

This is our premiere package for Food Manufacturers looking to achieve certification to FSSC 22000 for Food Safety Management Systems. Food Safety System Certification (FSSC) 22000 is a Global Food Safety Initiative (GFSI) approved certification scheme for food manufacturers based on the integration of the ISO 22000 food safety management standard and Technical Specification TS ISO 22002 part 1 Prerequisite Programmes for Food Manufacturers.

This package now also covers the quality management requirements of ISO 9001:2008 so assisting organizations in achieving food safety and quality management certification.

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

The IFSQN FSSC 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 15 Training Presentations covering ISO 22000, ISO 9001, TS ISO 22002, Prerequisites, Operational Prerequisites, HACCP and Internal Audits
- ✓ ISO 22000/ISO 9001/TS ISO 22002/CODEX Gap Analysis Checklists
- ✓ Project 22000 Support Package containing all the project tools you will need to achieve ISO 22000 or FSSC 22000 certification and our comprehensive FSSC 22000 Implementation Workbook
- ✓ Allergen Management Module & Risk Assessment Tool
- ✓ Supplier Risk Assessment Tool
- ✓ Product Development Module
- ✓ Unannounced Audit Guidance
- ✓ Complaint Management Guidelines & Analyser
- ✓ Hygiene Inspection Training
- Verification Schedule Risk Assessment Tool and Template
- ✓ Free online support via e-mail

Food Safety Quality Management System

The Food Safety Management System contains a comprehensive ISO 22000 & 9001 documentation package that is ready to implement:

- Food Safety Quality 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

Food Safety Quality Manual

The Food Safety Quality Manual* contains comprehensive top level procedures templates that match the clauses of the ISO 22000 standard and forms the foundation of your Food Safety Quality 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.

Food Safety	v Management System
	Introduction to the Food Safety Management System
	Communication Overview
Section 4.1	The Food Safety Management System
0001011 4.1	Senior Management Responsibility
	Document Hierarchy
	Food Safety System Process Diagram
Section 4.2	Documentation Requirements
Section 4.2	Document Control Procedure

	Record Control Procedure
Manage	ment Responsibility
Section 5.1	Senior Management Commitment
Section 5.2	Food Safety and Quality Policy
Section 5.2	Food Safety and Quality Objectives
	Food Safety Management System Planning
Section 5.3	Customer, Statutory and Regulatory Conformance
	Contract Review
Section 5.4	Responsibility and Authority
Section 5.5	Food Safety Team Leader
	Communication
	Suppliers and Contractor Communication
Section 5.6	Customer Communication
	Food Authority Communication
	Internal Communication
Section 5.7	Emergency Preparedness and Response
Section 5.8	Management Review
Resou	urce Management
Section 6.1	Provision of Resources
Section 6.2	Human Resources
Section 6.3	Infrastructure
Section 6.4	Work Environment
Planning and R	ealisation of Safe Products

	Planning and Realisation of Safe Products			
	New Plant and Equipment			
	Purchasing			
Section 7.1	Purchasing Documents			
	Supplier Assurance and Approval			
	Verification of Purchased Materials			
	Prerequisite Programmes			
Section 7.2	(i) Prerequisite Programmes			
	(ii) Operational Prerequisite Programmes			
	HACCP & Preliminary Steps - Hazard			
	Analysis			
	HACCP principles			
	Hazard Analysis – Preliminary Steps			
	HACCP Team			
	HACCP Scope			
Section 7.3	Raw Materials			
	Product Description			
	Intended Use			
	HACCP Terms of Reference			
	HACCP Flowcharts			
	Description of Process Steps			
	Hazard Analysis			
Section 7.4	Hazard Identification			
	Determination of Acceptable Levels			

	Т					
	Hazard Assessment					
	Selection and Assessment of Control Measures					
	The HACCP Calculator					
Section 7.5	Establishing Operational Prerequisite Programmes (PRPs)					
Continue 7.0	Design and Redesign of the HACCP Plan					
Section 7.6	Critical Control Points					
Section 7.7	Updating of Preliminary Information					
Section 7.8	Verification Planning					
Section 7.9	Product Identification and Traceability					
	Control of Non-Conformity					
	Corrections					
Section 7.10	Corrective Action					
Section 7.10	Preventative Action					
	Control of Non-Conforming Product					
	Product Recall					
Validation, Verification and Imp	rovement of the Food Safety Management System					
Section 8.1	Validation, Verification and Improvement of the Food Safety Management System Introduction					
Costion 0.0	Validation of Control Measure Combinations					
Section 8.2	Validation of Production Processes					
	Control of Monitoring and Measurement					
Section 8.3	Measuring and Monitoring					
	Calibration of Monitoring and Measuring Equipment					

	Food Safety Quality Management System Verification, Validation and Improvement and Updating
	Internal Audits
	Evaluation of Individual Verification Results
Section 8.4	Analysis of Results of Verification Activities
	Continual Improvement
	Customer Satisfaction
	Food Safety Quality Management System Updating

T	Food Safety Quality Management System
4.1 introducti	on to the Food Safety Manadement System
quality maria improve its el industry prac	has planned, established, documented and implemented a food safety and pament system for the ske, which is maintained in order to continuely factiveness in accordance with legislation, international standards and best for. The company has planned and developed the products that contribute e requirements of these standards and producing safe products.
Scales	
processes and	the Food Safety Management System includes all product categories, activities conducted on site and any outsourced activities. These are aligned with the policies and objectives of the site and include those of standards:
Quality - 150 S	
Food Safety -	ISO 22000:2005
Due dilgence	
effective deve These docum manual for th	by Quality Manual demonstrates due disgence of the company in the sopment and implementation of the food safety management system, ents are fully supported by the completion of the records specified in this e-monitoring of planned activities, maintanance and verification of control by taking effective actions when non-conformity is encountered.
Food Safety	
commitment, subject to foc application of to occur, are our products regarding foo	is committed to supplying sale products for consumption. As part of this all products and processes used in the manufacture of food products are d safety hazard analysis based on the Codex Allmentarius guidelines to the a HACCP system. All food safety hazards, that may reasonably be expected dentified by this process and are then fully evaluated and controlled so that do not represent a direct or indirect trik to the consumer. New information datety hazards is continually reviewed by the Food Safety toam to ensure Safety and Quality Management system is continually updated and
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<u>* The documentation also considers the quality management system</u> requirements of ISO 9001:2008

FSQMS Record Templates

The Food Safety Quality Manual includes 60 record templates that support your Food Safety Management System procedures:

- QMR 001 Management Review Minutes
- QMR 002 Training Record
- QMR 003 Product Release Record
- QMR 004 Design and Development Records
- QMR 005 Supplier Assessment Record
- QMR 006 Validation Record
- QMR 007 Identification and Traceability Record
- QMR 008 Register of Customer Property
- QMR 009 Calibration Record
- QMR 010 Internal Audit Record
- QMR 011 Records of Non-conforming Product
- QMR 012 Corrective Action Request Form
- QMR 013 Preventative Action Request Form
- QMR 014 Supplier Self Assessment and Approval Form
- QMR 015 Equipment Commissioning Record
- QMR 016 Return to Work Form
- QMR 017 Hygiene Policy Staff Training Record
- QMR 018 Complaint Investigation Form
- QMR 019 Prerequisite Audit Checklist
- QMR 020 Knife Control Record
- QMR 021 Knife Breakage Report
- QMR 022 Goods in Inspection Record
- QMR 023 Equipment Cleaning Procedure
- QMR 024 Glass and Brittle Plastic Breakage Record
- QMR 025 Metal Detection Record
- QMR 026 First Aid Dressing Issue Record
- QMR 027 Cleaning Schedule
- QMR 028 Cleaning Record
- QMR 029 Engineering Hygiene Clearance Record
- QMR 030 Glass and Brittle Plastic Register
- QMR 031 GMP Audit Checklist
- QMR 032 Vehicle Hygiene Inspection Record
- QMR 033 Outgoing Vehicle Inspection Record
- QMR 034 Pre Employment Medical Questionnaire
- QMR 035 Visitor Questionnaire
- QMR 036 Product Recall Record
- QMR 037 Shelf Life Confirmation Record

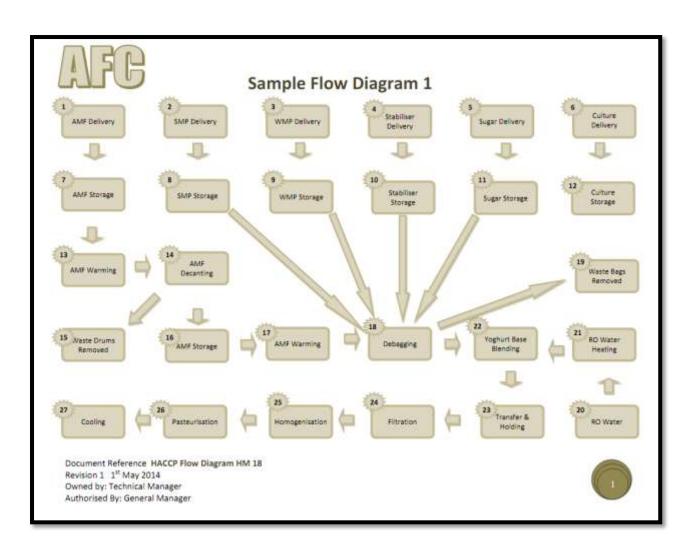
- QMR 038 Accelerated Keeping Quality Log
- QMR 039 Goods In QA Clearance Label
- QMR 040 Maintenance Work Hygiene Clearance Form
- QMR 041 Changing Room Cleaning Record
- QMR 042 Colour Coding Red Process Areas
- QMR 043 Daily Cleaning Record for Toilets and Changing Rooms
- QMR 044 Drain Cleaning Procedure Filler Areas
- QMR 045 General Cleaning Procedure
- QMR 046 Product QA Clearance Label
- QMR 047 CIP Programmes Log
- QMR 048 Sample Filler Cleaning Record
- QMR 049 Pipe Diameter Flow Rate Conversion Table
- QMR 050 QC Online Check Sheet
- QMR 051 Non Conformance Notification
- QMR 052 CIP Chemical Log
- QMR 053 Double Hold Label
- QMR 054 Supplier Register
- QMR 055 Chemical Register
- QMR 056 Non Approved Supplier Sample Plan
- QMR 057 Warehouse Cleaning Record
- QMR 058 Product Recall Trace
- QMR 059 Product Recall Test Record
- QMR 060 Document Master List

Date Product Type			Best		Product Analysis Results			Authorized	Sign		
	Code	Before	Size	Weight +/+1g	Temp +/+1C	AW Max 20%	Seal Pass/ Fail	For Release	(SIB)		
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	ence Product Releas										

HACCP Manual containing the ISO 22000 HACCP Calculator

The HACCP System is implemented by following the HACCP Manual procedures:

- HM 1 HACCP System
- HM 2 HACCP Team
- HM 3 HACCP Prerequisites
- HM 4 HACCP Scope and Product Information
- HM 5 HACCP Intended Use
- HM 6 HACCP Flowcharts
- HM 7 HACCP Flowchart Verification
- HM 8 Hazard Identification
- HM 9 Hazard Assessment
- HM 10 Identification and Assessment of Control Measures
- HM 11 Identification of Critical Control Points (CCPs)
- HM 12 Establishing Critical Limits for each CCP
- HM 13 Establishing a Monitoring System for each CCP
- HM 14 Establishing a Corrective Action Plan
- HM 15 Establishing Verification Procedures
- HM 16 Establishing HACCP Documents and Records
- HM 17 Review of the HACCP Plan
- HM 18 Flow Diagram
- HM 19 Product Description
- HM 20 Hazards
- HM 21 HACCP Validation
- HM 22 HACCP Plan
- HM 23 HACCP Verification Audit Summary
- HM 24 HACCP Instruction 1
- HM 25 HACCP Instruction 2
- HM 26 Hazard Instruction 3
- HM 27 HACCP Definitions
- HM 28 HACCP Verification Record
- HM 29 HACCP Steering Group Review
- HM 30 Raw Material Summary
- HM 31 Finished Product Summary
- HM 32 Decision Tree
- HM 33 HACCP Planner



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ling Number	Stag Marrie	Nacarda Mentified	Specific Details about the Hazard	Sign Stating Pressable Programmes which seast is controlling the Heared	inates the hazard ificant reduction ome reduction Little effect	if firms	~~ / Je	******** / · *	peopletic reservations to the	high-partnersy for eccentrating	cluster within the system relative to other control resources	MikelOwerd of fafters of control reseasors or significant processing variability	cheverity of the consequences in the case of failure in its functioning	of the control measure is specifically to eliminate or significantly reduce the hused	glaymergistic effect with other control measures
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Prerequisite Programmes Manual

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PRP 5.4 Equipment Design and Location	6/2/2014 11:49 AM	Microsoft Office Want Document	27.108	
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PR9 5.7 Storage	6/2/2014 52/20 PW	Microsoft Office Ward Document	32.439	
PRP 6.1 See Services	5/2/2014 12:18 79X	Microsoft Office Ward Document	28.63	
PRP 6.2 Control of Water Supply	6/2/2014 12:16 Pisk	Microsoft Office Ward Document	28.48	
PRP 6.3 Control of Boiler Chemicals	0/2/2014 12/15 PM	Microsoft Office Word Document	22 4.8	
PRP 6.4 Control of Air Supply	6/2/2014 12:14 PM	Mitrasuft Office Ward Document	28.48	
PRP 6.5 Control of Compressed Air and Gases	5/2/2014 12:13 PM	Microsoft Office Word Document	28.63	
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PRP 7.2 Waste Container Management	8/2/2014 12:52 PM	Microsoft Office Want Document	25 82	

A comprehensive set of prerequisite programmes templates that you can use to define your Infrastructure and Maintenance Standards and including those defined in Technical Specification ISO 22002:2009 Part 1 Prerequisite programmes on food safety for food manufacturing:

- **PRP 1 Prerequisite Programmes**
- PRP 2 HACCP Prerequisite Programmes
- PRP 3 Manufacturing Control Prerequisite Programmes
- PRP 4.1 Design and Construction of Buildings
- PRP 4.2 Environment Prerequisite Programmes
- PRP 4.3 Site Location and Standards
- PRP 5.1 Layout of Premises and Workspace
- PRP 5.2 Internal Design and Layout
- PRP 5.3 Internal Structure
- PRP 5.4 Equipment Design and Location
- **PRP 5.5 Laboratory Facilities**
- PRP 5.6 Temporary Structures and Vending Machine Facilities
- PRP 5.7 Storage
- PRP 6.1 Site Services
- PRP 6.2 Control of Water Supply
- PRP 6.3 Control of Boiler Chemicals

- PRP 6.4 Control of Air Supply
- PRP 6.5 Control of Compressed Air and Gases
- PRP 6.6 Lighting
- PRP 7.1 Waste Management
- PRP 7.2 Waste Container Management
- PRP 7.3 Waste Disposal
- PRP 7.4 Drainage Systems
- PRP 8.1 Equipment Prerequisite Programmes
- PRP 8.2 Equipment Hygienic Design
- PRP 8.3 Food Contact Surfaces
- PRP 8.4 Monitoring Equipment
- PRP 8.5 Equipment Cleaning
- PRP 8.6 Maintenance Prerequisite Programmes
- PRP 8.6 Appendix Maintenance Procedure
- PRP 9.1 Purchasing Prerequisite Programmes
- PRP 9.2 Supplier Approval and Monitoring
- PRP 9.3 Control of Incoming Materials
- PRP 10.1 Prevention of Contamination
- PRP 10.2 Prevention of Microbiological Contamination
- PRP 10.3 Allergen Control System
- PRP 10.4 Prevention of Physical Contamination
- PRP 11.1 Cleaning Prerequisite Programmes
- PRP 11.2 Cleaning Agents and Equipment
- **PRP 11.3 Cleaning Procedures**
- PRP 11.4 CIP Systems Prerequisites
- PRP 11.5 Monitoring of Cleaning Effectiveness
- PRP 12 Management of Pest Control including:
- **Pest Control Prerequisites**
- Pest Control Programme
- **Prevention of Pest Access**
- Prevention of Pest Harbourage
- Pest Monitoring
- Pest Eradication
- PRP 13 Hygiene Code of Practice
- PRP 13.1 Personal Hygiene and Personnel Facilities Prerequisites
- PRP 13.2 Personnel Hygiene Facilities
- PRP 13.3 Personnel Canteen Facilities
- PRP 13.4 Protective Work Wear
- PRP 13.5 Medical Screening
- PRP 13.6 Illness Reporting Systems
- PRP 13.7 Personal Cleanliness
- PRP 13.8 Personal Behaviour
- PRP 13.9 Control of Visitors and Sub-Contractors

- PRP 14.1 Rework Prerequisite Programmes
- PRP 14.2 Rework Storage Identification and Traceability
- PRP 14.3 Rework Usage Prerequisites
- PRP 15.1 Product Recall Prerequisite Programmes
- PRP 15.2 Product Recall Procedure Prerequisites
- PRP 16.1 Storage Prerequisites
- PRP 16.2 Warehousing Prerequisites
- PRP 16.3 Despatch and Distribution Prerequisites
- PRP 16.3 Appendix Despatch and Distribution Procedure
- PRP 17.1 Product Information Prerequisites
- PRP 17.2 Product Labelling Controls
- PRP 18.1 Food Defence System
- PRP 18.2 Access Controls

1	Management of Pest Control
Intro	duction
the si requi	ompany has established, documented and implemented a pest control system for te, which is maintained as part of the prerequisite programmes in order to meet the rements of the Food Safety Quality Management System and ansure the safe uction of products.
Proce	dure
produ- minin effect and H the co- conta stage	ompany operates a proactive system for the prevention of contamination of Lits by pests and ensures there are effective controls and processes in place to nise pest activity. This includes ensuring an integrated pest management system is likely implemented. This procedure is used in conjunction with written Prerequisites (ACCP plans to ensure adequate pest control. The Hazards Associated with pests are ontamination of food by bacteria from pests and their droppings and also unwanted mination of food with pests' bodies, eggs, hairs or droppings. At the factory design measures are taken to reduce the risk of contamination by aiming to restrict the s of pests on site.
infest inclus Proce	materials, packaging and finished products are stored so as to minimise the risk of lation. Where stored product pests are considered a risk, appropriate measures are ded in the control programme. All incoming goods are inspected for pest infestation, iss equipment handling raw materials witherable to infestation is identified and kuled inspection undertaken.
	ildings are required to be adequately proofed to prevent the access of pests as ibed in:
1	PRP 4.1 Design and Construction of Buildings Prerequisite Programmes PRP 4.3 Size Location and Standards Prerequisite Programmes PRP 5.1 Layout of Premises and Workspace Prerequisite Programmes PRP 5.3 Internal Structure Prerequisite Programmes
	rent Reference Management of Pest Control PRP 12

Prerequisite Programmes Verification Records

Corresponding verification record templates are provided:

Management of Pest Control PRP Verification	
Management of Pest Control Verific	ation Audit
Auditor Name	
Date	
Site Standard	Audit Findings
Is a proactive system for the prevention of contamination of products by pests in place?	ATTICS CONTONET
Does the system ensure that there are effective controls and processes in place to minimise pest activity?	
At the factory design stage are measures taken to reduce the risk of contamination by aiming to restrict the access of pests in all areas?	
Are hygiene, cleaning, incoming materials inspection and monitoring procedures implemented to deter pest activity?	
Are raw materials, packaging and finished products stored so as to minimise the risk of infestation?	
Where stored product pests are considered a risk, are appropriate measures included in the control programme?	
Are all incoming goods inspected for pest infestation?	
Is process equipment that handles raw materials vulnerable to infestation identified and scheduled inspection undertaken?	
Are all buildings adequately proofed?	
Are animals are prevented from accessing the site?	
is the Technical Manager responsible for managing Pest Control on site, liaison with the Pest Control Contractor and maintenance of the Pest Control File?	

Operational Prerequisite Programmes Manual

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

intro	duction
Brea Pref	company has established, documented and implemented a Glass & Brittle Material logg Procedure for the site, which is maintained as part of the Operational equisite programme in order to meet the requirements of the Food Safety Guality agament System and ensure the safe production of products.
Scot	1
	scope of the Glass & Brittle Material Breakage Procedure includes all products ufactured on site and activities conducted on site.
Glas	s & Brittle Material Breakage Procedure
the	Glass and Brittle Plastic Breakage procedure applies to all Glass and Brittle Plastic in actory manufacturing and storage areas. This procedure is to ensure that product amination is avoided.
I.	In the event of a glass or brittle plastic breakage production must be stopped immediately.
20	A Shift Manager must be informed immediately.
3.	All Personal must remain at their work place until the Shift Manager arrives to instruct and supervise the relevant staff as per this procedure.
40	The area must be quarantined.
5.	Any pieces of glass or brittle plastic must be removed.
Q ,]	Collect all the pieces of glass or brittle plastic and place into a strong labelled
73	disposable plastic bag and pass to the Technical Manager for further investigation. The surrounding area must be cleaned with a dedicated red broom and dedicated
A4.3	red dustpart and the contents placed into another strong disposable bag together
	with the red broom and red dustpart.
8.	The bag must be safely discarded in the outside waste container.
9.	All staff must be checked for glass or brittle plastic debris in their footwear and
	protective clothing.
10.	All protective clothing must be changed.
11.	The Engineering Manager must be informed of the breakage so that repairs may be carried out immediately.
Uecu	terri Neference Gass & Ertifie Material Brisikage Procedure OPRF 8
Peys	ant I hew min
Own	nd by, Technical Manager srived By: General Manager

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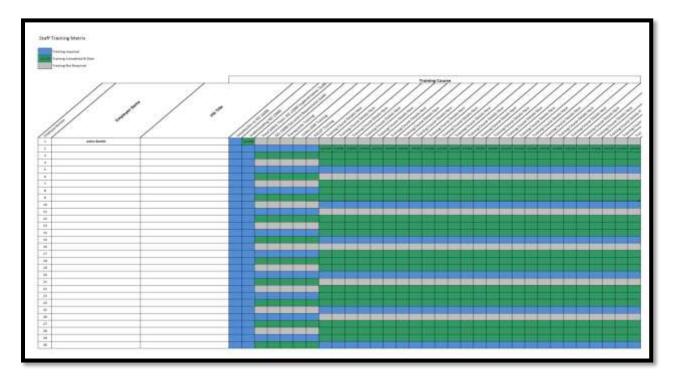
Laboratory Quality Manual

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.

	FG Laboratory Quality Manual	
	CONTENTS	
1.	Quality System	
2.	Organisation and Management	
3.	Personnel	
4.	Laboratory Accommodation and Environment	
5.	Personnel Hygiene	
6.	Confirmation of Work and Client Requirements	
7.	Handling Test Items	
8.	Test Methods	
9.	Bench Practices	
10.	Assuring Quality of Results	
11.	Equipment, Calibration and Measurement Traceability	
12.	Calibration Standards / Reference Materials	
13.	Reporting Test Results	
14.	Records	
15.	Purchase of Outside Services, Supplies and Laboratory Consumables	
16.	Non-Conforming Work	
Revision 1 Owned by:	Reference <mark>Laboratory Quality Manual</mark> 1 st May 2014 Laboratory Supervisor By: Technical Manager	

<u>Training</u>

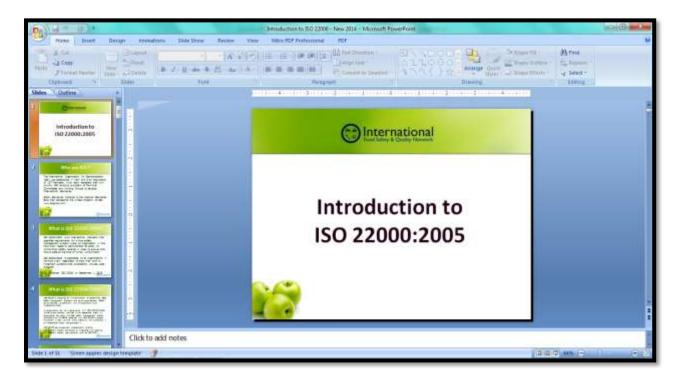
A significant part of the implementation process is training. A training matrix and record templates are provided.

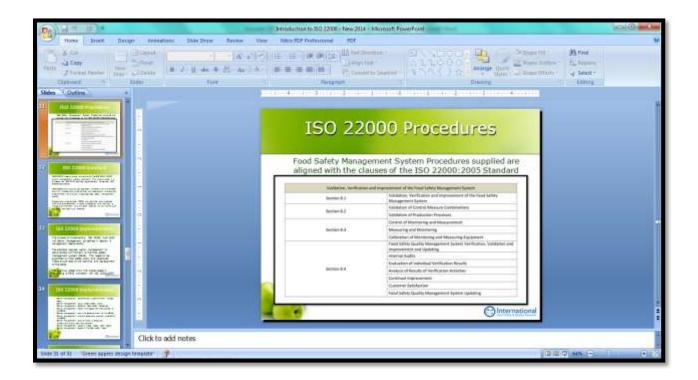


Name:		Employee Number:			
Company Start	Date:	Position:			
Period Training Required	Details of Internal Training o	r External Training Course	Dates of Training	Signed (Trainee)	Assessed as Competent Signer (Trainer)
Weeks 1 - 4	Induction		_		
	Food Safety & Quality Policy Briefing				15
	Food Safety & Quality Policy Briefing Food Safety & Quality Objectives				
	Food Safety & Quality Objectives Health and Safety Procedure				
	Food Safety & Quality Objectives Health and Safety Procedure Records monitoring and control				
	Food Safety & Quality Objectives Health and Safety Procedure Records monitoring and control Environment and Waste Management				
	Food Safety & Quality Objectives Health and Safety Procedure Records monitoring and control Environment and Waste Management Packing Procedure				
Weeks 5 - 13	Food Safety & Quality Objectives Health and Safety Procedure Records monitoring and control Environment and Waste Management				

Introduction to ISO 22000

This 45 minute PowerPoint presentation will introduce the ISO 22000 standard to employees and explain exactly how to start the process of implementing an ISO 22000 compliant Food Safety Management System.

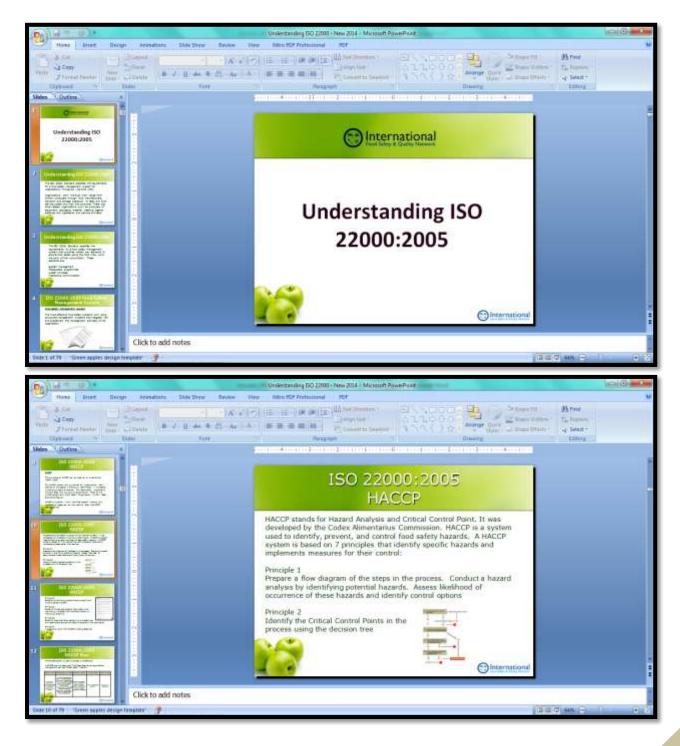




Understanding ISO 22000 - New 2014

An Understanding ISO 22000_interactive PowerPoint training guide supplied can be used to aid your staff in understanding the ISO 22000:2005 standard. It includes:

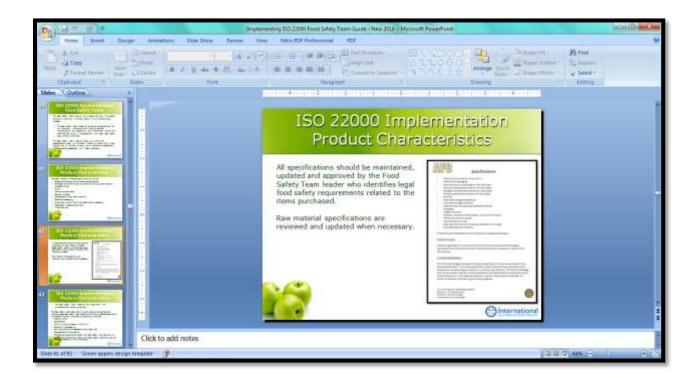
- The key elements to ensuring food safety
- ✓ An explanation of prerequisite programmes
- ✓ The principles of HACCP
- ✓ ISO 22000 definitions



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 exactly how to implement an ISO 22000 compliant Food Safety Management System.



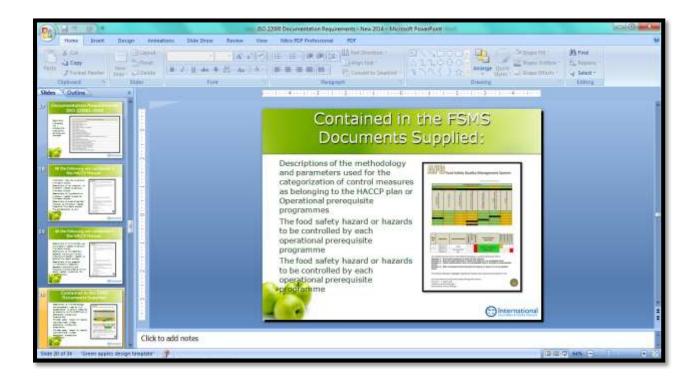


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ISO 22000 Document Requirement Guide

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

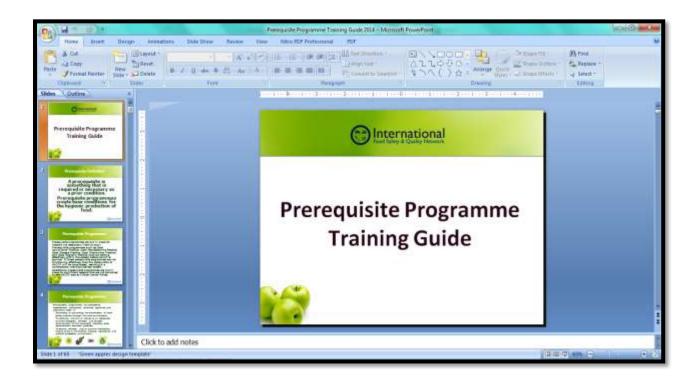


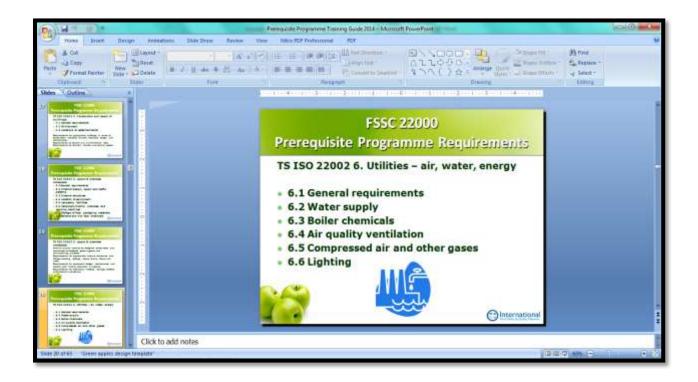


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Prerequisite Training

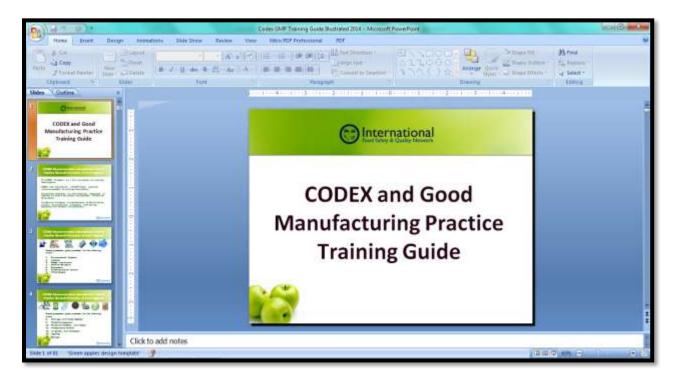
The Prerequisite Programme PowerPoint presentation supplied explains the part that prerequisites play in an ISO 22000 compliant Food Safety Management System.

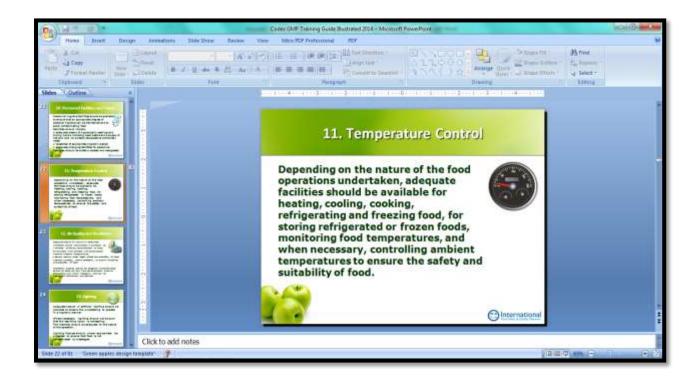




Codex GMP Training

This interactive PowerPoint presentation explains CODEX & Good Manufacturing Practice Guidelines. The CODEX Principles lay a firm foundation for ensuring food hygiene. The controls described are internationally recognized as essential to ensure food safety.

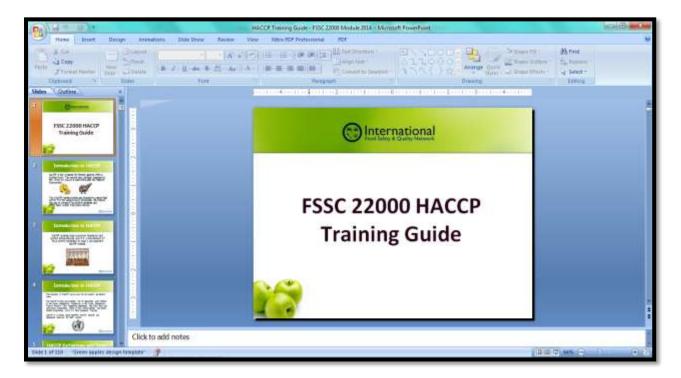


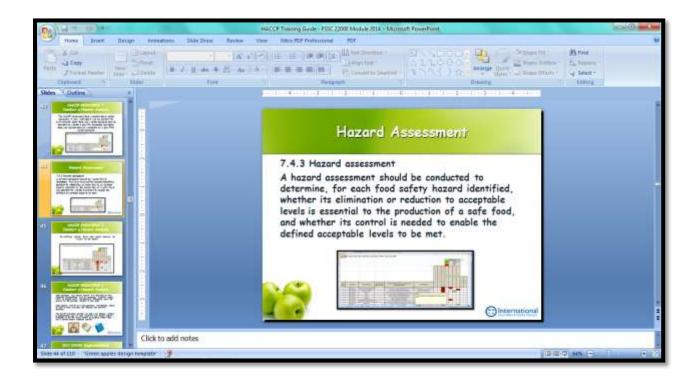


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HACCP Training

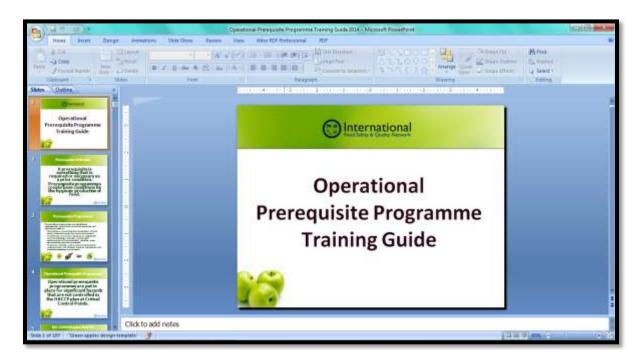
An interactive and illustrated PowerPoint HACCP training presentation is supplied to train your food safety team in the preliminary steps to a Hazard analysis, the principles of HACCP and how to utilise the HACCP calculator in implementing your HACCP system.





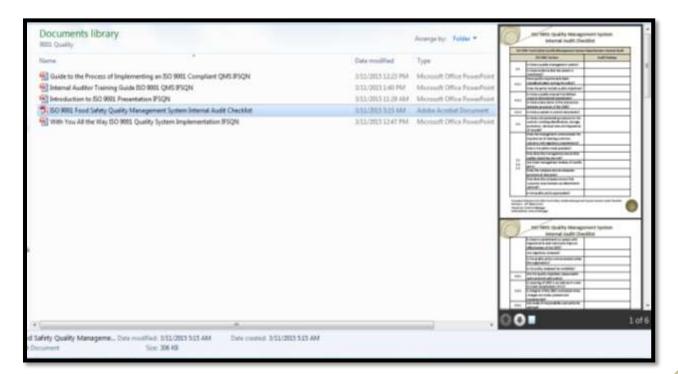
Operational Prerequisite Training

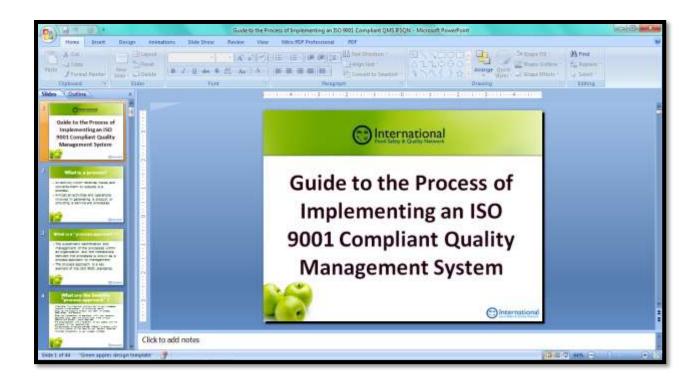
This presentation supplied explains the role of operational prerequisites in an ISO 22000 compliant Food Safety Management System.



ISO 9001 Training Guides

The package includes training presentations to be used should you wish to add the quality element of the FSSC 22000 certification scheme.





Training Software

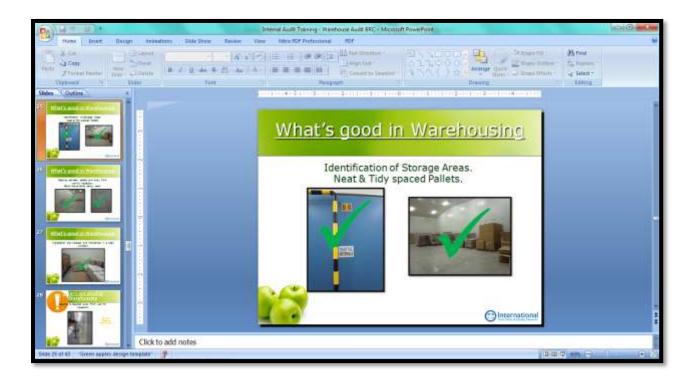
The interactive and illustrated PowerPoint HACCP, CODEX GMP, Prerequisites and Internal Audit training presentations are supplied with training software.



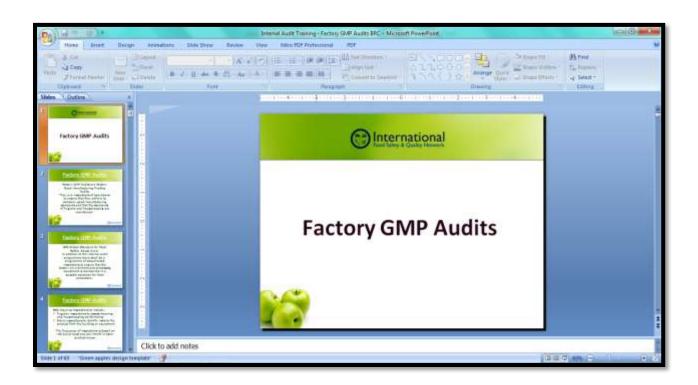
Internal Auditing & Checklists

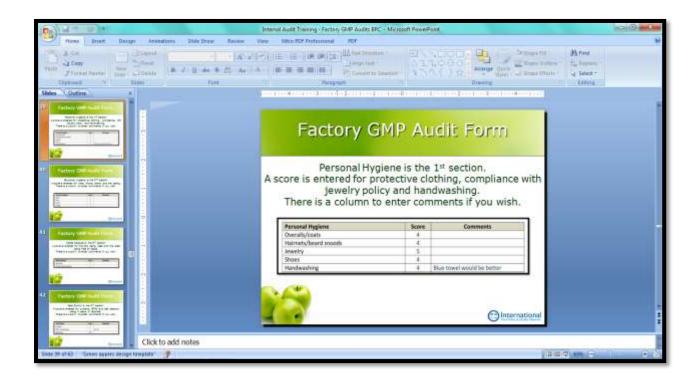
There are PowerPoint Internal Auditor training presentations and audit checklists which cover the requirements of ISO 22000, ISO 9001 and TS ISO 22002.





There are PowerPoint Internal Auditor training presentations and audit checklists which cover the requirements of ISO 22000 and TS ISO 22002. There is a sample Warehouse Audit Presentation and a Hygiene Audit Presentation.





Internal Audit Checklists

There is a checklist for each section of the ISO 22000 standard plus there are verification records for prerequisite programmes that can be used for internal auditing.

Products Internal A	udit Checklist
ISO 222000 Food Safety Management Syst	em Requirements Internal Audit
ISO 22000 Clause	Audit Findings
7 Planning and Realization	of Safe Products
Does the organisation operate and ensure the effectiveness of the planned activities identified as being required for the realization of safe products?	
7.2 Prerequisite Progra	mmes (PRPs)
Are PRPs maintained to control the likelihood of introducing food safety hazards to the product through the work environment? Are PRPs maintained to control biological, chemical and physical contamination of the product(s), including cross contamination between products? Are PRPs maintained to control food safety hazard levels in the product and product processing environment? Are the PRPs appropriate with regard to food safety? Are the PRPs appropriate to the nature of the organisation and products? Are PRP programmes implemented as applicable? (e.g. Allergen Controls on certain lines)	
Are the PRPs approved by the food safety team?	
Have statutory and regulatory requirements related to PRPs been established?	
Have statutory and regulatory requirements, customer requirements, recognized guidelines, Codex principles, industry codes of practices, national and international standards been used	

Owned by: Technical Manager

Authorised By: General Manager

Project 22000

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

Senior Management Implementation Guidance & Checklists

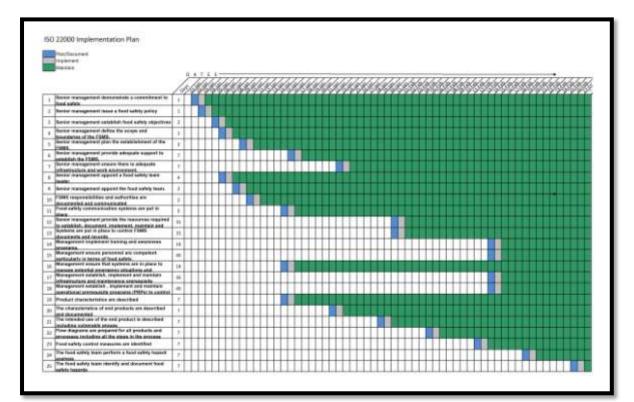
An 11 step Senior Management Implementation Checklist and Guidance are provided.

	Step Two: Senior Management Implementation
1	in 11 etec: Sentor Management Implementation checklist is provided nat establishes your Food Swfety Management System fundamentatis voluding Food Safety Policies and Objectives.
1	Tie checklat guides Serior Management:
	 In planning the establishment of the PBMS. In providing adequate support to establish the PSMS. In encoding them is adequate infraatculars and work environment. In advanting the support of the support of the support environment.
	This stage requires the Benor Management to meet and establish the sundations for the Food Safety Management System.
	 Formutating a checklat of Classmer, Regulatory, Statutory and other research Food Safety requirements. Clascias Which Food Safety requirements the company should address and develop relevant policies. Based on the Food Safety Policy Management Policies establish Food Safety Chipertwes. Define the acops and boundaries of the PSMS Plan the establishment of the FMS3 using the popled planter Provide adoptation to establish the FBMS Example there is adequate infrastructure and work environment. Allocate reagonshifty and establish appropriate internal and external communication (including the food charm) charmete
	meeting should now be co-ordinated involving all the Sentor Innagement Team.

	Secial management formulate a checkle and other measure Food Safety requires	ist of Customer, Regulatory, Paratary					
	Customer/Regulatory/Statutory/Other	Bacord Details					
Action: I)	-						
	Service Management decides which Food Safety regularments the company should address and develop relevant policies.						
	Kaquanament	Policy Details					
Acton							
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Project Plan

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

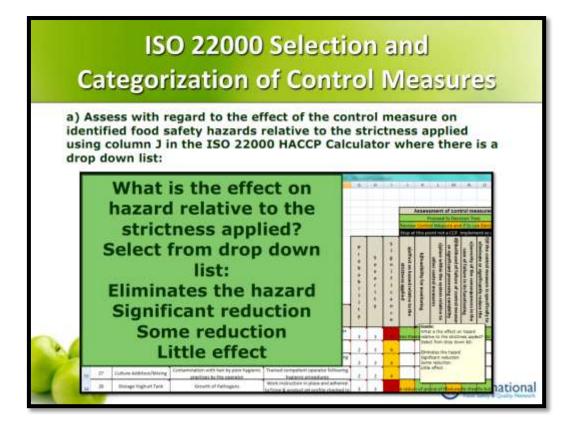


	Project Planning Tasks	Responsibility	Comments	Due Date for Completion	Date Completed
1)	Senior management demonstrate a commitment to food safety	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
2)	Senior management issue a food safety policy	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
3)	Senior management establish food safety objectives	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
4)	Senior management define the scope and boundaries of the FSMS.	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
5)	Senior management plan the establishment of the FSMS.	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
6)	Senior management provide adequate support to establish the FSMS.	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
7)	Senior management ensure there is adequate infrastructure and work environment.	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
8)	Senior management appoint a food safety team leader	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
9)	Senior management appoint the food safety team.	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
10)	FSMS responsibilities and authorities are documented and communicated	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
11)	Food safety communication systems are put in place	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
12)	Senior management provide the resources required to establish, document, implement, maintain and update the FSMS.	Senior Management Team	Completed in Step 2	10/6/14	9/6/14
13)	Systems are put in place to control FSMS documents and records	Steering Group	Use QM Document Control & QM		

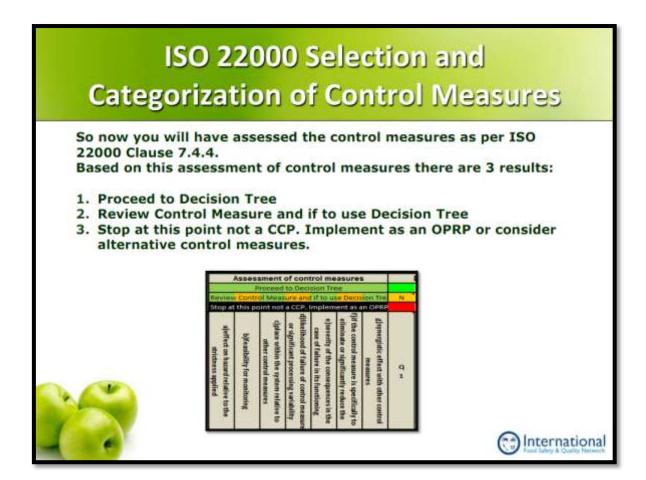
HACCP Implementation Guidance

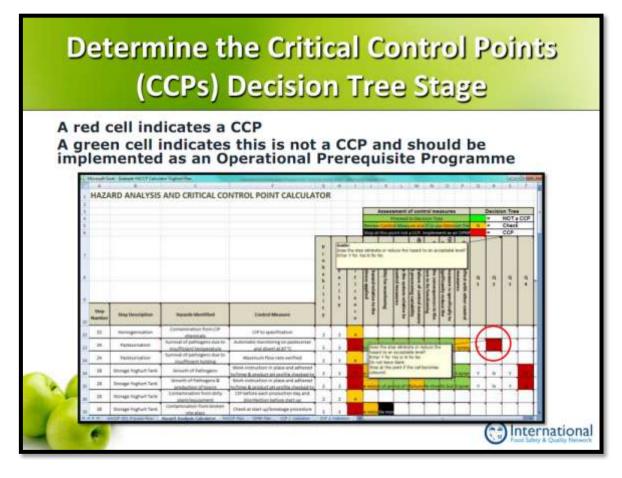
We provide step by step guidance to implementing your HACCP using the ISO 22000 HACCP Calculator.

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Comprehensive Implementation Workbook



A 200 page workbook is provided to assist in the implementation of your FSSC 22000 compliant 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: Senior Management Implementation
- ✓ Step Three: Food Safety Quality Management System
- ✓ Step Four: Project 22000 including HACCP Implementation
- ✓ Step Five: Internal Auditing & Checklists
- ✓ Step Six: Review and Updating
- ✓ Step Seven: Final Steps to FSSC 22000 Certification

Free online support via e-mail

We provide online support and expertise to assist you in developing your FSSC 2000 Food Safety Management System. We have customers who list us in their HACCP Team. Support is guaranteed until you achieve certification.

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

Downloads	Name	Date modified	Туре	Size
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Libraries	Allergen Warning Label - Eggs	1/27/2014 9/34 PM	Microsoft Office	15 KB
Documents	Allergen Warning Label - Fish	1/27/2014 9:32 PM	Microsoft Office	15 KB
Music	Allergen Warning Label - Lupin	1/27/2014 9:26 PM	Microsoft Office	15 KB
Pictures	Alfergen Warning Label - Milk	1/27/2014 9:35 PM	Microsoft Office	15 KB
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Allergen Management Module & Risk Assessment Tool

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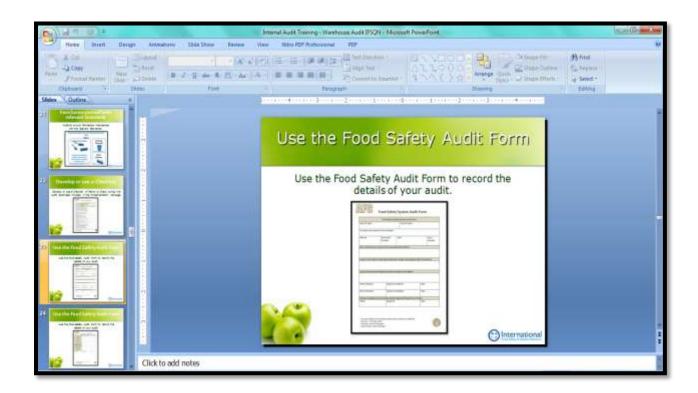
New Product Development Module

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Recent Places	SPSPEC 001 Whole Milk Summer Fruit Bio Yoghurt 100g Specifica	2/4/2014 10:18 PM	Microsoft Office	31 88
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Documents	MPD 001 Product Development Plan	2/4/2014 10:16 PM	Microsoft Office	37 88
Music	NPD 002 Product Development Brief Sign Off Form	2/4/2014 10:15 PM	Microsoft Office	27 88
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Complaint Management Guidelines & Analyser

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Extended Internal Audit Training



Hygiene Inspection Training



Unannounced Audit Guidance

nternal Communication		
Unannounced audits are conduc responsible for ensuring that ap impending audit is communicate	propriate communicati	
Communication processes inclu	ie:	
 Staff reviews Daily Management me Shift Handover meetin Newsletters 		
 Notice boards Preparation Prior to Audit Prior to the unannounced audit 		ines are established to ensure all nd completed correctly.
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Notice boards Preparation Prior to Audit Prior to the unannounced audit arocedures and records are avai Job Title	lable, kept up to date a	nd completed correctly.
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Verification Schedule Risk Assessment Tool and Template

1	ISO 22000 Audit Plan with Risk Ratin											
2												
3	High Risk - Quarterly Audits											
4	Medium Risk - Six Monthly Audits											
5	Low Risk - Annual Audit											
6		Fail	ure Assessm									
7		Possibility	Severity	Significance	Comments							
8	Section 4 Food Safety Management System											
9	4.1 General Requirements	1	2	2								
10	4.2 Documentation	1	2	2								
11	4.2.2 Document Control	2	3	6								
12	4.2.3 Record Control	2	3	6								
13	Section 5 Management Responsibility											
14	5.1 Management Commitment	2	3	6								
15	5.2 Food Safety Policy	2	3	6								
16	5.3 FSQMS Planning	2	3	6								
17	5.4 Responsibility & Authority	2	3	6								
18	5.5 Food Safety Team Leader	2	3	6								
19	5.6 Communication	2	3	6								
20	5.6.1 External Communication	2	3	6								
21	5.6.2 Internal Communication	2	3	6								
22	5.7 Contingency preparedness and response	3	3	9								
23	5.8 Management Review	2	3	6								
24	Section 6	Resource Ma	anagement									
25	6.1 Provision of Resources	2	2	4								
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Benefits of FSSC 22000 Certification

Food Safety Management System Certification can be seen by some Senior Managers as an unnecessary and bureaucratic activity. For this reason Senior Management need to understand the benefits of an effective Food Safety Management System:

- A Food Safety Management System structured with the principles of HACCP will have a clear focus on food safety which is a fundamental requirement of any food business
- An effectively implemented and applied HACCP based Food Safety Management System will improve customer confidence in the safety of food
- ✓ A Food Safety Management System based on HACCP takes a preventative approach that is designed to reduce and liabilities.
- An effective Food Safety Management System demonstrates management commitment to the supply of safe products.
- Food Safety Management System Records provide evidence of due diligence
- HACCP based Food Safety Management Systems can be combined with other management systems such as ISO 9001:2008. This combination provides a Food Safety based system also considers quality
- Certification to the FSSC 22000 Global Standard for Food Safety gives all interested parties a clear message that the organisation is serious about Food Safety

In order to ensure a Food Safety Management System is effectively implemented management within an organisation need to understand:

- ✓ The benefits of a Food Safety Management System
- ✓ How lack of an effective Food Safety Management System can cause food borne illness
- ✓ That a HACCP based Food Safety Management System really is a minimal system to ensure maximum control
- ✓ That a HACCP based Food Safety Management System enables
- businesses to optimise the use of resources by control of CCPs in an logical manner

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

- ✓ Lack of pre-requisite programmes
- Over-complex and unmanageable systems with too many critical control points (CCPs), partly resulting from a misunderstanding of the role of prerequisite hygiene programs (PRPs) and an inability to conduct proper hazard analysis.
- Ineffective monitoring and corrective actions due to poor training and verification procedures.
- Excessive documentation and lack of focus due to over-complex systems.
- ✓ Poor validation and verification due to lack of expertise.
- ✓ Over complication of HACCP implementation

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 FSSC 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 FSSC 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 FSSC 22000 Global Standard for Food Safety. The system also provides guidance on how to manage and implement a HACCP system and determine 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 FSSC 22000 Food Safety Management System is backed up by expert support which is always available to provide assistance in developing the system."