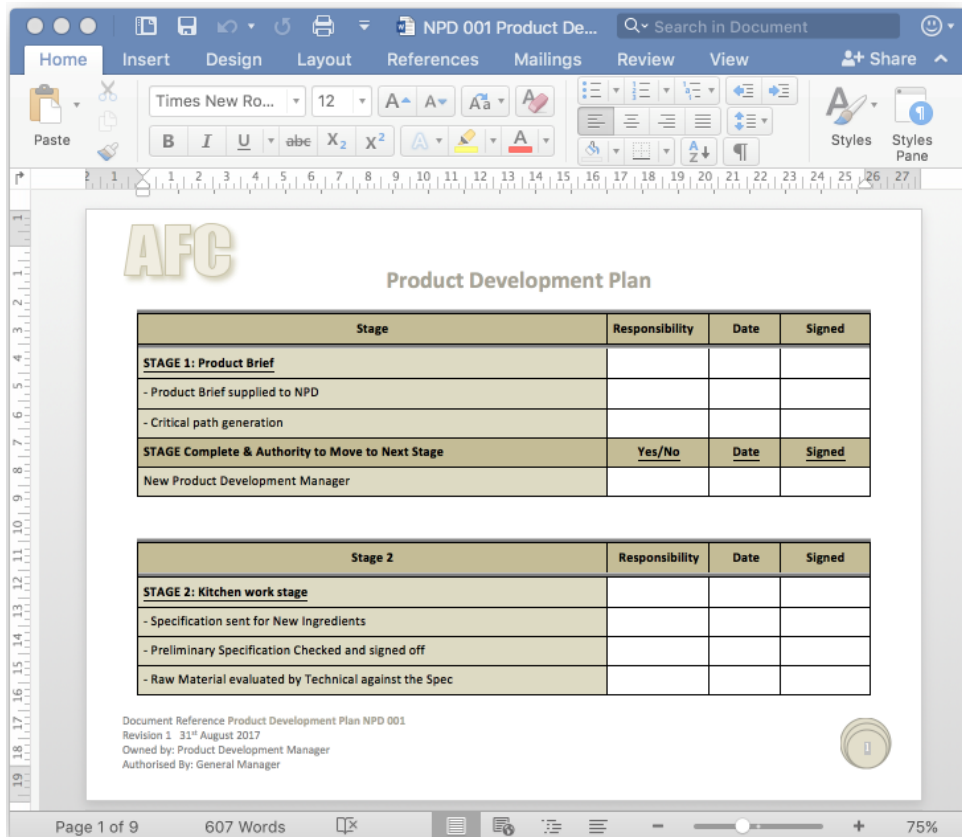
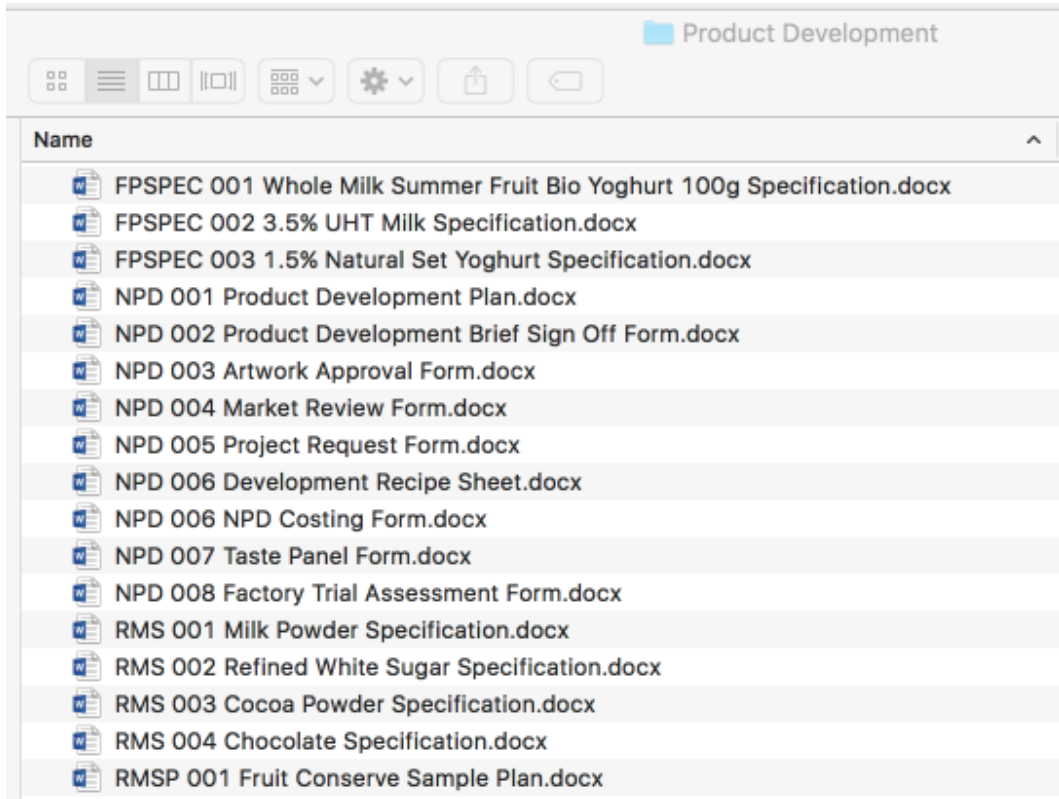
The screenshot shows a spreadsheet titled "Food Fraud Vulnerability Assessment Calculator". It includes a table for "Material Categories Rating" and a "Food Fraud Mitigation Plan" table.

Supplier Number	Supplier	Materials Supplied	Material Category	Material added to substitution or adulteration	Elements factors which may make adulteration or substitution more attractive	Risk of access to raw materials through the supply chain	Verification of supplier ability to identify adulteration	Nature of the Raw Material	Current Controls in Place	Control Measures Required	Verify Controls are in Place
184	A	Chocolate Topping	Raw Ingredient						Supplier Audit every 6 months	Positive Release by Site prior to use	
185	B	Fat for Baking	Raw Ingredient						Supplier Audit every 2 years	Raw material testing	Supplier Audit
186	C	Control Tissue	Control Tissue						Certification to GFS Agreement Standard	Raw material testing	Supplier Audit every 6 months
187	D	Control Packaging	Control Packaging						Supplier Approved Specifications	Raw material testing	Supplier Audit every 6 months
188	E	Control Packaging	Control Packaging						Supplier to Contract Specification	Positive Release by Site prior to use	Supplier Audit every 6 months

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Product Development Module

There is comprehensive product development documentation:



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Supplier Risk Assessment Tool

Supplier Risk Calculator

Score	Supplier Category Rating	Severity of Risk	Risk Score	Rating	What should I do?
5	Final Ingredient/Contract Packer	Catastrophic - death or large number of serious injuries	25	Extreme	Close Surveillance of Supplier and Material Required
4	Raw Ingredient/High Risk Service	Major - serious injury, extensive injuries	16 - 20	High	Supplier and Material/Service Monitoring Required
3	Contact Packaging	Moderate - medical treatment required	9 - 15	Moderate	Material/Service Monitoring Required
2	Non Contact Packaging	Minor - first aid treatment required	< 9	Low	Prerequisites on Goods In/Service Provision Sufficient
1	Low Risk Service	Minor - no injuries			

Supplier Number	Supplier	Materials/ Service Supplied	Supplier Category	Identify the Risks	List the Current Controls in Place	S	C	A	R	S	i	S	e	n	i	f	i	c	a	n	c
1	A	Chocolate Topping	Final Ingredient	Salmonella Present	Not Further Processed on Site	5	5	20	20	20	20	20	20	20	20	20	20	20	20	20	20
2	B	Flour for Baking	Raw Ingredient	Salmonella Present	Further Processed on Site	4	4	16	16	16	16	16	16	16	16	16	16	16	16	16	16
3	C	Contract Scones	Contract Packer	Salmonella Present	Nona Currently	5	5	25	25	25	25	25	25	25	25	25	25	25	25	25	25
4	D	Cake Tray	Contact Packaging	Foreign Bodies	Packaging Rinsed and Inverted	3	4	12	12	12	12	12	12	12	12	12	12	12	12	12	12
5	E	Cardboard Box	Non-Contact Packaging	Yeasts & Moulds	No access to Production Facility	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
6	F	O				1	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
7	G	O				1	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
8	H	O				1	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
9	I	O				1	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5
10	J	O				1	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5

Supplier Control Measures Required

Primary Control	Secondary Control	Primary Control
Positive Release by Site prior to Use	COC with each Delivery	Supplier Audit every 6 months
Certification to GFSP Approved Standard	Supplier Assurance Questionnaire	Supplier Audit every 6 months
Certification to GFSP Approved Standard	Supplier Audit every 6 months	Supplier Audit every 6 months
Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months
Supplier Audit every 6 months	Supplier Audit every 6 months	Supplier Audit every 6 months


Comment: Refer to Assessment Table - Fed means High Risk Supplier

Complaint Management Guidelines & Analyser

December Complaints per Million Units

		Strawberry			Blackcurrant			Banana			Raspberry		
Complaint Type		250ml	500ml	1000ml	250ml	500ml	1000ml	250ml	500ml	1000ml	250ml	500ml	1000ml
Off Type	Sickness	0.4	0.7	0.6	0.4	4.4	2.0	3.6	0.8	0.3	0.9	0.0	
	Taste	4.4	4.0	1.8	0.5	2.8	2.0	2.4	1.5	1.0	0.4	0.4	
	Quality	0.4	0.7	0.6	0.4	4.4	2.0	3.6	0.8	0.3	0.9	0.0	
	Sour	0.4	0.7	2.2	0.9	3.2	2.8	2.4	1.3	0.7	0.7	0.4	
	Off	1.2	1.3	1.2	0.5	2.0	2.4	2.8	0.5	0.0	1.8	1.8	
Packaging	Poor Seal	3.6	1.0	0.6	0.3	1.6	2.0	2.8	2.3	1.3	0.4	1.4	
	Tamper Evident Tab	0.0	1.7	1.0	0.8	3.2	3.2	3.2	2.0	1.5	1.8	1.6	
	Packaging	4.4	4.0	1.8	0.5	2.8	2.0	2.4	1.5	1.0	0.4	0.4	

Unannounced Audit Guidance



Unannounced Audit Protocol

Internal Communication

Unannounced audits are conducted within agreed windows. The Technical Manager is responsible for ensuring that appropriate communication of these windows and the impending audit is communicated at least one week prior to the first possible audit date.

Communication processes include:


- Team briefings
- Staff reviews
- Daily Management meetings
- Shift Handover meetings
- Newsletters
- Notice boards

Preparation Prior to Audit

Prior to the unannounced audit it is important that routines are established to ensure all procedures and records are available, kept up to date and completed correctly.

Job Title	Job Holder	Record Responsibility
Emergency Coordinator		Emergency response
Food Safety Team Leader		Recalls
Site Director		Policies and Objectives
Operations Manager		Operations
Production Manager		Production
Warehouse Manager		Warehouse
Maintenance Manager		Maintenance
Factory Safety Manager		Safety
Human Resource Manager		Training
Quality Manager		Pest Control CARs NCNs Audits

Document Reference Unannounced Audit Protocol
Revision 1 11th March 2014
Owned by: Technical Manager
Authorised By: Chief Executive Office



FSMS Verification Schedule Risk Assessment Tool and Template

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

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PRP Verification Schedule Risk Assessment Tool and Template

1	TS ISO 22002 Prerequisites Audit Schedule with Risk Rating												
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	Section 4. Construction and layout of buildings												
9	4.1 General requirements												
10	4.2 Environment												
11	4.3 Locations of establishments												
12	Section 5. Layout of premises workspace												
13	5.1 General requirements												
14	5.2 Internal design, layout and traffic patterns												
15	5.3 Internal structures												
16	5.4 Location of equipment												
17	5.5 Laboratory facilities												
18	5.6 Temporary/mobile premises and vending												
19	5.7 Storage of food, packaging materials,												
20	Section 6. Utilities – air, water, energy												
21	6.1 General requirements												
22	6.2 Water supply												
23	6.3 Boiler chemicals												
24	6.4 Air quality ventilation												
25	6.5 Compressed air and other gases												

Free online support via e-mail

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

Assured 22000 Certification Package

Benefits of FSSC 22000 Certification

The Assured 22000 Food Safety Management System has been designed to overcome the problems that can be encountered when implementing an effective system.

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 Assured 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 explains the Assured 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 or the FSSC 22000 Certification Scheme version 5. The system also provides guidance on how to manage and implement a HACCP system and determine Operational Prerequisite Programmes and Critical Control Points (CCPs). This process is aided by our implementation training guides and checklists which completely simplify the implementation process.”

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

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