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QM 2 Hazard Analysis and Critical Control Points

Introduction

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 hazard analysis based on the Codex Alimentarius HACCP principles and the requirements of BRC Global Standard for Food Safety Issue 5 2008.

The Food Safety Manual demonstrates due diligence of the company in the effective planning, development and implementation of the food safety management system. These documents are fully supported by the completion of a HACCP plan and 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. 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.

The Food Safety Management System is fully supported by established verification procedures and validation of the control measures/combination of control measures that are implemented through the operational pre-requisite programmes or the HACCP plan.

Management Commitment

We are a leading food company committed to produce safe and legal products in line with legislation and to continuously improve our standards of hygiene, quality and safety in relation to both our product range and the environment in which we manufacture these products.

HACCP principles

HACCP is a system, which identifies specific hazards and implements measures for their control. All the HACCP's contained in this manual have been developed taking legislation requirements into consideration and using the seven basic principles detailed below: -

Principle 1
Prepare a flow diagram of the steps in the process. Conduct a hazard analysis by identifying potential hazards. Assess likelihood of occurrence of these hazards and identify control options

- Method of production
- Delivery method
- Storage conditions/requirements
- 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 is new design or redesign of the food safety management system.

Product Description

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
- Composition
- 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 or smoking
- Physical characteristics relevant for food safety
- Shelf life
- Prescribed storage temperature
- Prescribed storage conditions
- Intended use and reasonably expected handling
- Packaging
- Target consumers
- Possible unintended mishandling or misuse of the product
- Where the product is stored
- How the product is sold
- Labelling Instructions for handling, preparation and usage
- Prescribed delivery conditions

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QM 2 Hazard Analysis and Critical Control Points

Step Number	Step Name	Hazards Identified	Probability	Severity	Significance
1	Delivery of Ingredient A	Bone	1	3	3
1	Delivery of Ingredient A	Campylobacter spp.	2	3	6
1	Delivery of Ingredient A	Contamination with Bacteria from pests	3	3	9
1	Delivery of Ingredient A	Pesticides	3	1	3
1	Delivery of Ingredient A	Salmonella spp. (S. typhimurium, S. enteriditis)	3	3	9
1	Delivery of Ingredient A	Bacteria (spore-forming) General	2	2	4
1	Delivery of Ingredient A	Pest control chemicals	1	1	1

Firstly the Food Safety Team assess the likelihood of the hazard occurring and enter:

- 1 for Highly Unlikely
- 2 for Possible
- 3 for Likely

Then the Food Safety Team assesses the severity of the hazard and enters:

- 1 for Not Severe
- 2 for Could possibly cause illness
- 3 for Severe (Could be fatal)

The Food Safety team factor in the vulnerability of the targeted consumer, the survival and multiplication of any biological hazards and any likely toxin production, the presence of chemicals or foreign bodies, contamination at any stage in the process and possible deliberate contamination or adulteration to the severity score to determine all the Significant Food Safety Hazards which score a 9 as highlighted in red on the HACCP calculator.

All of the food safety hazards that score a 9 on the HACCP calculator are regarded as significant and form the Significant Food Safety Hazard List.

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The validation provides documented proof that the established limits at critical control points achieve the intended control for the designated food safety hazards. End products are analysed by the Laboratory for the Food Safety and the results are checked by the Food Safety Team ensure that the control measures (or combination of control measures) are effective controlling the food safety hazard to the defined acceptable level. When validation results fail to confirm the above then the control measures are re-evaluated and appropriately modified by the Food Safety Team. These modifications may include changes to:

- Control measures
- Raw materials (Food Contact Packaging or Ingredients)
- Processing methods
- Manufacturing methods
- End product
- Distribution methods
- Intended use of the product

Responsibility

The HACCP Team is responsible for:

- Following this procedure and constructing the HACCP Plans
- Validation and verification of the HACCP system
- Review of the effects of any factory process or product change on the Food Safety Management System
- Food Safety Management System updating

References

HACCP Decision Tree

"Hazard Analysis and Critical Control Point (HACCP) system and Guidelines for its Application" (Codex Alimentarius Commission, Geneva).

HACCP Manual

** Enter relevant Legislation for your organisation e.g. Food Safety Act*

ISO 22000:2005

Revision Number	Summary of Changes made from previous revision	Requested By:	Authorised By:
2	Update to meet the requirements of BRC Global Standard for Food Safety Issue 5 2008	Quality Manager	Site Director