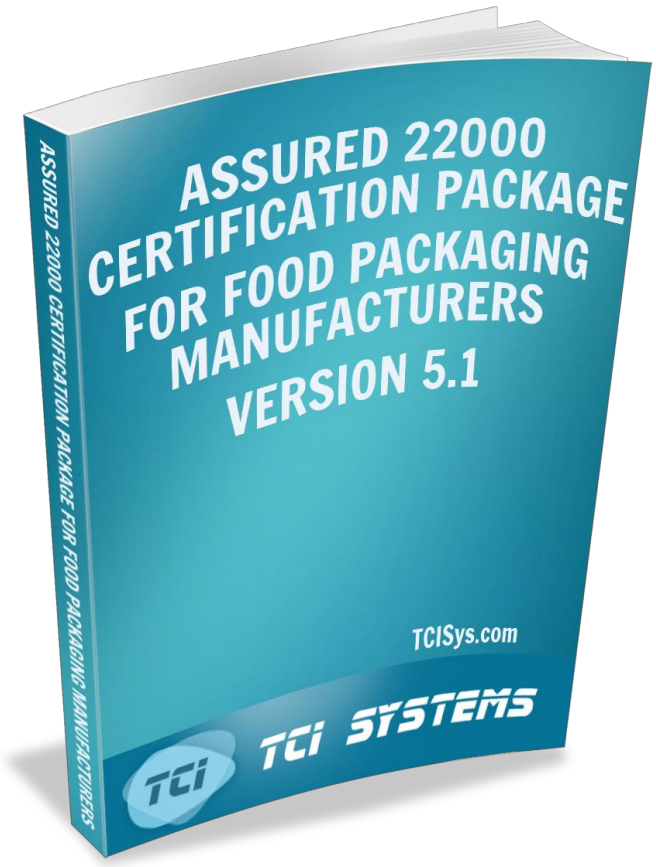

This is a premiere package for Food Packaging Manufacturers looking to achieve certification to FSSC 22000 Certification Scheme Version 5.1.

This Assured 22000 Certification Package for Food Packaging Manufacturers Version 5.1 includes:

- ✓ ISO 22000:2018 Compliant Food Packaging Safety Management System Procedures
- ✓ Food Packaging Safety Management System Records
- ✓ TS/ISO 22002-4 Compliant Prerequisite Programmes Manual
- ✓ Laboratory Quality Manual
- ✓ Generic Training Presentations covering ISO 22000, HACCP, Internal Audits and Inspections
- ✓ ISO 22000/ISO TS 22002 Gap Analysis Checklists
- ✓ Project 22000 Support Package including an Implementation Workbook
- ✓ Sample OPRPs and corresponding Validation and Verification Records
- ✓ Sample PRP Verification Records
- ✓ Start-Up Guide
- ✓ Free online support via e-mail

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ISO 22000 Food Safety Management System Procedures & Records

A comprehensive set of food packaging safety management system documents plus a set of record templates:

Food Packaging Safety Manual

The Food Packaging Safety Manual contains comprehensive top level procedure templates that form the foundations of your FSSC 22000 Food Packaging Safety Management System so you don't have to spend 1,000's of hours writing compliant procedures:

Food Packaging Safety Management System Contents

FSSC 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	
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6 Planning	
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FSMS 6.3 Planning of changes	
7 Support	
FSMS 7 Support	7.1 Resources
	7.1.1 General

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	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
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FSMS 7.5 Documented information	7.5.1 General
	7.5.2 Creating and updating
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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
	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

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	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
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	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
	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	

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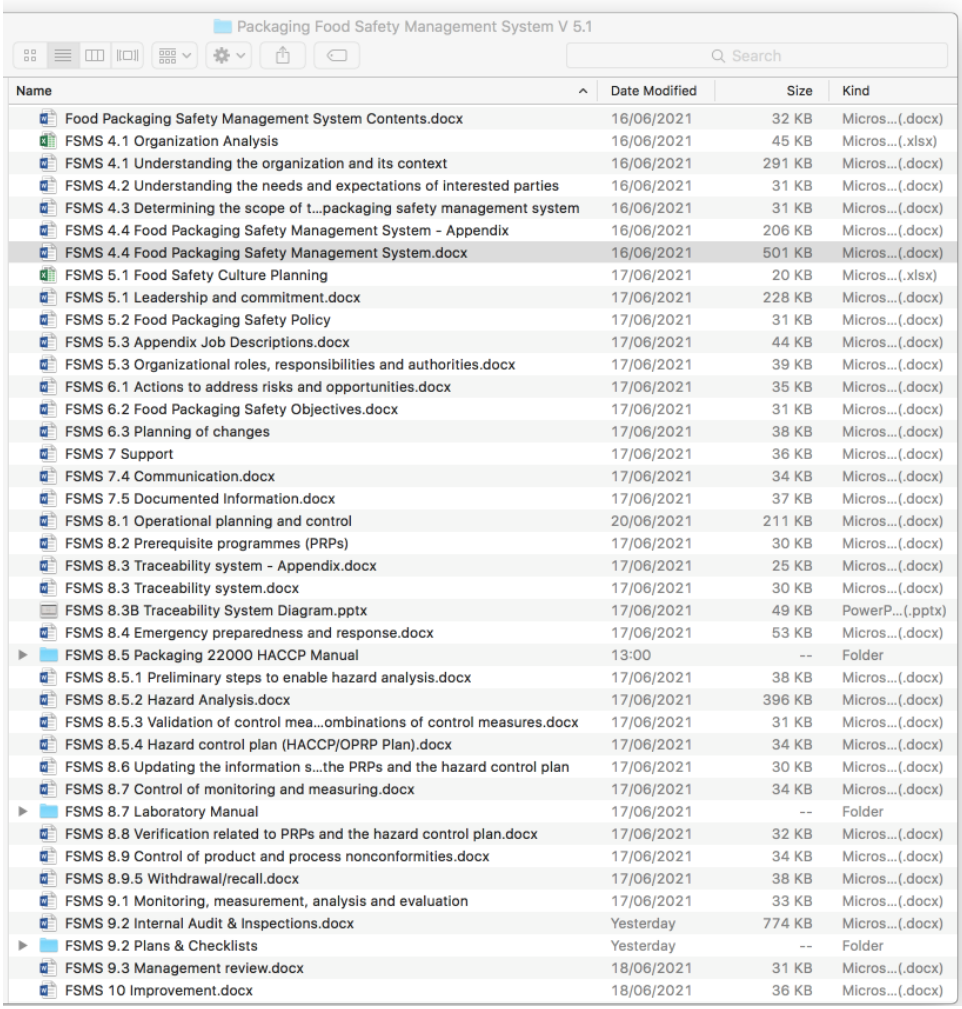
9 Performance evaluation	
FSMS 9.1 Monitoring, measurement, analysis and evaluation	9.1.1 General
	9.1.2 Analysis and evaluation
FSMS 9.2 Internal audit	
FSMS 9.3 Management review	9.3.1 General
	9.3.2 Management review input
	9.3.3 Management review output
10 Improvement	
FSMS 10 Improvement	10.1 Nonconformity and corrective action
	10.2 Continual improvement
	10.3 Update of the food safety management system



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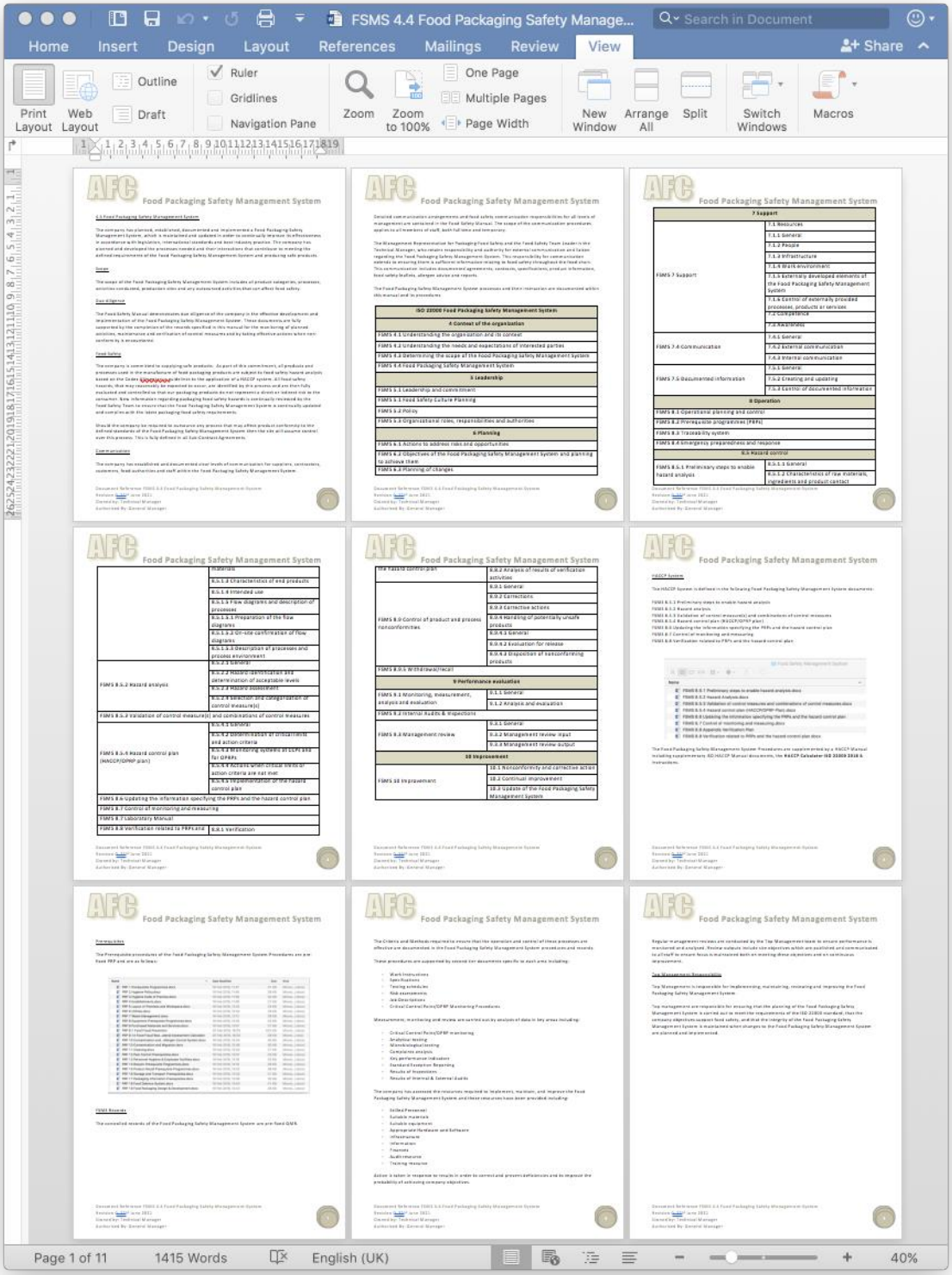
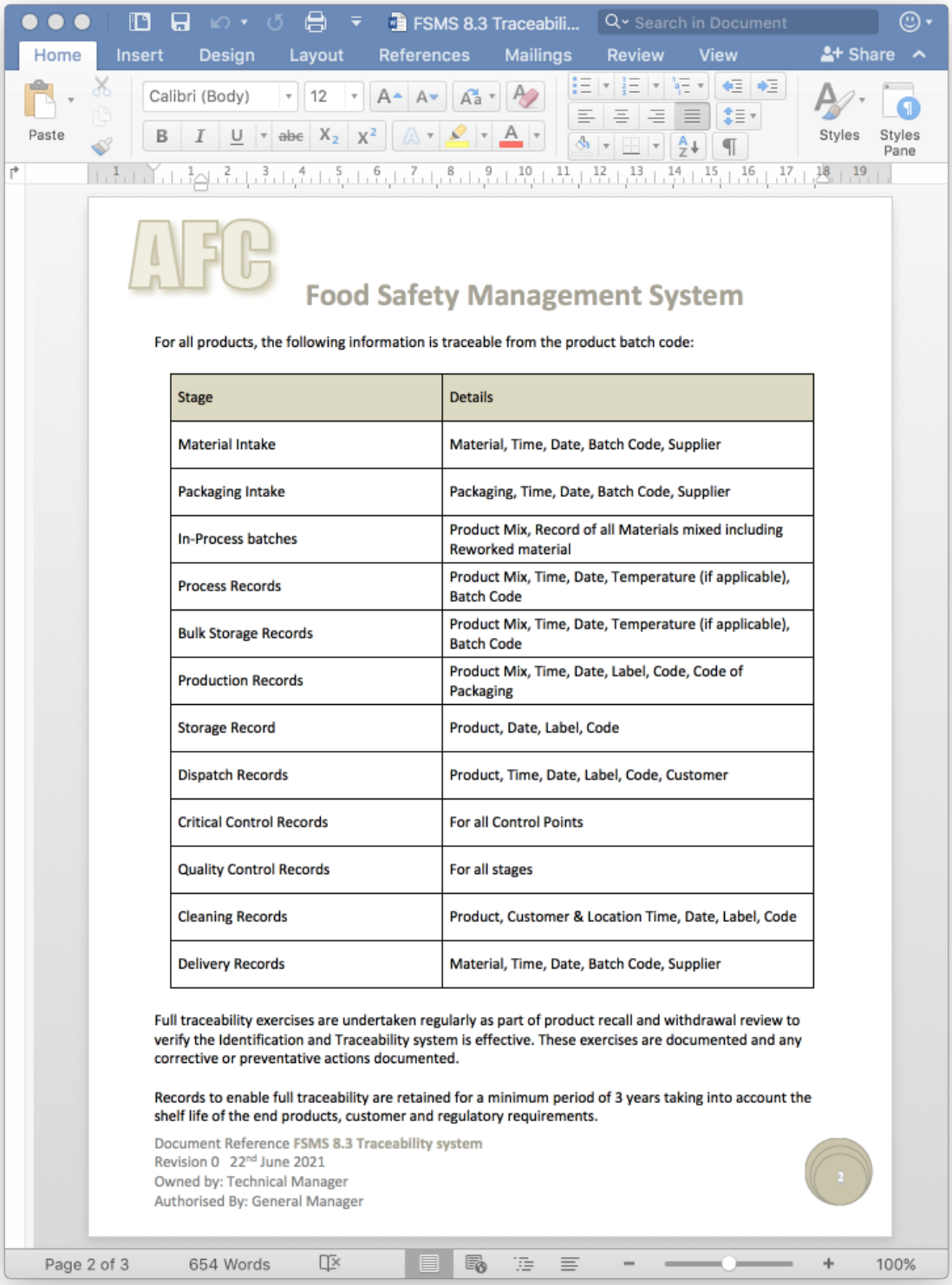
Procedures included in the Food Packaging Safety Management System match the clauses of ISO 22000





AFC

Food Safety Management System

For all products, the following information is traceable from the product batch code:

Stage	Details
Material Intake	Material, Time, Date, Batch Code, Supplier
Packaging Intake	Packaging, Time, Date, Batch Code, Supplier
In-Process batches	Product Mix, Record of all Materials mixed including Reworked material
Process Records	Product Mix, Time, Date, Temperature (if applicable), Batch Code
Bulk Storage Records	Product Mix, Time, Date, Temperature (if applicable), Batch Code
Production Records	Product Mix, Time, Date, Label, Code, Code of Packaging
Storage Record	Product, Date, Label, Code
Dispatch Records	Product, Time, Date, Label, Code, Customer
Critical Control Records	For all Control Points
Quality Control Records	For all stages
Cleaning Records	Product, Customer & Location Time, Date, Label, Code
Delivery Records	Material, Time, Date, Batch Code, Supplier

Full traceability exercises are undertaken regularly as part of product recall and withdrawal review to verify the Identification and Traceability system is effective. These exercises are documented and any corrective or preventative actions documented.

Records to enable full traceability are retained for a minimum period of 3 years taking into account the shelf life of the end products, customer and regulatory requirements.

Document Reference FSMS 8.3 Traceability system
Revision 0 22nd June 2021
Owned by: Technical Manager
Authorised By: General Manager

FPSMS Record Templates

There are a range of sample record templates:

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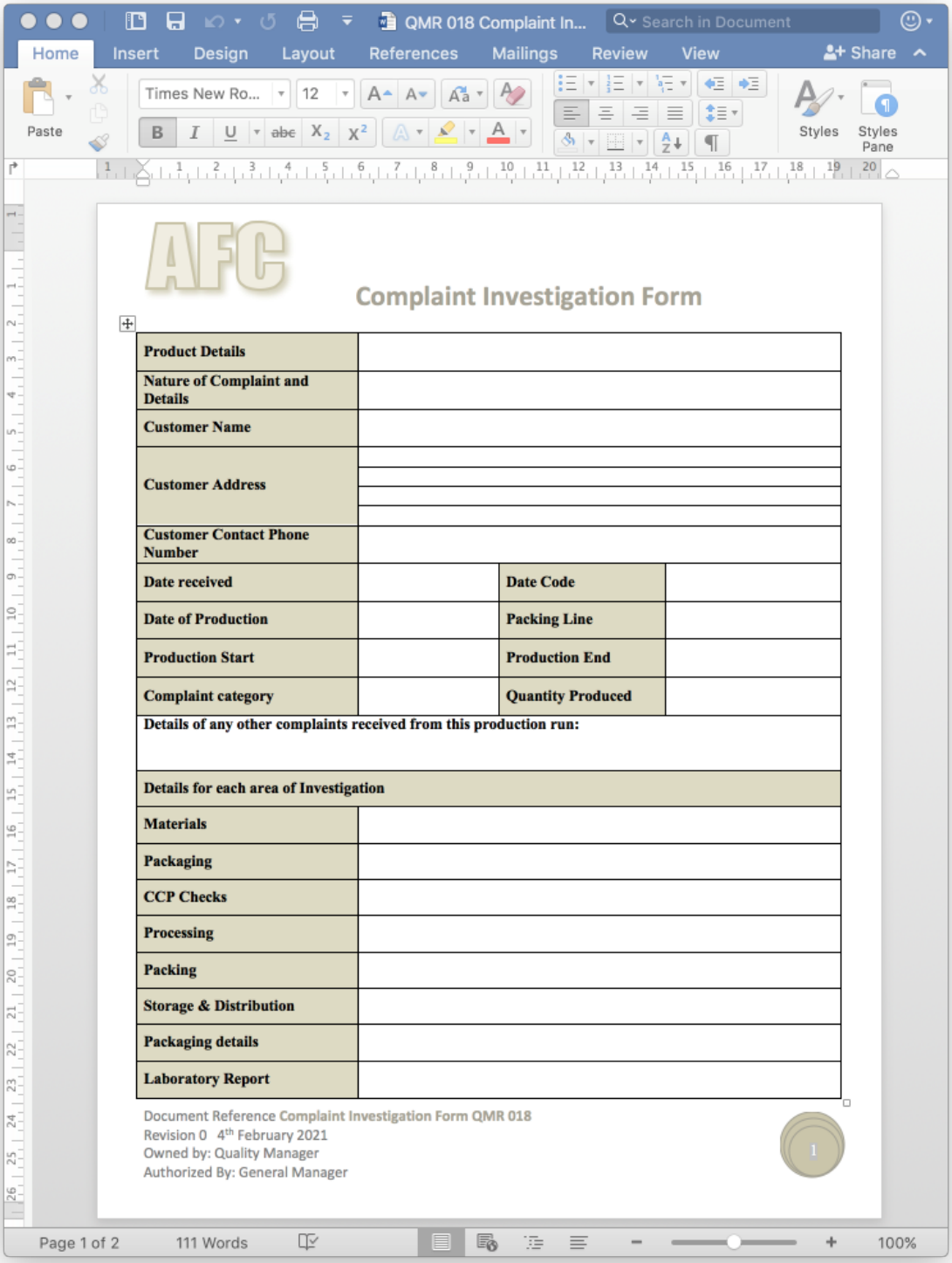


AFC

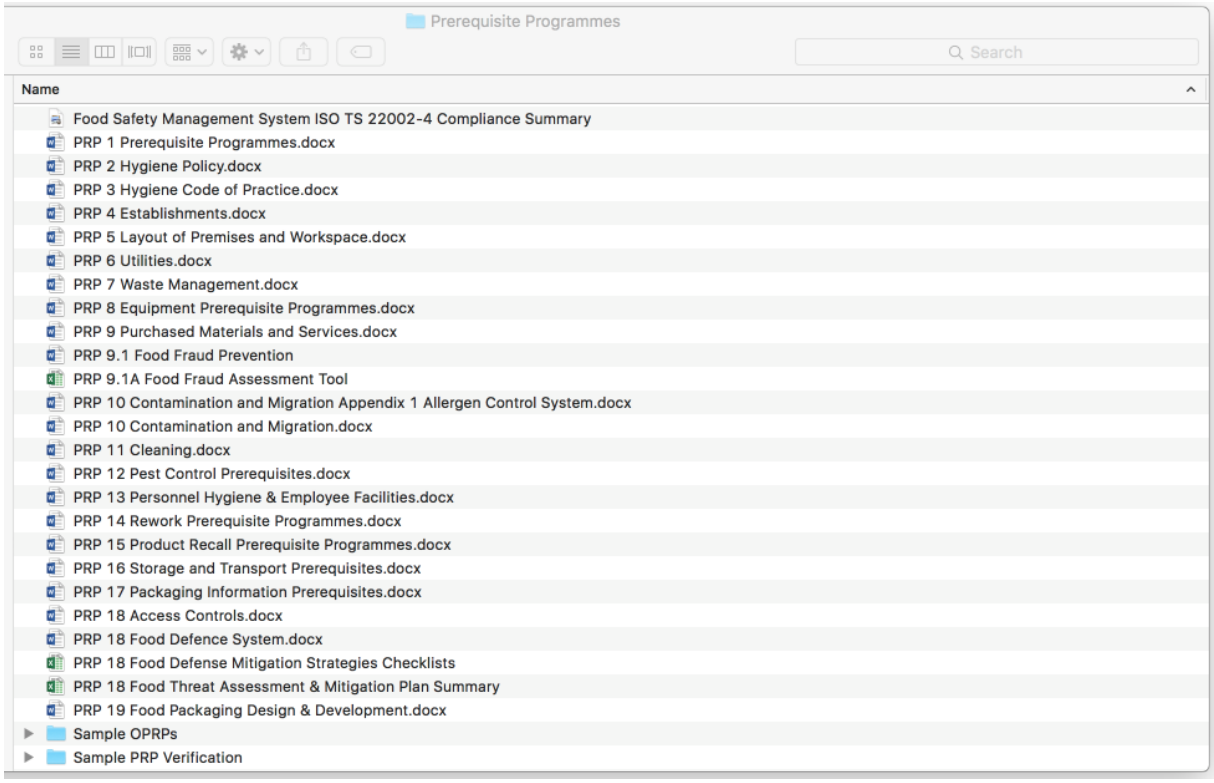
Complaint Investigation Form

Product Details			
Nature of Complaint and Details			
Customer Name			
Customer Address			
Customer Contact Phone Number			
Date received		**Date Code**	
Date of Production		**Packing Line**	
Production Start		**Production End**	
Complaint category		**Quantity Produced**	
Details of any other complaints received from this production run:			
Details for each area of Investigation			
Materials			
Packaging			
CCP Checks			
Processing			
Packing			
Storage & Distribution			
Packaging details			
Laboratory Report			

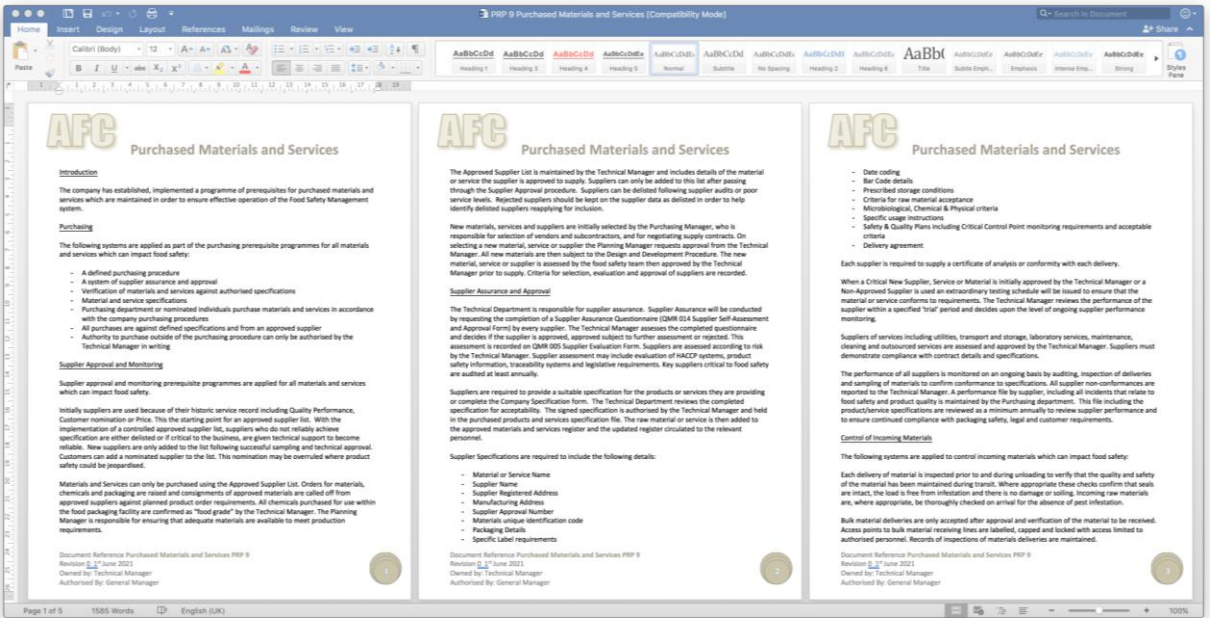
Document Reference Complaint Investigation Form QMR 018
Revision 0 4th February 2021
Owned by: Quality Manager
Authorized By: General Manager

1

Prerequisite Programmes Manual

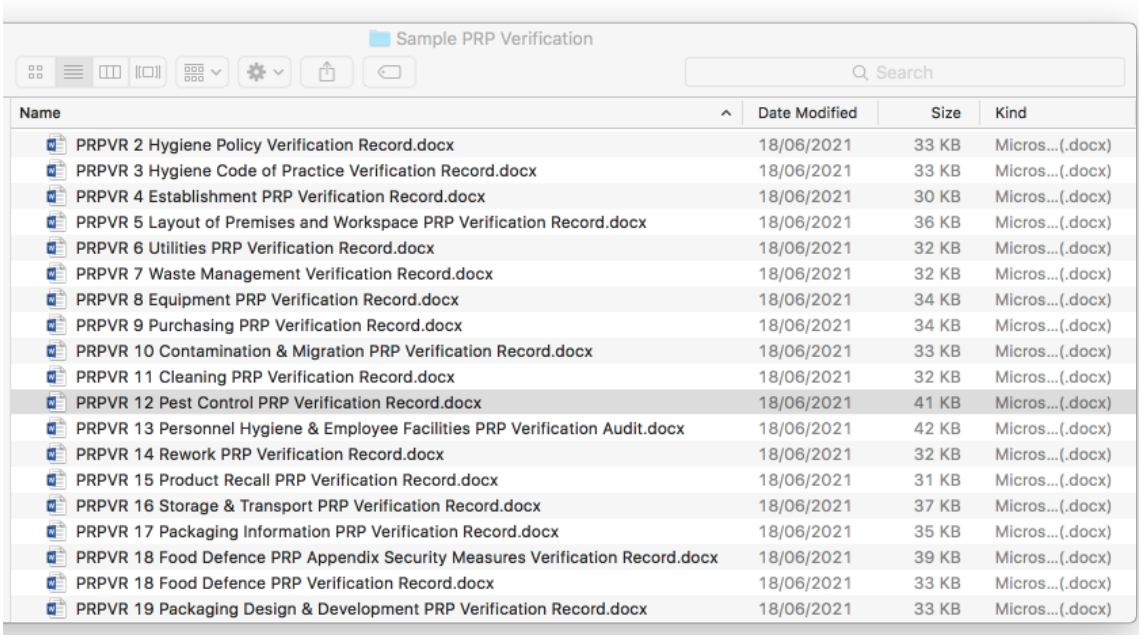


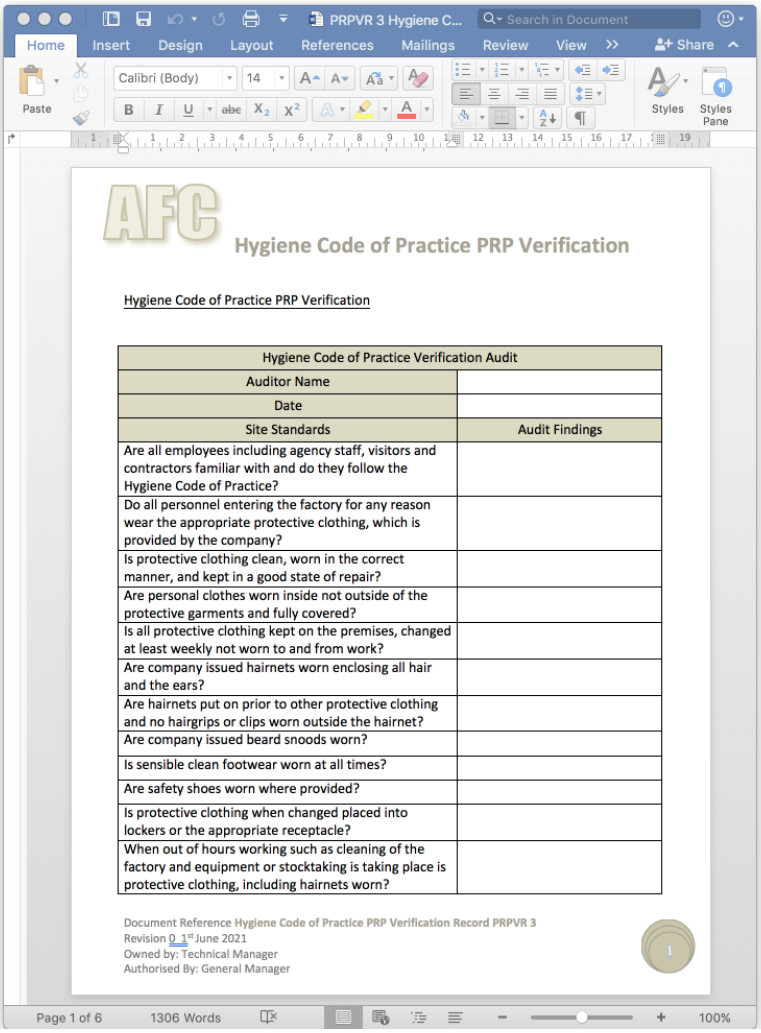
There is a comprehensive set of prerequisite programme templates that you can use to define your GMP Standards including those defined in ISO/TS 22002-4:2013 Prerequisite programmes on food safety -- Part 4: Food packaging manufacturing.



Prerequisite Programmes Verification Records

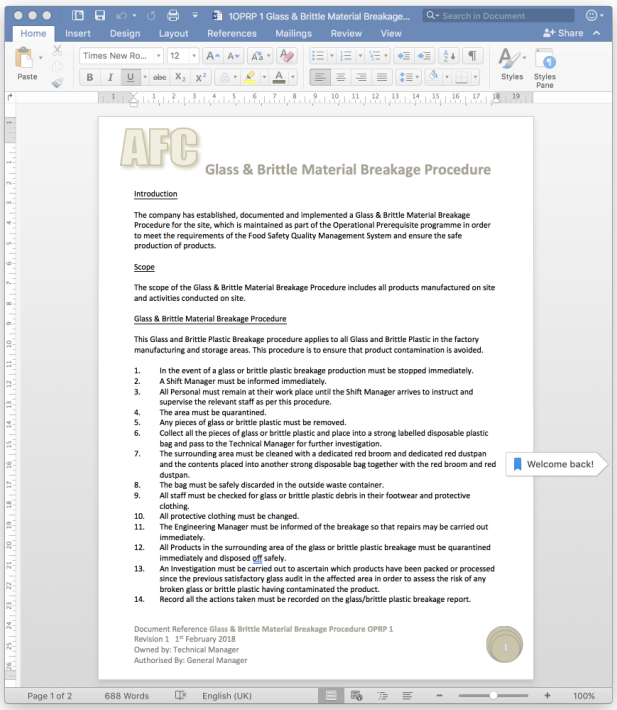
There are Sample Verification Records:





Sample Operational Prerequisite Programmes

There is a range of Operational Prerequisite Programme examples with corresponding Verification and Validation Records:



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Glass & Brittle Material Breakage Procedure

Introduction

The company has established, documented and implemented a Glass & Brittle Material Breakage Procedure for the site, which is maintained as part of the Operational Prerequisite programme in order to meet the requirements of the Food Safety Quality Management System and ensure the safe production of products.

Scope

The scope of the Glass & Brittle Material Breakage Procedure includes all products manufactured on site and activities conducted on site.

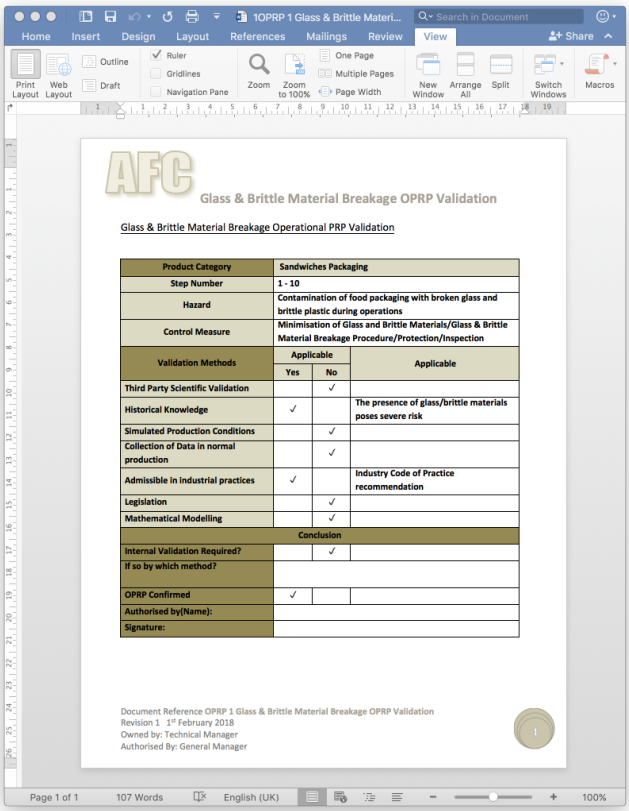
Glass & Brittle Material Breakage Procedure

This Glass and Brittle Plastic Breakage procedure applies to all Glass and Brittle Plastic in the factory manufacturing and storage areas. This procedure is to ensure that product contamination is avoided.

1. In the event of a glass or brittle plastic breakage production must be stopped immediately.
2. 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.
4. The area must be quarantined.
5. Any pieces of glass or brittle plastic must be removed.
6. Collect all the pieces of glass or brittle plastic and place into a strong labelled disposable plastic bag and pass to the Technical Manager for further investigation.
7. The surrounding area must be cleaned with a dedicated red broom and dedicated red dustpan and the contents placed into another strong disposable bag together with the red broom and red dustpan.
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.
12. All Products in the surrounding area of the glass or brittle plastic breakage must be quarantined immediately and disposed off safely.
13. An Investigation must be carried out to ascertain which products have been packed or processed since the previous satisfactory glass audit in the affected area in order to assess the risk of any broken glass or brittle plastic having contaminated the product.
14. Record all the actions taken must be recorded on the glass/brittle plastic breakage report.

Welcome back!

Document Reference Glass & Brittle Material Breakage Procedure OPRP 1
Revision 1 1st February 2018
Owned by: Technical Manager
Authorised By: General Manager



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Glass & Brittle Material Breakage OPRP Validation

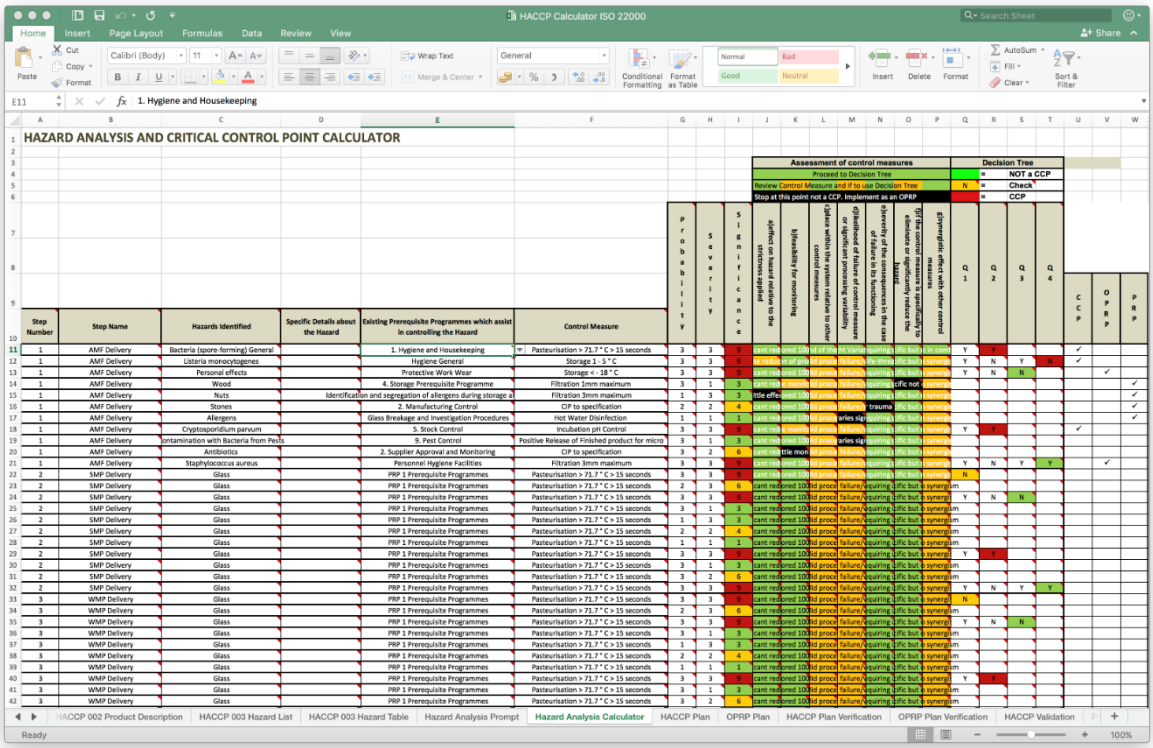
Glass & Brittle Material Breakage Operational PRP Validation

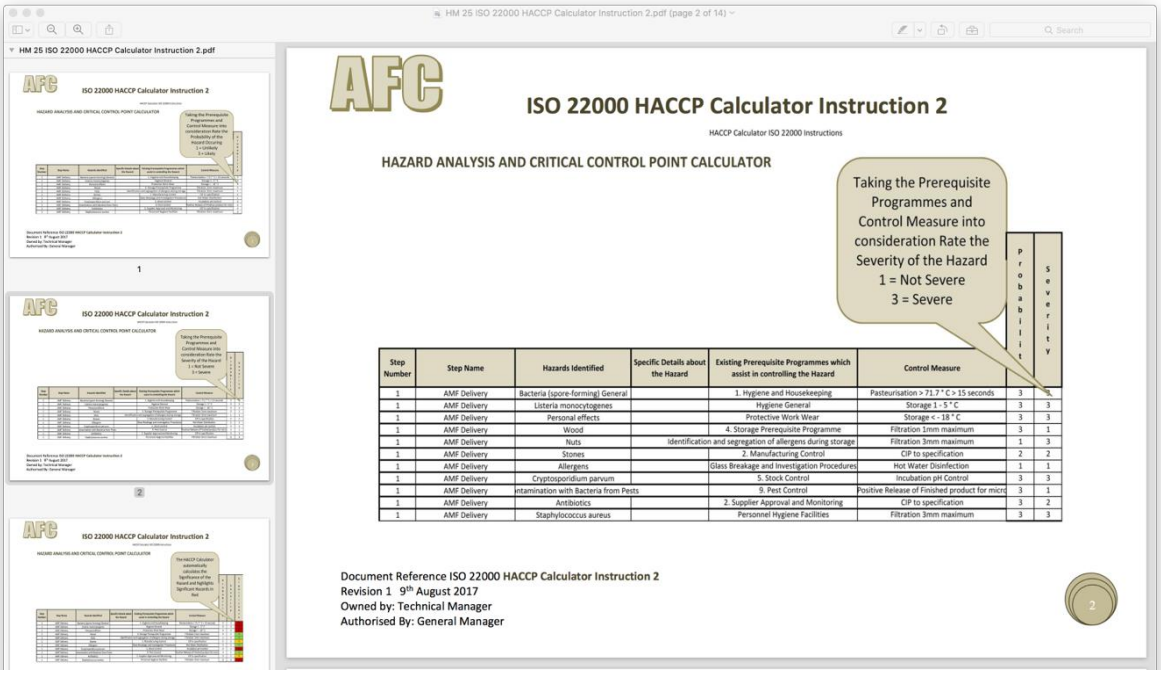
Product Category	Sandwiches Packaging		
Step Number	1 - 10		
Hazard	Contamination of food packaging with broken glass and brittle plastic during operations		
Control Measure	Minimisation of Glass and Brittle Materials/Glass & Brittle Material Breakage Procedure/Protection/Inspection		
Validation Methods	Applicable		Applicable
	Yes	No	
Third Party Scientific Validation		✓	
Historical Knowledge	✓		The presence of glass/brittle materials poses severe risk
Simulated Production Conditions		✓	
Collection of Data in normal production		✓	
Admissible in industrial practices	✓		Industry Code of Practice recommendation
Legislation		✓	
Mathematical Modelling		✓	
Conclusion			
Internal Validation Required?		✓	
If so by which method?			
OPRP Confirmed	✓		
Authorised by(Name):			
Signature:			

Document Reference OPRP 1 Glass & Brittle Material Breakage OPRP Validation
Revision 1 1st February 2018
Owned by: Technical Manager
Authorised By: General Manager

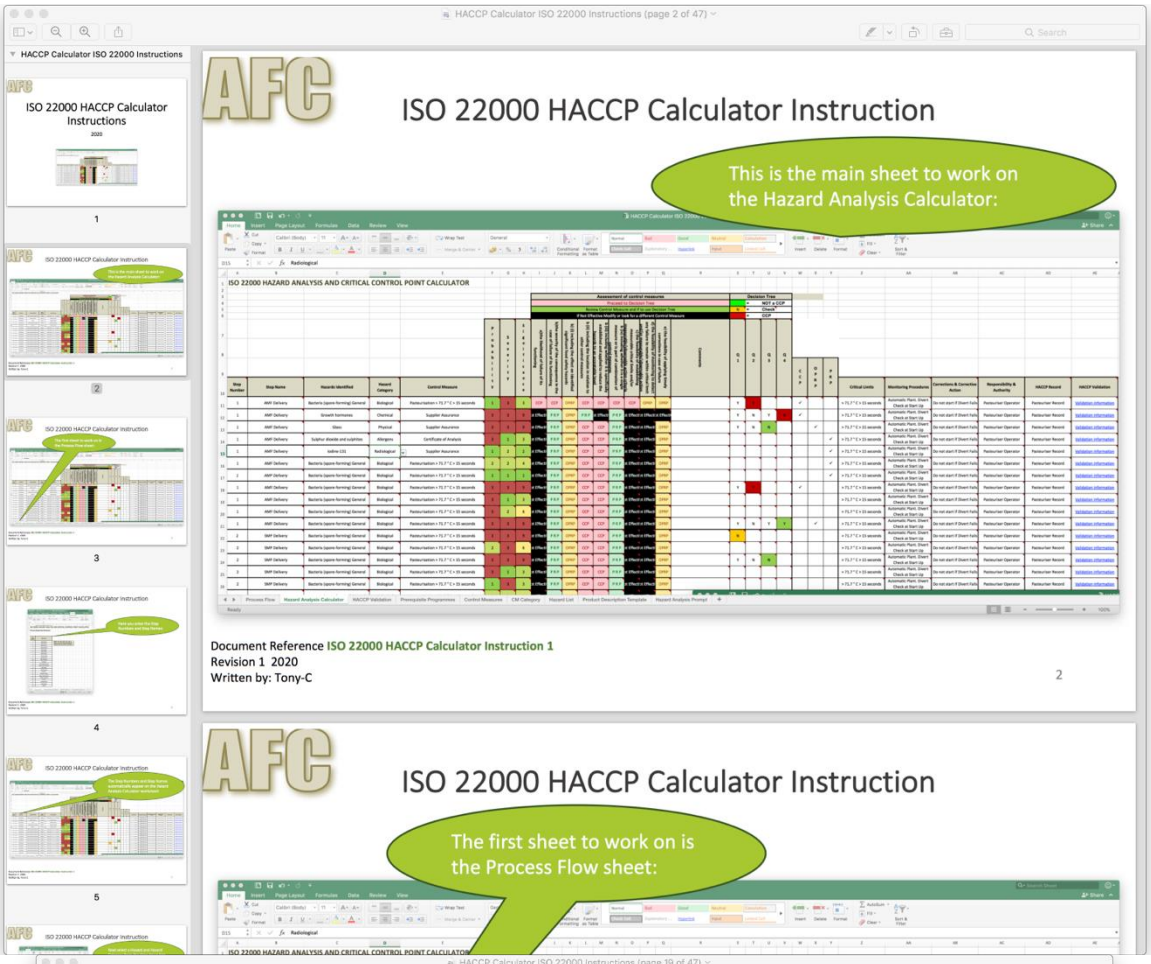
ISO 22000 HACCP Documentation including Implementation Guidance

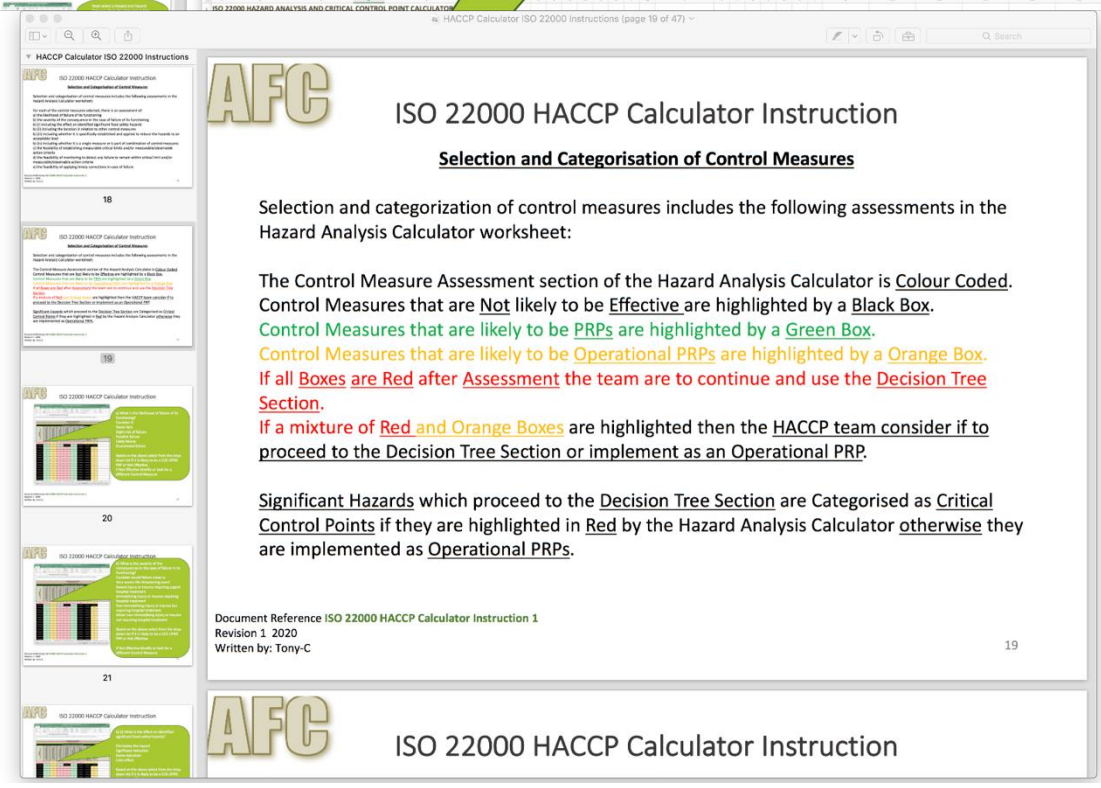
HACCP Calculator 22000 Packaging and Instructions



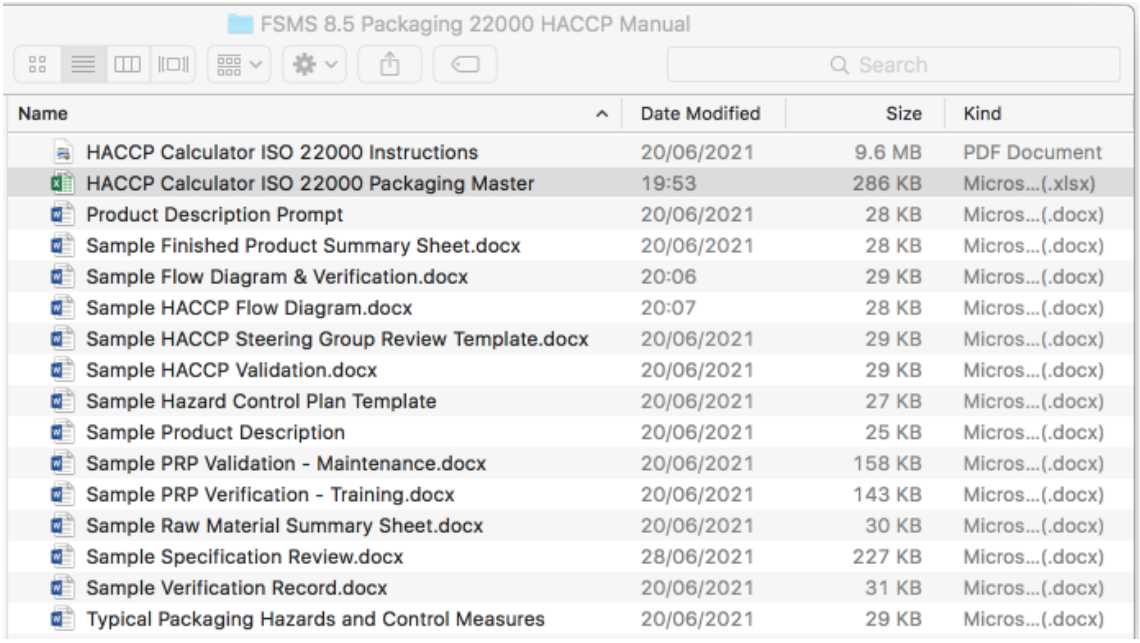


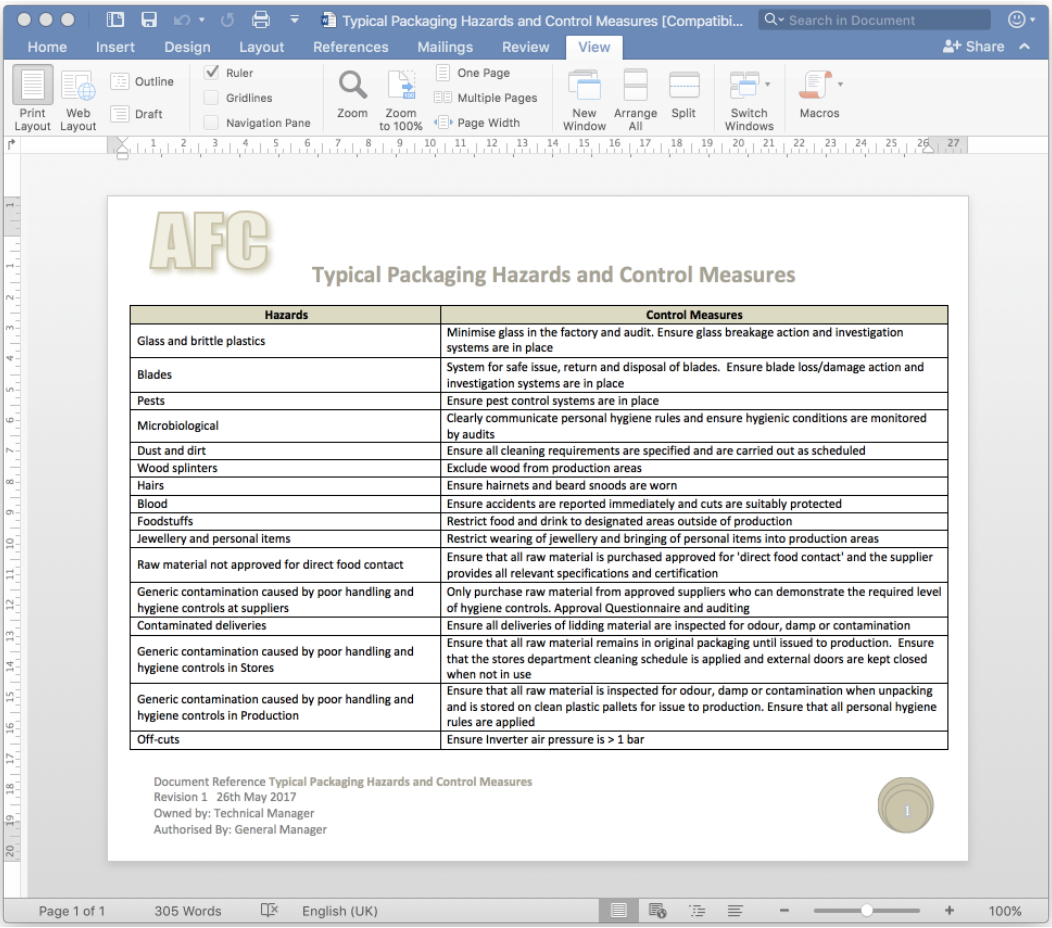
We provide step by step guidance to implementing your HACCP using the HACCP Calculator.





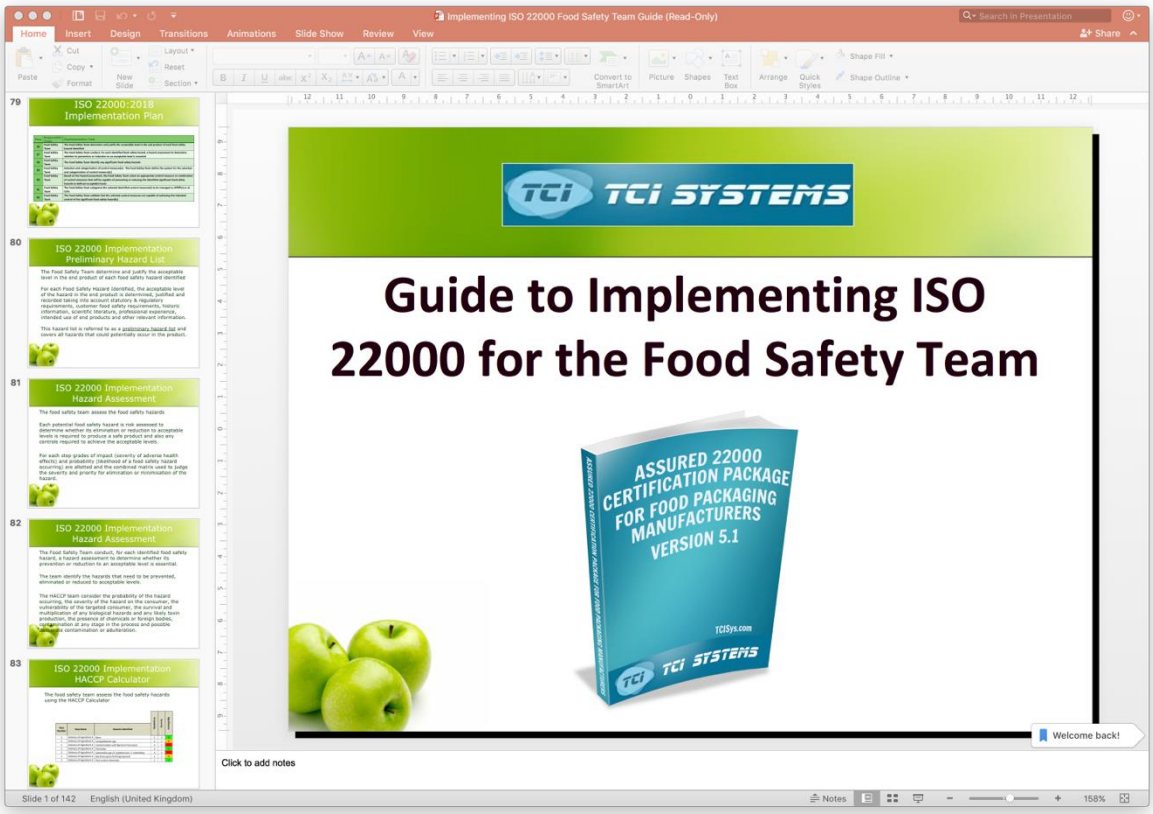
There are also HACCP document examples that you might find useful when implementing your Food Safety Plans.

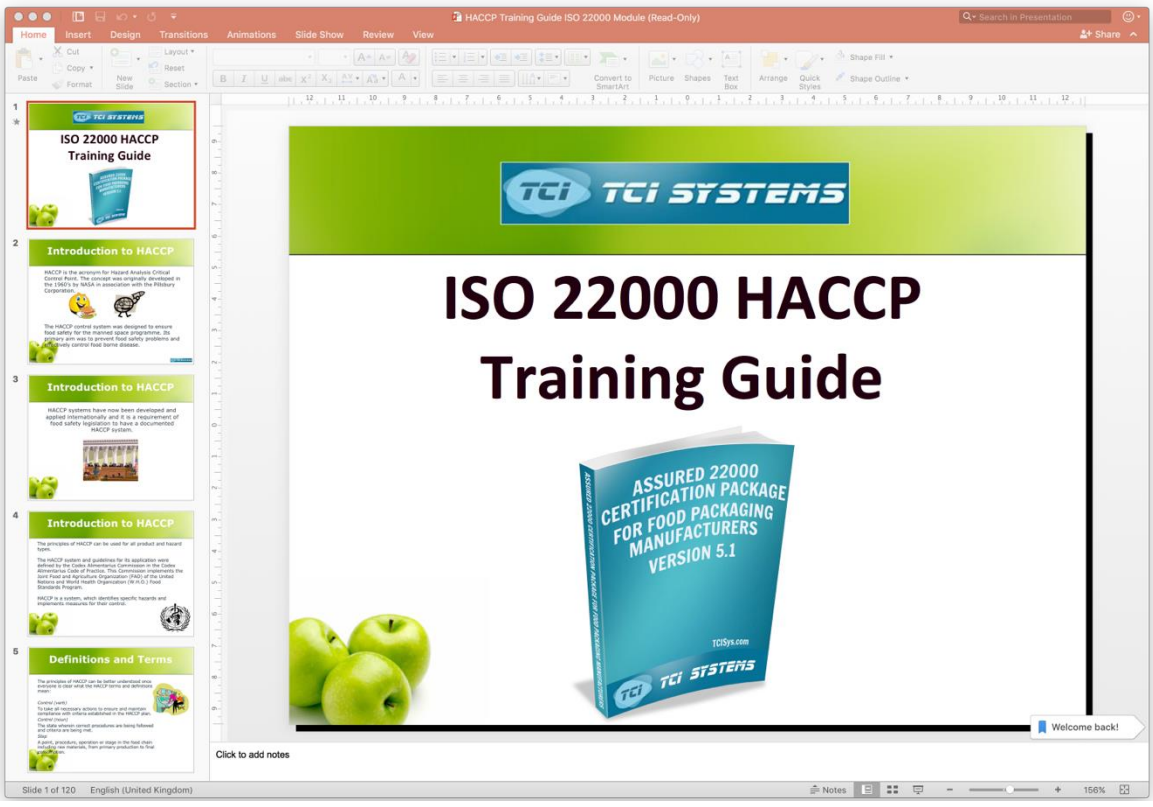


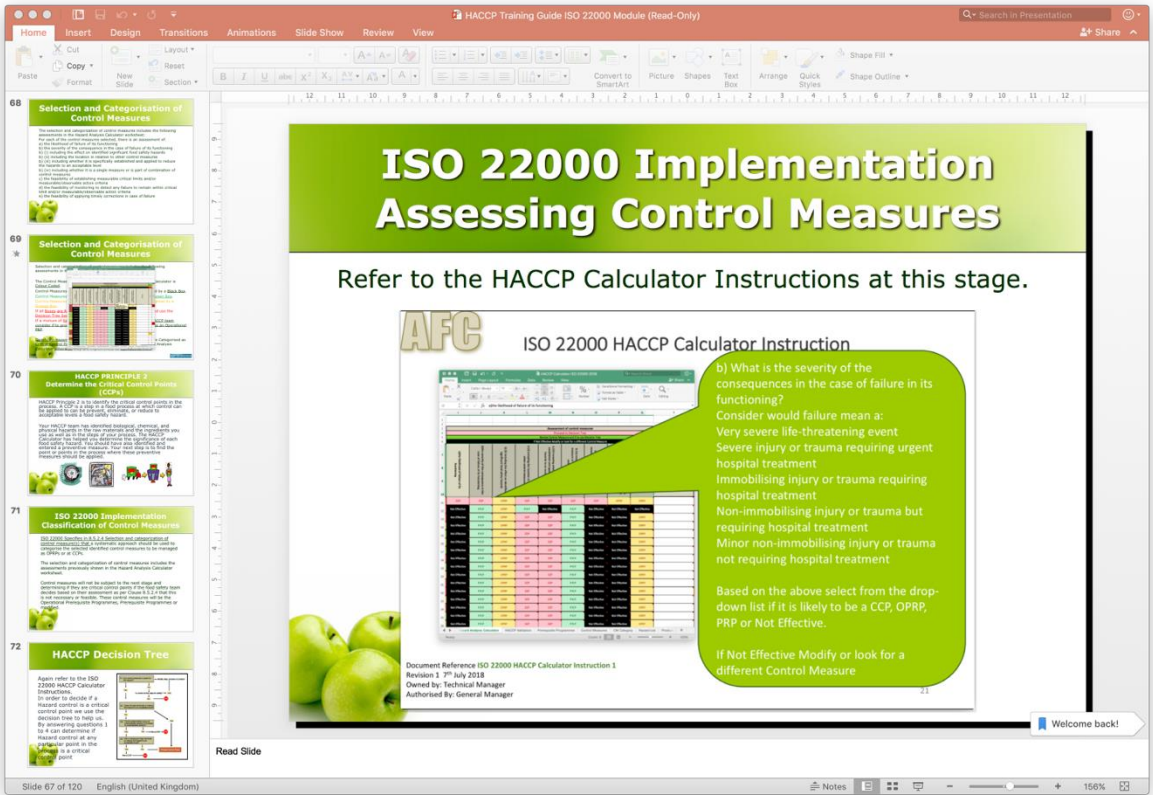


Training Presentations

A HACCP training presentations are supplied to train your food safety team in the preliminary steps to Hazard Analysis, the principles of HACCP and how to use the HACCP calculator in implementing your HACCP system.

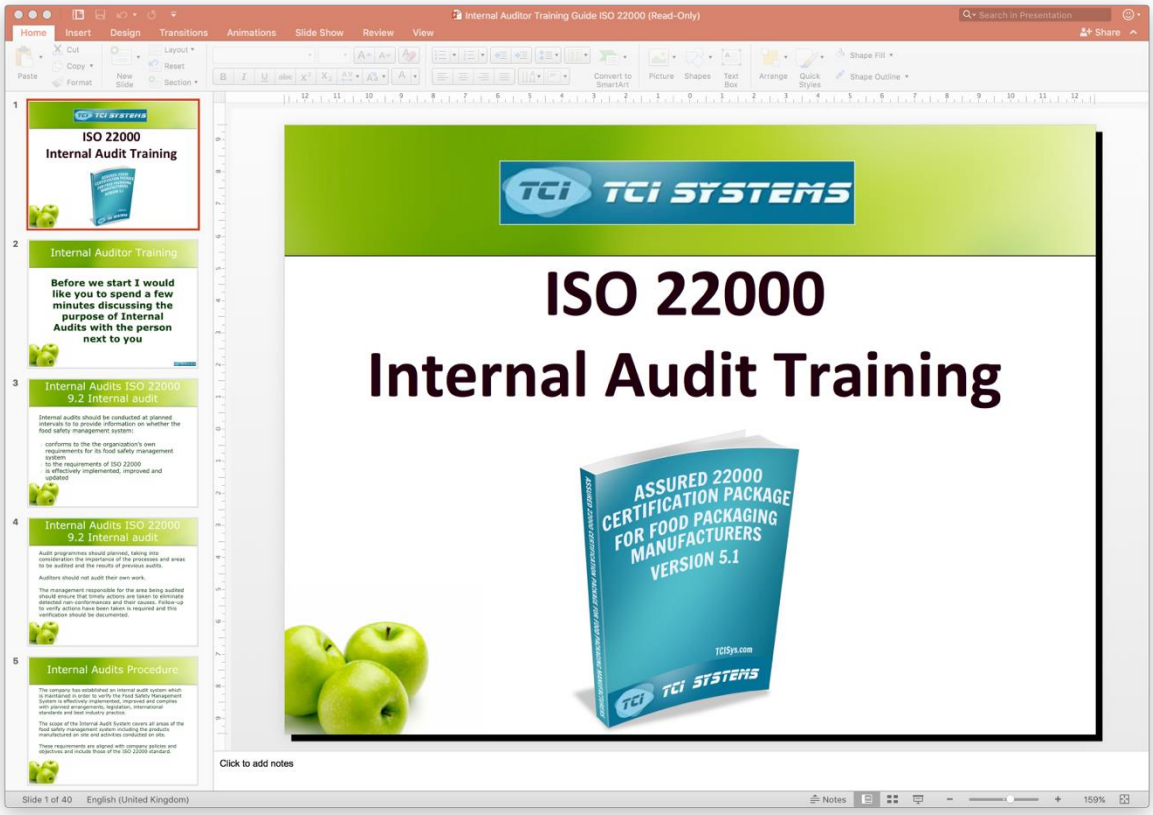


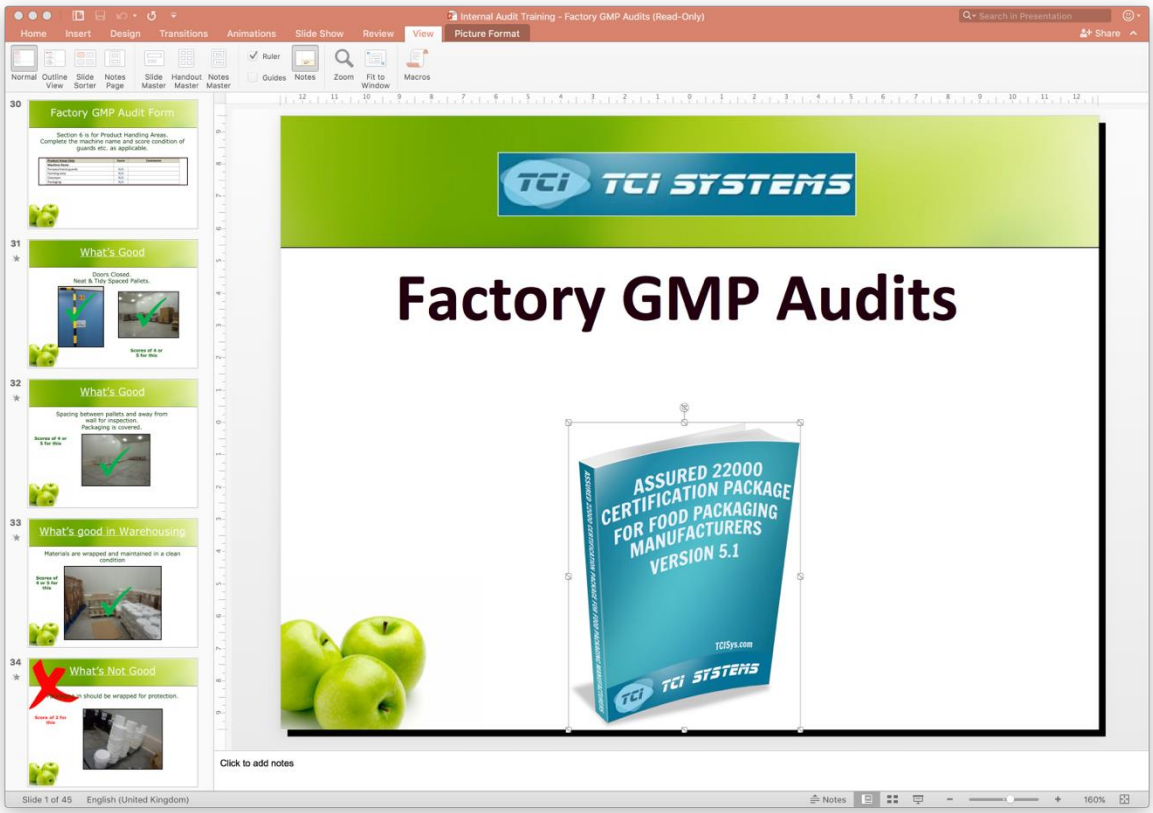




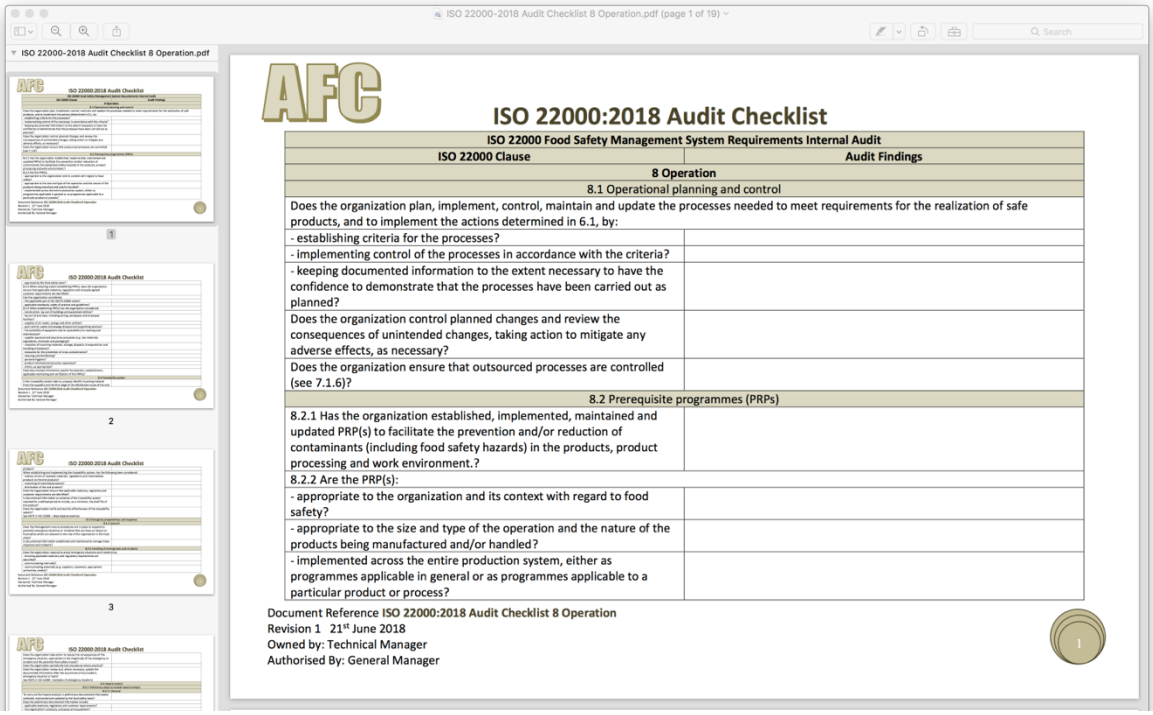
A presentation on the additional requirements of the FSSC 22000 Scheme is also provided.

There are PowerPoint Internal Audit & GMP Inspection Training Presentations.





There is a checklist for each section of the ISO 22000 and ISO TS 22002-4 standards.



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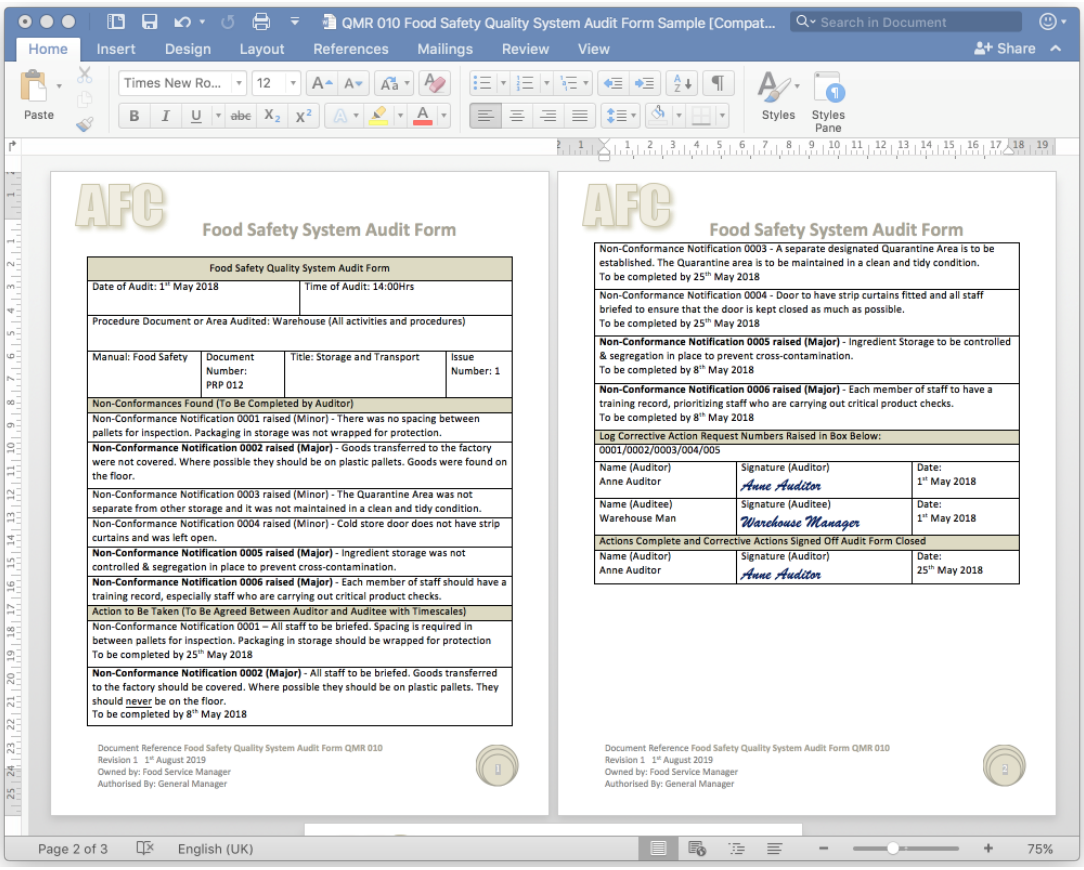
ISO 22000:2018 Audit Checklist

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 particular product or process?	

Document Reference ISO 22000:2018 Audit Checklist 8 Operation
Revision 1 21st June 2018
Owned by: Technical Manager
Authorised By: General Manager

There is a GMP Inspection & Internal Audit Report documents



QMR 010 Food Safety Quality System Audit Form Sample [Compat...

AFC

Food Safety System Audit Form

Food Safety Quality System Audit Form			
Date of Audit: 1st May 2018		Time of Audit: 14:00Hrs	
Procedure Document or Area Audited: Warehouse (All activities and procedures)			
Manual: Food Safety	Document Number: PRP 012	Title: Storage and Transport	Issue Number: 1
Non-Conformances Found (To Be Completed by Auditor)			
Non-Conformance Notification 0001 raised (Minor) - There was no spacing between pallets for inspection. Packaging in storage was not wrapped for protection.			
Non-Conformance Notification 0002 raised (Major) - Goods transferred to the factory were not covered. Where possible they should be on plastic pallets. Goods were found on the floor.			
Non-Conformance Notification 0003 raised (Minor) - The Quarantine Area was not separate from other storage and it was not maintained in a clean and tidy condition.			
Non-Conformance Notification 0004 raised (Minor) - Cold store door does not have strip curtains and was left open.			
Non-Conformance Notification 0005 raised (Major) - Ingredient storage was not controlled & segregation in place to prevent cross-contamination.			
Non-Conformance Notification 0006 raised (Major) - Each member of staff should have a training record, especially staff who are carrying out critical product checks.			
Action to Be Taken (To Be Agreed Between Auditor and Auditee with Timescales)			
Non-Conformance Notification 0001 – All staff to be briefed. Spacing is required in between pallets for inspection. Packaging in storage should be wrapped for protection To be completed by 25th May 2018			
Non-Conformance Notification 0002 (Major) - All staff to be briefed. Goods transferred to the factory should be covered. Where possible they should be on plastic pallets. They should never be on the floor. To be completed by 8th May 2018			

Document Reference Food Safety Quality System Audit Form QMR 010
Revision 1 1st August 2019
Owned by: Food Service Manager
Authorised By: General Manager

AFC

Food Safety System Audit Form

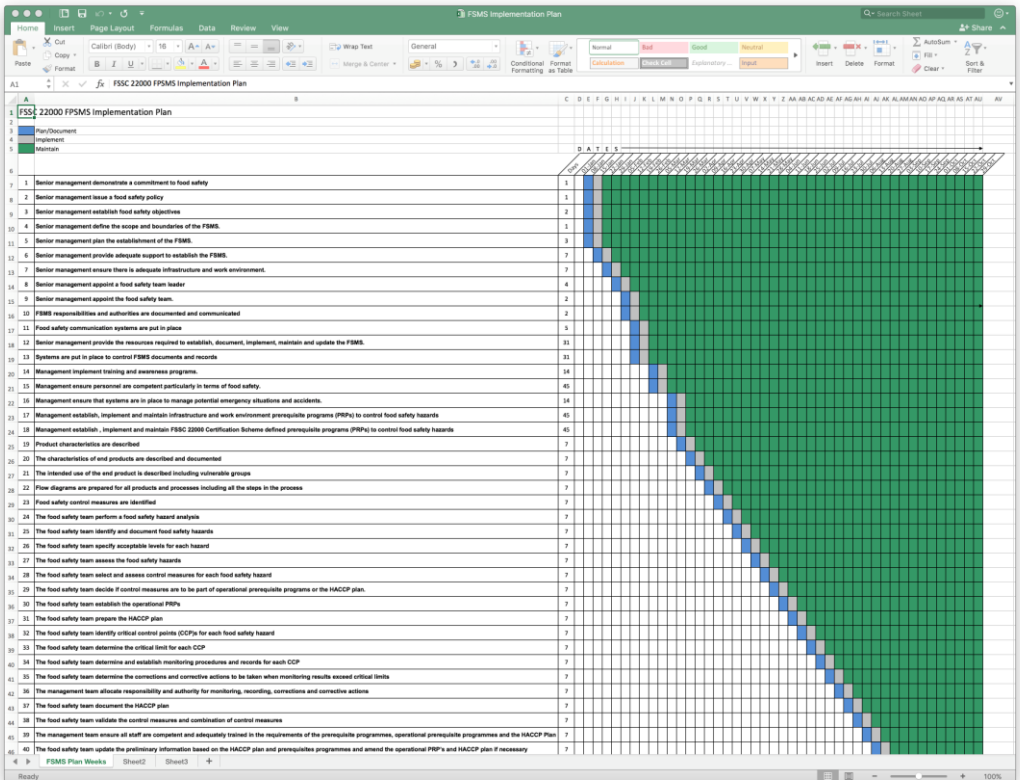
Non-Conformance Notification 0003 - A separate designated Quarantine Area is to be established. The Quarantine area is to be maintained in a clean and tidy condition. To be completed by 25th May 2018		
Non-Conformance Notification 0004 - Door to have strip curtains fitted and all staff briefed to ensure that the door is kept closed as much as possible. To be completed by 25th May 2018		
Non-Conformance Notification 0005 raised (Major) - Ingredient Storage to be controlled & segregation in place to prevent cross-contamination. To be completed by 8th May 2018		
Non-Conformance Notification 0006 raised (Major) - Each member of staff to have a training record, prioritizing staff who are carrying out critical product checks. To be completed by 8th May 2018		
Log Corrective Action Request Numbers Raised in Box Below:		
0001/0002/0003/004/005		
Name (Auditor) Anne Auditor	Signature (Auditor) *Anne Auditor*	Date: 1st May 2018
Name (Auditee) Warehouse Man	Signature (Auditee) *Warehouse Manager*	Date: 1st May 2018
Actions Complete and Corrective Actions Signed Off Audit Form Closed		
Name (Auditor) Anne Auditor	Signature (Auditor) *Anne Auditor*	Date: 25th May 2018

Document Reference Food Safety Quality System Audit Form QMR 010
Revision 1 1st August 2019
Owned by: Food Service Manager
Authorised By: General Manager

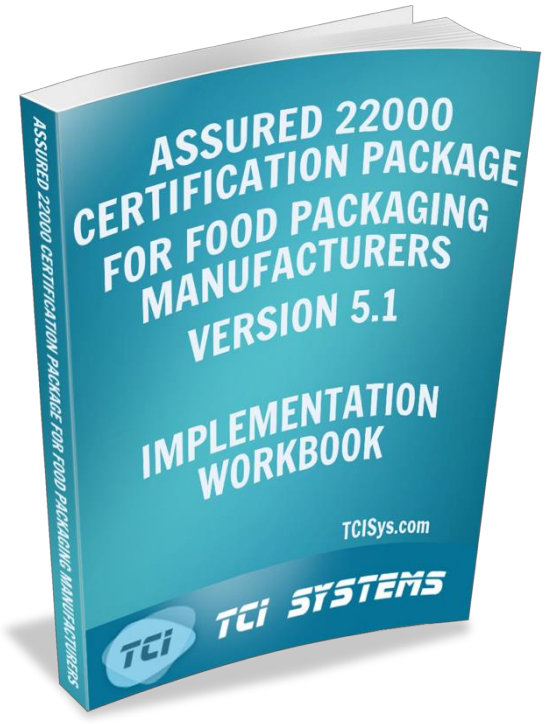
Page 2 of 3 English (UK) 75%

Project Tools

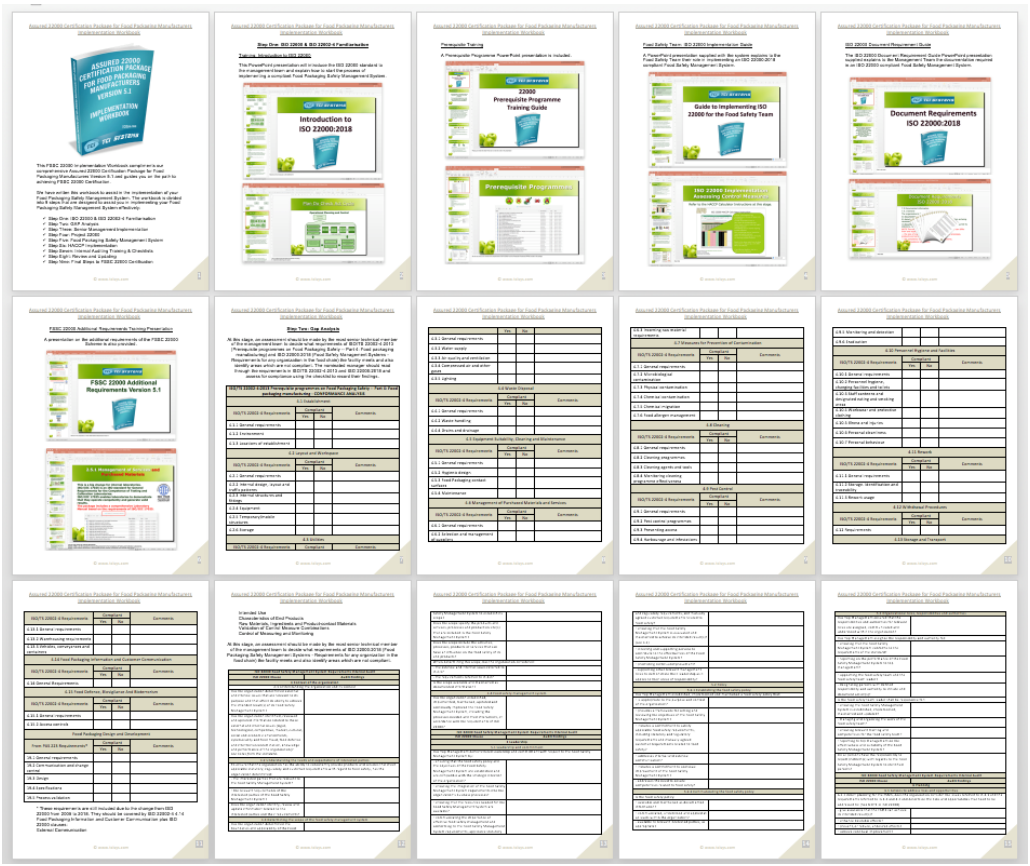
We provide an **FSSC 22000 FSMS Implementation Plan** which can be used to plan the development of your Safety Management System.



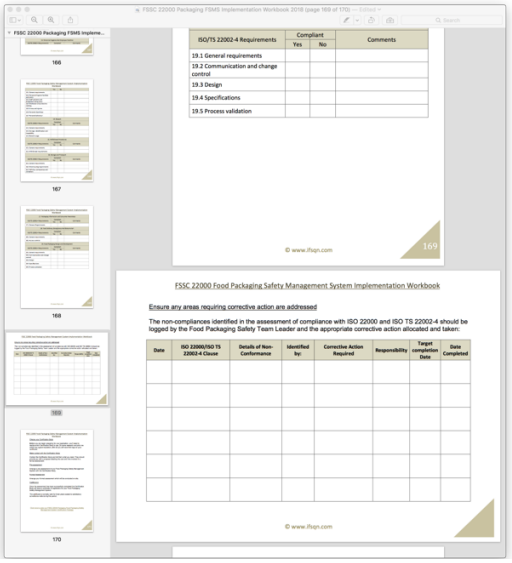
FSSC 22000 Packaging FSMS Implementation Workbook



An extensive workbook is provided to assist in the implementation of your FSSC 22000 compliant food packaging safety management system.

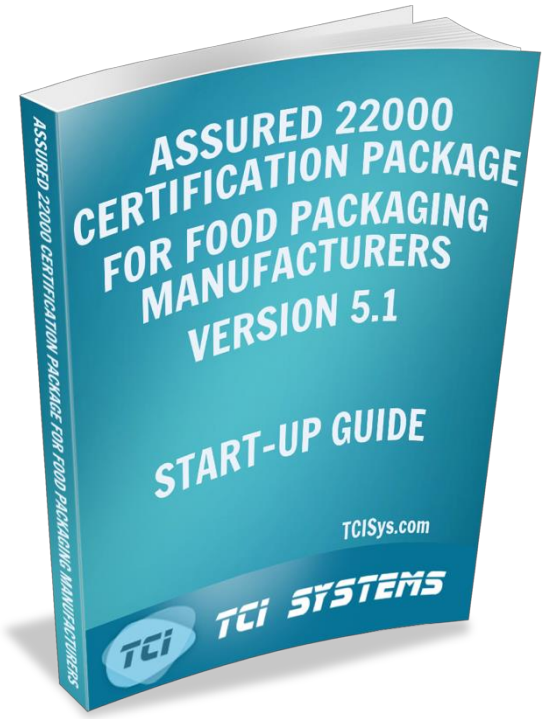


The Implementation Workbook includes a final Self-Assessment Checklist to ensure that you meet the requirements of ISO 22000, ISO 22002-4 and FSSC 22000 Certification Scheme Additional Requirements.



Start-Up Guide

We include a Assured 22000 Food Packaging Safety Management System Start-Up Guide which will guide you through the contents of the package.



Free online support via e-mail

We provide online support and expertise to assist you in developing your FSSC 22000 Food Packaging Safety Management System.

Support is provided until you achieve certification.

Click here to order the Assured 22000 Certification Package for Food Packaging Manufacturers Version 5.1