

[BRC Food Safety and Quality Management System from  
www.brcfoodsafety.com](http://www.brcfoodsafety.com)



This is an ideal package for Food Manufacturers looking to meet British Retail Consortium Food Standard 2011 (Issue 6) for Food Safety Quality Management Systems.

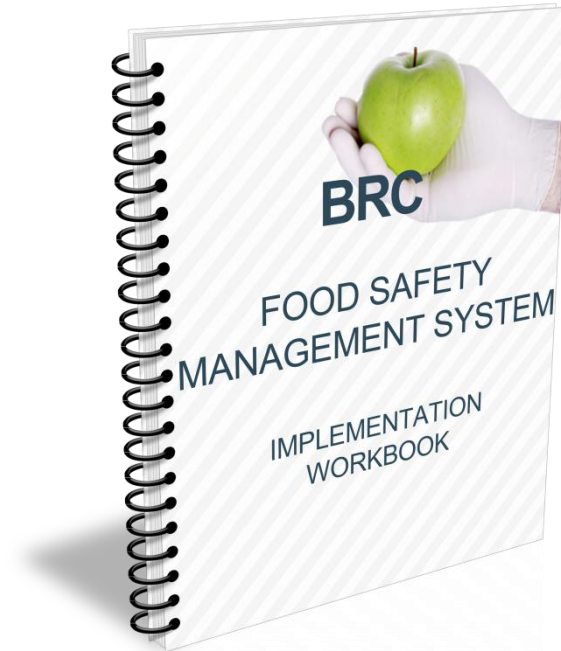
**Our BRC Food Safety Quality Management System** is the most comprehensive system available anywhere on the internet and contains:

- ✓ **Procedures Manual**
- ✓ **Record Templates**
- ✓ **HACCP Manual containing the HACCP Calculator**
- ✓ **HACCP Training & Exam**
- ✓ **BRC Standard for Food Safety Training Module**
- ✓ **BRC Global Standard for Food Safety Gap Analysis Checklist**
- ✓ **Laboratory Quality Manual**
- ✓ **Internal Audit Training**
- ✓ **Food Safety Manual BRC Compliance Guide**
- ✓ **Free online support via e-mail**

[For more information contact us at www.brcfoodsafety.com/contact.php](http://www.brcfoodsafety.com/contact.php)

[To order the BRC Food Safety Quality Management System click here](#)

**Our BRC Food Safety and Quality Management System now includes a 200 page Implementation Workbook:**



We have written this workbook to assist in the implementation of your BRC food safety management system. The workbook is divided into 8 steps that are designed to assist you in implementing your food safety management system effectively:

- ✓ Step One: Introduction to the BRC Global Standard for Food Safety
- ✓ Step Two: Assessment of Prerequisites
- ✓ Step Three: Senior Management Implementation
- ✓ Step Four: Food Safety Plan/HACCP Implementation
- ✓ Step Five: Food Safety Quality Management System
- ✓ Step Six: BRC Implementation & Training
- ✓ Step Seven: Internal Auditing Training & Checklists
- ✓ Step Eight: Final Steps to BRC Certification

The Workbook guides you the process of implementing our BRC Food Safety Quality Management System, which is an ideal package for Food Manufacturers looking to meet British Retail Consortium Food Standard 2011 (Issue 6) for Food Safety Quality Management Systems.

## **Procedures Manual**

A comprehensive set of top level documents that cover all the requirements of the BRC standard and form the basis of your food safety quality management system. We have written the procedures to match each section and clause of the standard for ease of implementation:

### **Section 1**

- QM 1.1 Senior Management Commitment
  - QM 1.1.1 Food Safety and Quality Policy
  - QM 1.1.2 Food Safety and Quality Objectives
  - QM 1.1.3 Senior Management Review
  - QM 1.1.4 Management Review
  - QM 1.1.5 Human and Financial Resources
  - QM 1.1.6 Communication
- QM 1.2 Responsibility and Authority
- QM 1.3 Customer Focus

### **Section 2**

- QM 2.1 HACCP Team
- QM 2.2 HACCP Prerequisites
- QM 2.3 HACCP Scope and Product Information
- QM 2.4 HACCP Intended Use
- QM 2.5 HACCP Flowcharts
- QM 2.6 HACCP Flowchart Verification
  - QM 2.7.1 Hazard Identification
  - QM 2.7.2 Hazard Assessment
  - QM 2.7.3 Identification and Assessment of Control Measures
- QM 2.8 Identification of Critical Control Points (CCPs)
- QM 2.9 Establishing Critical Limits for each CCP
- QM 2.10 Establishing a Monitoring System for each CCP
- QM 2.11 Establishing a Corrective Action Plan
- QM 2.12 Establishing Verification Procedures
- QM 2.13 Establishing HACCP Documents and Records
- QM 2.14 Review of the HACCP Plan

### **Section 3**

- QM 3.1 Food Safety and Quality Management System
- QM 3.2 Document Control
- QM 3.3 Control of Records
- QM 3.4 Internal Audit
- QM 3.5 Supplier and Raw Material Approval

- QM 3.6 Specifications
- QM 3.7 Corrective Action and Preventative Action
- QM 3.8 Control of Non-conforming Product
- QM 3.9 Identification and Traceability
- QM 3.10 Management of Customer Complaints
- QM 3.11.1 Management of Incidents
- QM 3.11.2 Product Recall Procedure

#### Section 4

- QM 4 Site Standards
- QM 4.1 External Standards
- QM 4.2 Site Security
  - QM 4.2.1 Control of Visitors and Contractors
- QM 4.3 Layout, Product Flow and Segregation
- QM 4.4 Building Fabric
- QM 4.5 Utilities - Water and Air
- QM 4.6 Equipment
- QM 4.7 Maintenance
- QM 4.8 Staff Facilities
- QM 4.9 Product Contamination Control
  - QM 4.9.1 Chemical Contamination Control
  - QM 4.9.2 Metal Contamination Control
  - QM 4.9.3 Control of Brittle Materials
  - QM 4.9.4 Control of Wood
- QM 4.10 Foreign Body Detection and Removal
- QM 4.11 Housekeeping and Hygiene
- QM 4.12 Waste & Waste Disposal
- QM 4.13 Pest Control
- QM 4.14 Storage
- QM 4.15 Dispatch and Transport

#### Section 5

- QM 5.1 Product Design & Development
- QM 5.2 Management of Allergens
  - QM 5.2.1 Nut Control Procedure
  - QM 5.2.2 Types of Allergens
- QM 5.3 Identity Preserved Materials
- QM 5.4 Product Packaging
  - QM 5.5.1 Product Inspection
  - QM 5.5.2 Laboratory Quality Manual
- QM 5.6 Product Release

# BRC Food Safety and Quality Management System from www.brcfoodsafety.com

## Section 6

QM 6.1 Control of Operations

QM 6.2 Weight Volume and Number Control

QM 6.3 Calibration

## Section 7

QM 7.1 Training

QM 7.2 Personal Hygiene

QM 7.3 Medical Screening

QM 7.4 Protective Clothing

## **AFC** Food Safety and Quality Management System

### Introduction

The company has planned, established, documented and implemented a food safety and quality management system for the site, which is maintained 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 that contribute to meeting the requirements of these standards and producing safe products.

### Scope

The scope of the Quality Management System includes all product categories, processes and activities conducted on site. These requirements are aligned with the policies and objectives of the site and include those of the BRC Global Standard for Food Safety Issue 6 2011.

### Due diligence

The Food Safety Quality 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 and Quality Management system is continually updated and complies with the latest food safety requirements.

Document Food Safety and Quality Management System QM 3.1  
Revision 1 31<sup>st</sup> July 2011  
Owned by: Technical Manager  
Authorised By: General Manager



## **AFC** Food Safety and Quality Management System

Should the company be required to outsource any process that may affect product conformity to the defined standards of the Food Safety Quality 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 quality management system. Detailed communication arrangements and food safety communication responsibilities for all levels of management are contained in the food safety and quality manual. The scope of the communication procedures applies to all members of staff, both full time and temporary.

The Management Representative for Food Safety and Quality is the Technical Manager, who retains responsibility and authority for external communication and liaison regarding the food safety management system. This responsibility for communication extends to ensuring there is sufficient information relating to food safety throughout the food chain. This communication includes documented agreements, contracts, specifications, product information, food safety leaflets, allergen advice and reports.

### Procedure

These processes and their interaction are documented within this manual and its procedures. The top level procedures of the Food Safety Quality Management System Procedures are divided into 7 sections and pre-fixed QM as follows:

#### Section 1

- QM 1.1 Senior Management Commitment
- QM 1.1.1 Food Safety and Quality Policy
- QM 1.1.2 Food Safety and Quality Objectives
- QM 1.1.3 Senior Management Review
- QM 1.1.4 Management Review
- QM 1.1.5 Human and Financial Resources
- QM 1.1.6 Communication

Document Food Safety and Quality Management System QM 3.1  
Revision 1 31<sup>st</sup> July 2011  
Owned by: Technical Manager  
Authorised By: General Manager





## Calibration

### Introduction

The company has established, documented and implemented a Calibration System for monitoring and measuring equipment on site, which is maintained in order to ensure conformity to product requirements in accordance with international standards and best industry practice. The processes that contribute to meeting the requirements of these standards have been determined.

### Scope

The scope of the Calibration System includes all equipment used to measure, monitor and manufacture product on site and activities conducted on site.

These requirements are aligned with the policies and objectives of the site and include those of BRC Global Standard for Food Safety Issue 6 2011.

### Procedure

The company maintains this procedure for the calibration of monitoring and measuring equipment on site.

An inventory of all monitoring and measuring equipment critical to product quality and safety or whose results can affect the conformity of product requirements is maintained by the Engineering Manager. All equipment used for thermal processes is designed to meet the specified process temperature gradient and holding parameters. Each piece of equipment is labelled with a unique identification code which is also used to identify it on all relevant documentation including calibration certificates. All equipment is also marked with relevant calibration information including a calibration due date.

All of the Measuring and monitoring Equipment is subject to regular servicing and preventative maintenance as per the Preventative Maintenance Schedule for Critical Equipment. The Equipment is also covered by maintenance contracts with the supplier. Records of all work including maintenance, servicing and calibration of all equipment are maintained and retained on site for a minimum of 3 years.

Document Reference Calibration QM 6.3  
Revision 1 31<sup>st</sup> July 2011  
Owned by: Technical Manager  
Authorised By: Site Director



## Corrective Action and Preventative Action

### Introduction

The company has established documented and implemented procedures for corrective action and preventative action for the site, which are maintained in order to continually improve the food safety quality management system effectiveness in accordance with international standards and best industry practice.

### Scope

The scope of the procedures for corrective action and preventative action includes all products manufactured on site and activities conducted on site. These requirements are aligned with the policies and objectives of the site and include those of BRC Global Standard for Food Safety Issue 5 2008.

### Corrective Action Procedure

Corrective Action is the action taken to eliminate the cause of an existing non-conformance in order to prevent a recurrence. The procedure for corrective action is managed by the Food Safety Representative (Technical Manager). This procedure defines that when Non-Conformances are raised a corresponding agreed corrective action is raised to eliminate the non-conformance and the cause of the non-conformance and that action is taken to reduce the risk of or prevent a recurrence.

Routine Corrections and Corrective Actions are initiated by authorised personnel as documented in Operational PRPs and the HACCP plan. Incidents where correction and corrective action has been taken are recorded and reported to the Food Safety Representative. The Food Safety Representative reviews the corrections and corrective actions taken to ensure they are effective and also monitors the source and type of nonconformity so that any adverse trends are recognised and preventative action taken.

When implementing a corrective action, the time and resource required takes into consideration the significance of the non-conformance.

The Food Safety Representative reviews Food Safety Management System data on a daily basis in the form of a daily exception report. Sources of non-conformances requiring corrective action include the following;

Document Reference Corrective Action and Preventative Action QM 3.7  
Revision 1 31<sup>st</sup> July 2011  
Owned by: Technical Manager  
Authorised By: General Manager



**Record Templates**

A comprehensive range of 36 easy to use record templates including:

- 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

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www.brcfoodsafety.com

- 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



**Complaint Investigation Form**

<b>Product Details</b>			
<b>Nature of Complaint and Details</b>			
<b>Customer Name</b>			
<b>Customer Address</b>			
<b>Customer Contact Phone Number</b>			
<b>Date received</b>		<b>Use By Date</b>	
<b>Date of Production</b>		<b>Packing Line</b>	
<b>Production Start</b>		<b>Production End</b>	
<b>Complaint category</b>		<b>Quantity Produced</b>	
<b>Details of any other complaints received from this production run:</b>			
<b>Details for each area of Investigation</b>			
<b>Raw Materials</b>			
<b>Packaging</b>			
<b>CCP Checks</b>			
<b>Processing</b>			
<b>Filling/Packing</b>			
<b>Storage &amp; Distribution</b>			
<b>Packaging details</b>			
<b>Laboratory Report</b>			

Document Reference Complaint Investigation Form QMR 018  
Revision 1 26th July 2011  
Owned by: Technical Manager  
Authorised By: General Manager



**Supplier Self Assessment Form**

Please answer all questions and provide any additional information that you feel is pertinent.

<b>Company Details</b>	
<b>Company Name:</b>	
<b>Address:</b>	
<b>Please provide Head Office address if different from above:</b>	
<b>Technical or Quality Manager Contact Details</b>	
<b>Name of Contact:</b>	
<b>Position Held:</b>	
<b>Telephone No:</b>	
<b>Fax No:</b>	
<b>Name of Deputy:</b>	
<b>What is the total number of employees in your company?</b>	
<b>How many people do you employ in direct labour?</b>	
<b>How many people are employed in your Quality Assurance Department?</b>	
<b>What levels of qualifications are held within your technical department?</b>	
<b>Products to be Supplied</b>	
<b>Product Name</b>	<b>Specification Number</b>
<b>Please provide a full product specification with each product supplied</b>	

Document Reference Supplier Self Assessment Form QMR014  
Revision 1 20th July 2011  
Owned by: Technical Manager  
Authorised By: General Manager





How the HACCP Calculator helps:

- ✓ A few simple steps take you through the hazard assessment and then significant hazards which require critical control point assessment are automatically highlighted.
- ✓ You do not need to refer to the hazard decision tree to assess critical control points as all of the decision tree questions and actions are included in the calculator.
- ✓ It makes the process of determining a critical control point simple, answer the questions at each stage and the calculator will show when a step is a critical control point.
- ✓ Saves time and hence money.
- ✓ It enables you to present your HACCP assessment in a clear and professional manner.
- ✓ It automatically starts to generate a HACCP plan as you work through your hazard assessment and critical control points.
- ✓ All your HACCP information can be held in a single document.

## Physical Hazards

Hazard	Potential Harm	Source
Glass	Cuts, bleeding; may require surgery to find or remove	Bottles, jars, light fixtures, utensils, gauge covers, etc.
Wood	Cuts, infection, choking; may require surgery to remove	Field sources, pallets, boxes, building materials
Stones	Choking, broken teeth	Fields, buildings
Metal	Cuts, infection; may require surgery to remove	Machinery, fields, wire, employees
Insulation	Choking; long-term if asbestos	Building materials
Bone	Choking	Improper processing
Plastic	Choking, cuts, infection; may require surgery to remove	Packaging, pallets, equipment
Personal effects	Choking, cuts, broken teeth; may require surgery to remove	Employees


The HACCP Manual includes a comprehensive list of potential chemical, biological and physical hazards which you can use as a checklist when carrying out your hazard analysis.

**BRC Standard for Food Safety Training Module**

A comprehensive illustrated and interactive training module of over 100 slides covering all the clauses of the standard.



BRC Global Standard for Food Safety  
Section 2 Food Safety/HACCP Plan



SECTION 2 FOOD SAFETY/HACCP PLAN

A comprehensive Food Safety System should be implemented and maintained based on Codex Alimentarius HACCP principles and reference should be made to relevant legislation and industry code of practices. Our HACCP Manual contains the templates to develop your HACCP plan.

20/10/09 [www.22000foodsafety.com](http://www.22000foodsafety.com) 14

BRC Global Standard for Food Safety  
Section 5 Product Control

SECTION 5.4 PRODUCT PACKAGING



Packaging should be fit for purpose, stored under conditions to prevent contamination/deterioration and comply with relevant food safety legislation. Procedures should be in place to confirm that product packaging conforms to specification. Certificates of food grade conformity and other relevant information should be maintained to confirm the packaging is suitable for its intended use. Packaging should be stored away from raw materials and finished product if deemed appropriate to prevent risk of contamination. Part used packaging should be protected prior to return to storage areas. e.g. bags resealed. Where packaging materials pose a product safety risk, special handling procedures should be in place to prevent product contamination or spoilage. If necessary product liners shall be coloured and of sufficient gauge of material to reduce the risk of product contamination.

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Review

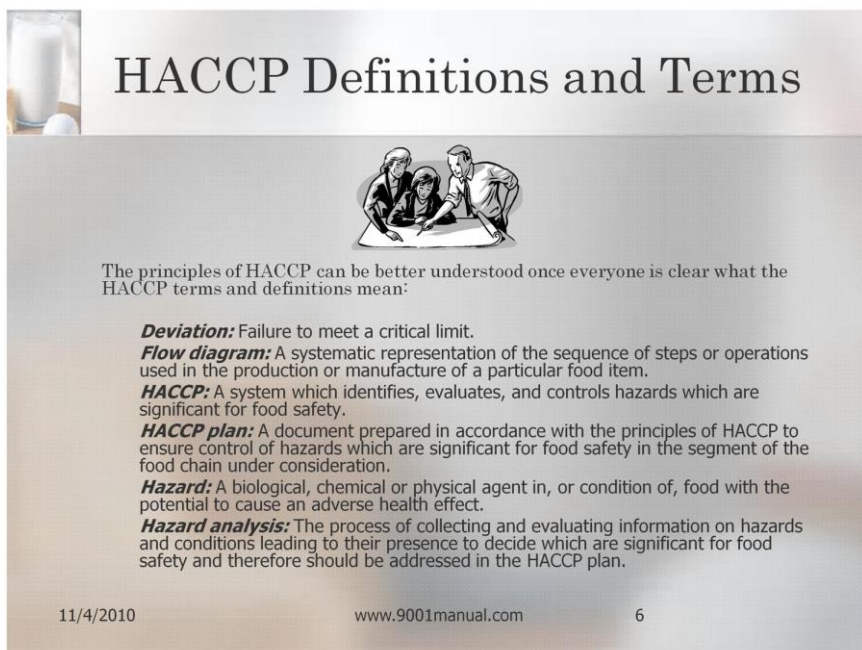
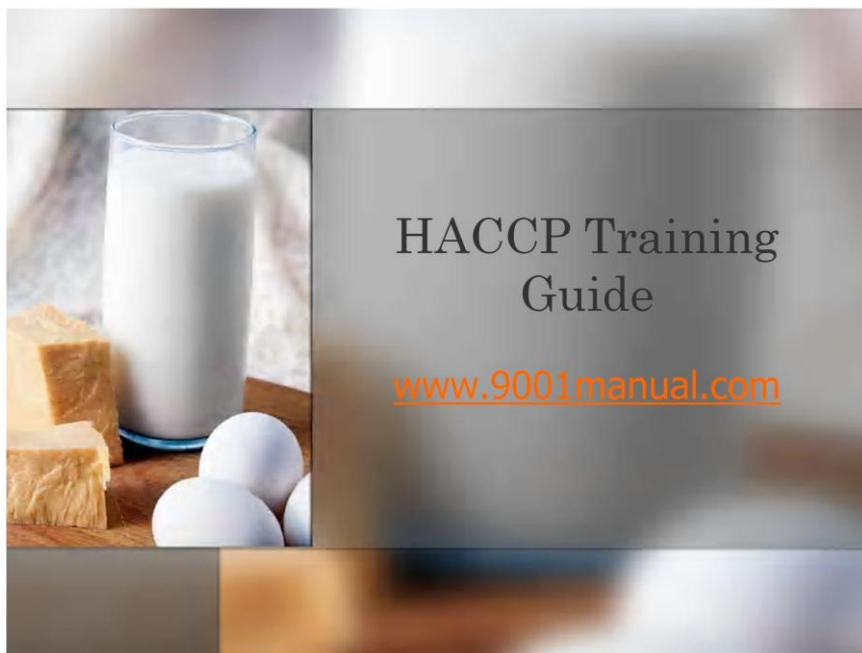
So were you paying attention?  
Which is the most appropriate definition of a prerequisite?  
Click on your answer.

- **A prerequisite is a condition that is put in place to control significant hazards**
- **A prerequisite is something that is required or necessary as a prior condition**
- **Prerequisites are usually validated**
- **All of the above**

20/10/09 [www.22000foodsafety.com](http://www.22000foodsafety.com) 101

## HACCP Training

An interactive and illustrated PowerPoint HACCP training presentation is supplied with the package for you to use 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.

The image shows a slide titled "HACCP Definitions and Terms". On the left, there is a small inset image of a glass of milk and eggs. The main title is in a large, dark font. Below the title is a small illustration of three people (two men and one woman) sitting around a table, looking at a document. The text on the slide explains that HACCP principles are better understood when everyone is clear on the terms. It then provides definitions for several key HACCP terms: Deviation, Flow diagram, HACCP, HACCP plan, Hazard, and Hazard analysis. At the bottom of the slide, there is a date "11/4/2010", the website "www.9001manual.com", and the page number "6".

**HACCP Definitions and Terms**

The principles of HACCP can be better understood once everyone is clear what the HACCP terms and definitions mean:

**Deviation:** Failure to meet a critical limit.

**Flow diagram:** A systematic representation of the sequence of steps or operations used in the production or manufacture of a particular food item.

**HACCP:** A system which identifies, evaluates, and controls hazards which are significant for food safety.

**HACCP plan:** A document prepared in accordance with the principles of HACCP to ensure control of hazards which are significant for food safety in the segment of the food chain under consideration.

**Hazard:** A biological, chemical or physical agent in, or condition of, food with the potential to cause an adverse health effect.

**Hazard analysis:** The process of collecting and evaluating information on hazards and conditions leading to their presence to decide which are significant for food safety and therefore should be addressed in the HACCP plan.

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Training Software

The interactive and illustrated PowerPoint HACCP training presentation is supplied with training software.

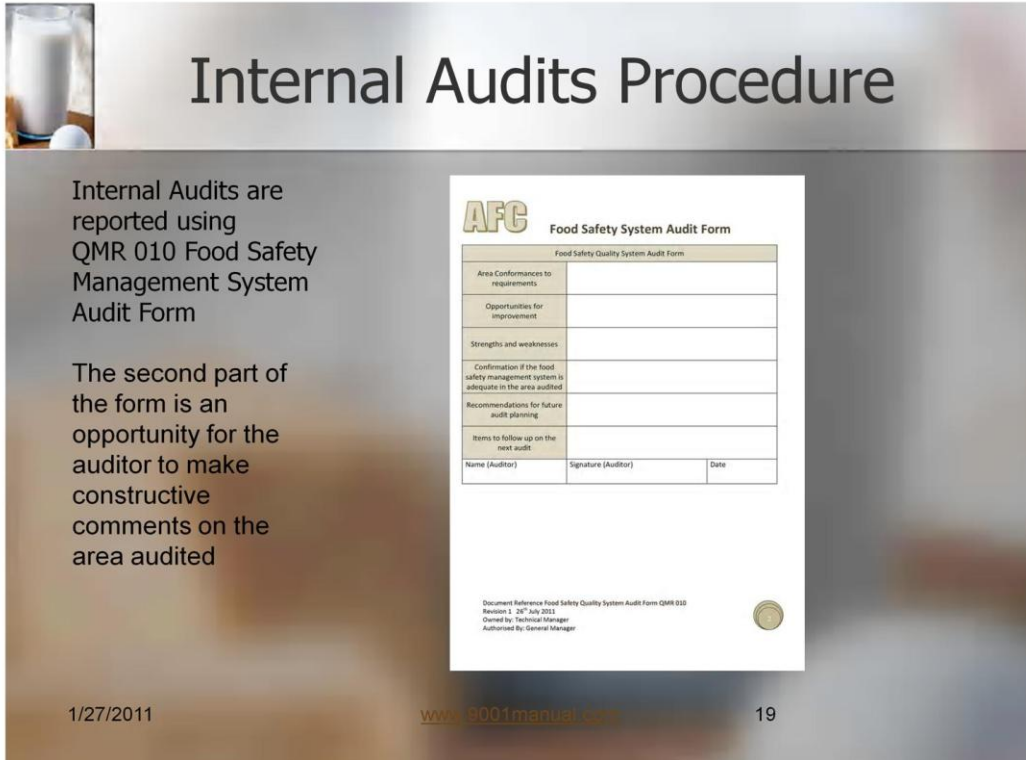


We have provided a multiple choice HACCP exam to evaluate your staff's progress with graphic certificates to print out.



**Internal Auditing Training & Checklists**

Internal Auditor Training - An interactive and illustrated Internal Audit training presentation to train your Internal Audit procedure.



**Internal Audits Procedure**

Internal Audits are reported using QMR 010 Food Safety Management System Audit Form

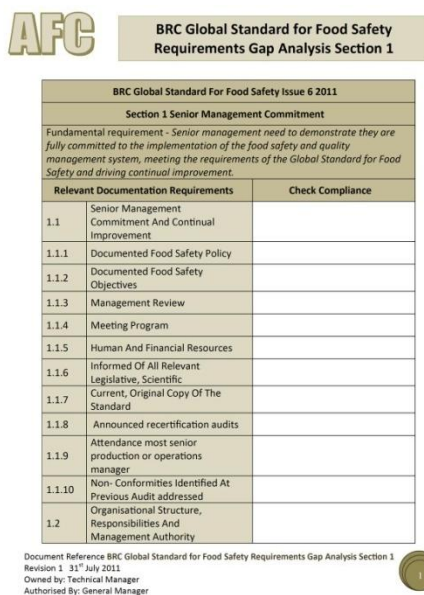
The second part of the form is an opportunity for the auditor to make constructive comments on the area audited

AFC Food Safety System Audit Form		
Food Safety Quality System Audit Form		
Area Conformances to requirements		
Opportunities for improvement		
Strengths and weaknesses		
Confirmation if the food safety management system is adequate in the area audited		
Recommendations for future audit planning		
Items to follow up on the next audit		
Name (Auditor)	Signature (Auditor)	Date

Document Reference Food Safety Quality System Audit Form QMR 010  
Revision 1 2nd July 2011  
Owned by: Technical Manager  
Authorised By: General Manager

1/27/2011 [www.9001manual.com](http://www.9001manual.com) 19

A gap analysis checklist covering each section of the standard is included which you will find invaluable in achieving certification.



**AFC BRC Global Standard for Food Safety Requirements Gap Analysis Section 1**

BRC Global Standard For Food Safety Issue 6 2011		
Section 1 Senior Management Commitment		
Fundamental requirement - Senior management need to demonstrate they are fully committed to the implementation of the food safety and quality management system, meeting the requirements of the Global Standard for Food Safety and driving continual improvement.		
Relevant Documentation Requirements		Check Compliance
1.1	Senior Management Commitment And Continual Improvement	
1.1.1	Documented Food Safety Policy	
1.1.2	Documented Food Safety Objectives	
1.1.3	Management Review	
1.1.4	Meeting Program	
1.1.5	Human And Financial Resources	
1.1.6	Informed Of All Relevant Legislative, Scientific	
1.1.7	Current, Original Copy Of The Standard	
1.1.8	Announced recertification audits	
1.1.9	Attendance most senior production or operations manager	
1.1.10	Non-Conformities Identified At Previous Audit addressed	
1.2	Organisational Structure, Responsibilities And Management Authority	

Document Reference BRC Global Standard for Food Safety Requirements Gap Analysis Section 1  
Revision 1 31st July 2011  
Owned by: Technical Manager  
Authorised By: General Manager

## **Laboratory Quality Manual**

A comprehensive Laboratory Quality Manual compliant with the CLAS standard (Campden Laboratory Accreditation Scheme) provided in Microsoft Word format. Campden laboratory accreditation scheme sets standards for good laboratory practice and complies with the BRC Global Standard for Food Safety. The laboratory quality manual includes template records, procedures and product sampling plans.



## **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

Document Reference Laboratory Quality Manual QM 5.5.2  
Revision 1 31<sup>st</sup> July 2011  
Owned by: Technical Manager  
Authorised By: Site Director



[BRC Food Safety and Quality Management System from  
www.brcfoodsafety.com](http://www.brcfoodsafety.com)

**Free online support via e-mail**

We provide online support and expertise to assist you in developing your Food Safety Management System. We have customers who list us in their HACCP Team.

[For more information contact us at www.brcfoodsafety.com/contact.php](http://www.brcfoodsafety.com/contact.php)

**To order the BRC Food Safety Quality Management System click  
here**

### **Benefits of BRC 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 BRC 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 BRC Food Safety Management System has been designed to overcome the problems that can be encountered when implementing an effective system including:

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[www.brcfoodsafety.com](http://www.brcfoodsafety.com)

- ✓ 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 BRC 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 BRC 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 BRC 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 BRC Food Safety Management System is backed up by expert support which is always available to provide assistance in developing the system.”