



EAGLE Certification Group
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Developing and Implementing a Successful Food Safety Management System (FSMS)

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Food Safety Management System

What is a Food Safety Management System (FSMS)?



Food Safety Management Systems

Three most popular in US:

- Safe Quality Food (SQF)
- British Retail Consortium (BRC)
- Food Safety System Certification 22000 (FSSC 22000)



Development and Implementation

No matter which FSMS you chose, they are similar enough that the development and implementation will be the same.



Developing Your FSMS

- Understand the requirements of the standard
 - Read it
 - Attend a training seminar
 - Understand how the standard will fit into your operation



Developing Your FSMS

- Identify a team
 - Cross functional
 - Top management
 - Employees from the line
 - Team leader
 - Involve everyone
 - Not just a QA job



Developing Your FSMS

- Consultant's Role
 - Determine early if you need a consultant
 - Bring new ideas
 - Help drive process
 - Be careful not to let them do all of the work
 - Will affect implementation

Developing Your FSMS

- Upper Management Support
 - Gain support of top management
 - Maintain support
 - Understand the benefits of a FSMS
 - Provide resources
 - Necessary for companywide support

Developing Your FSMS

- Gap Analysis
 - Determine what it takes to become certified
 - Identify what is missing
 - Develop a matrix
 - Who involved
 - Use current documentation

Developing your FSMS

GAP Analysis

Food Safety Standard - SQF 2000 Level 3

SQF Requirement	Company's Corresponding Document
4.1.1 Management Policy	Policy Statement
4.1.2 Management Responsibility	Company Organizational Chart
4.1.2.2 Designate SQF Practitioner	Roger Roeth - SQF Practitioner and job description
4.1.2.3 Training Needs	P101 - Training Requirements
4.1.2.4 Staff Report Issues	Listed in all job descriptions
4.1.2.5 Job descriptions of quality & food safety	Job descriptions - QA technician, HACCP monitors, QA Manager
4.1.3 Policy Manual	Company Policy Manual
4.1.3.2 Food Safety Manual	Company Food Safety Manual
4.1.3.3 Quality Manual	None
4.1.4 Management Review	P102 - Management Review Procedure
4.1.5 Complaint Management	P110 - Handling and Documenting Customer Complaints



Developing Your FSMS

- Create a Game Plan
 - Get team involved
 - Assign responsibilities
 - Determine timeline
 - Assign roles
 - Set meeting protocol and frequency



Developing Your FSMS

- Use GAP Analysis
 - Identify missing documentation
 - Develop internal numbering system
 - Start writing missing documentation
 - Create a Document Control system



Developing Your FSMS

- What needs documented?
 - Satisfy a requirement in the standard
 - Prevent loss of specific data
 - Control sequence, steps or other activities in a process
 - Define and provide for consistency of results or outcomes
 - Fulfill a regulatory requirement not addressed in the standard
 - Aid in training



Developing Your FSMS

- Review your company's HACCP Plan
 - HACCP is a critical part of each FSMS
 - Use Codex model
 - Is the 12 step process complete and documented?



Developing Your FSMS

- Identify exclusions
 - Most GFSI standards allow for exclusions or alternative methods to satisfy a requirement
 - Supported by risk analysis
 - Exclusion example – Shelled egg plants do not require an allergen program
 - Alternative method – Bathrooms opening into production, use an air door to prevent airborne contamination from occurring

Implementation

- Implement procedures as they are approved
 - Implement as you go
 - Communication
 - What benefits will this give us?



Implementation

- Train Employees
 - Commit to train
 - Large commitment
 - Most common failure
 - Record it



Implementation

- Validate and Verify
 - Is your system working as intended?
 - Utilize Internal Audit Team
 - Reassess frequently
 - Review system deviations and corrective actions



Implementation

- Perform a Practice Audit
 - Determines readiness of FSMS
 - Let system operate for a few months before auditing
 - Correct any shortcomings
 - Schedule audit



Implementation

- Document Review
 - Required by all standards
 - Perform on or off site
 - Non-conformances corrected prior Certification Audit
 - Performed by same auditor doing Certification Audit



Implementation

- The Certification Audit
 - Be prepared
 - Relax
 - Culture
 - Corrective Action response



Betting on Your Business

Betting on Your Business

Food safety is the one area you bet on your business each and everyday. If you miss targets for labor, food cost, yields, productivity etc., you suffer a financial penalty but it is invisible to the customer. But if you should become a source of a foodborne illness, you may lose everything you have created.

- David Theno
Meat & Poultry Magazine
March 2009



Summary

The development and successful implementation of a Food Safety Management System can reduce the risk of you betting the business.



Questions?

Contact Information

For more information please call **800.795.3641**

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