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GLOBAL
FOOD SAFETY INSTITUTE

A Quick Start To

FSSC22000 IMPLEMENTATION



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MA SAINT

FOUNDER OF GLOBAL FOOD SAFETY INSTITUTE

Along with her solid academic background in chemical engineering and food technology, Saint brings over 20 years of experience in the food industry across Myanmar, Singapore, Malaysia, and Thailand. Her extensive background as both an employee and a consultant provides her with unique insights and expertise to guide our clients to success.

She specializes in:

- Implementing Food Safety Management Systems (HACCP, ISO 22000, and FSSC 22000) at primary production, food processing, and food and feed processing/ manufacturing facilities
- Conducting online and offline food Safety training workshops
- Providing food product development solutions
- Transforming home-based food businesses into food manufacturing facilities
- Conducting food processing and entrepreneurship training workshops

This playbook provides a comprehensive guide to successfully adopting the FSSC 22000 Scheme. It outlines the essential steps - formulating a solid implementation plan, educating your food safety team and employees, facilitating effective implementation, evaluating the effectiveness of your Food Safety Management System (FSMS), and cultivating a strong food safety culture. Designed for food business operators and professionals, this resource equips you with the tools and insights to achieve and maintain FSSC 22000 certification.

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WHAT IS FSSC 22000?

FSSC 22000, VERSION 6

What is FSSC 22000?

FSSC 22000 has been delivering impact on global food safety for 15 years. The Scheme provides a certification model that can be used in the food manufacturing industry and the related supply chain to ensure food safety standards and processes. FSSC 22000 is GFSI-recognized and follows the food chain category description as defined in ISO 22003-1:2022.

From FSSC 22000 website

FSSC 22000 SCHEME REQUIREMENTS

The certification scheme and requirements are defined in three documents:

- FSSC 22000: Part 2 Requirements for Organizations To Be Audited
- ISO 22000:2018: Food Safety Management Systems Requirements
- Related ISO/TS 22002 Prerequisite Programs on Food Safety from the following-
 - Part 1: Food Manufacturing
 - Part 2: Catering
 - Part 3: Farming
 - Part 4: Food Packaging Manufacturing
 - Part 5: Transport and Storage
 - Part 6: Feed and Animal Food Production
 - Part 7: Retail

Benefits of FSSC 22000?

Confidence in Risk Management

If fully implemented, the FSSC 22000 System will provide your business with effective management of food safety hazards from the inputs to your facility through production, packaging, storage, and shipping.

Global Reach

Being one of the GFSI-recognized Food Safety Certificates and by the Foundation FSSC's vision, "Once certified; Recognized Everywhere," the FSSC 22000 certificate assures quality and food safety to customers and consumers and enhances the chance to reach the markets worldwide.

[Go to FSSC 22000 website and download the latest version:](#)

Download the Latest version

In March 2023, FSSC 22000 published version 6 of its Scheme, which is mandatory since 1 April 2024.

Select your language: **English** ▾

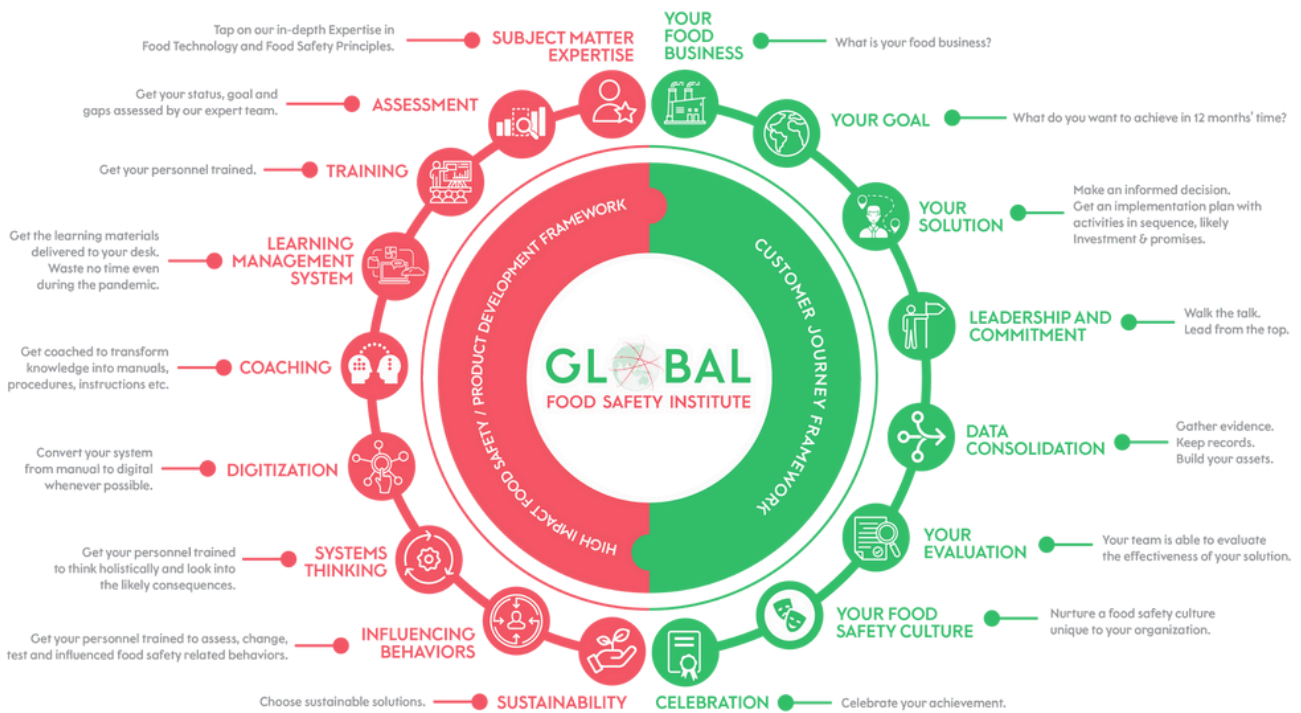
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OUR METHODOLOGY

OUR METHODOLOGY



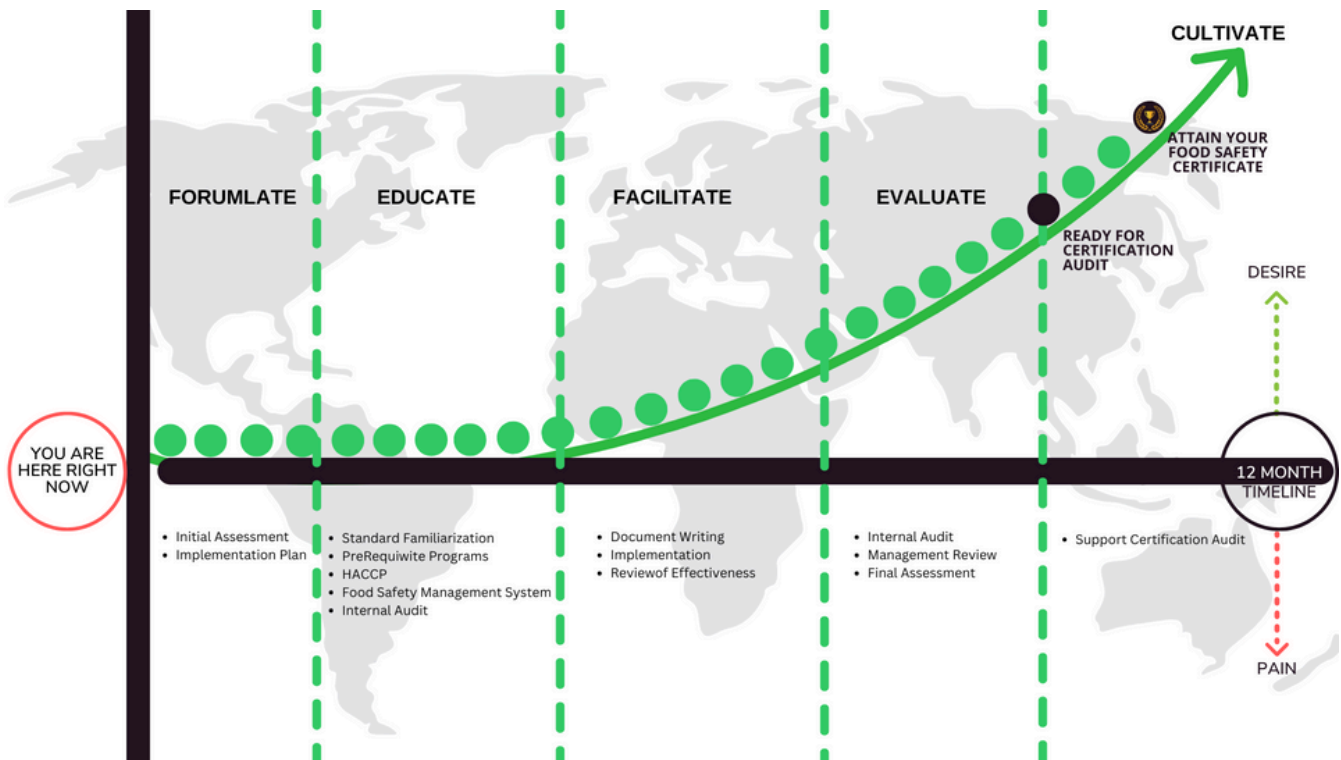
Our method helps clients reach their goals without affecting daily tasks. First, we create a solution and lead the food safety team with full dedication. We gather detailed information about the product, processes, and requirements, update documents as needed, and confirm with the team.

Once all documents are ready, we train the team to conduct internal audits. After completing these steps, the team is prepared for certification body audits and can achieve their desired certificate.

To support our clients effectively, our team is trained and experienced in food processing and food safety principles. We use globally recognized tools to assess facilities and are skilled in training, facilitation, and leadership. We see FSMS as a system of systems and apply system thinking during implementation.

Additionally, we stay updated on sustainability issues, such as the impact of climate change on food safety, enabling us to lead our clients' teams effectively.

GO GLOBAL MODEL



Our “Go Global” model includes five crucial phases to implement a food safety management system effectively:

Phase 1: Formulate

Conduct a thorough gap analysis and create a detailed implementation plan covering investments, training, and resource optimization.

Phase 2: Educate

Provide tailored training to ensure staff understand and apply food safety knowledge in their daily tasks.

Phase 3: Facilitate

Beyond training, help your team apply knowledge, revise documents, and establish a robust Food Safety Management System.

Phase 4: Evaluate

Equip your team with auditing skills, establish an internal audit system, and prepare for certification audits by an accredited body.

Phase 5: Cultivate

Foster a strong food safety culture to ensure long-term maintenance and continuous improvement of your Food Safety Management System.

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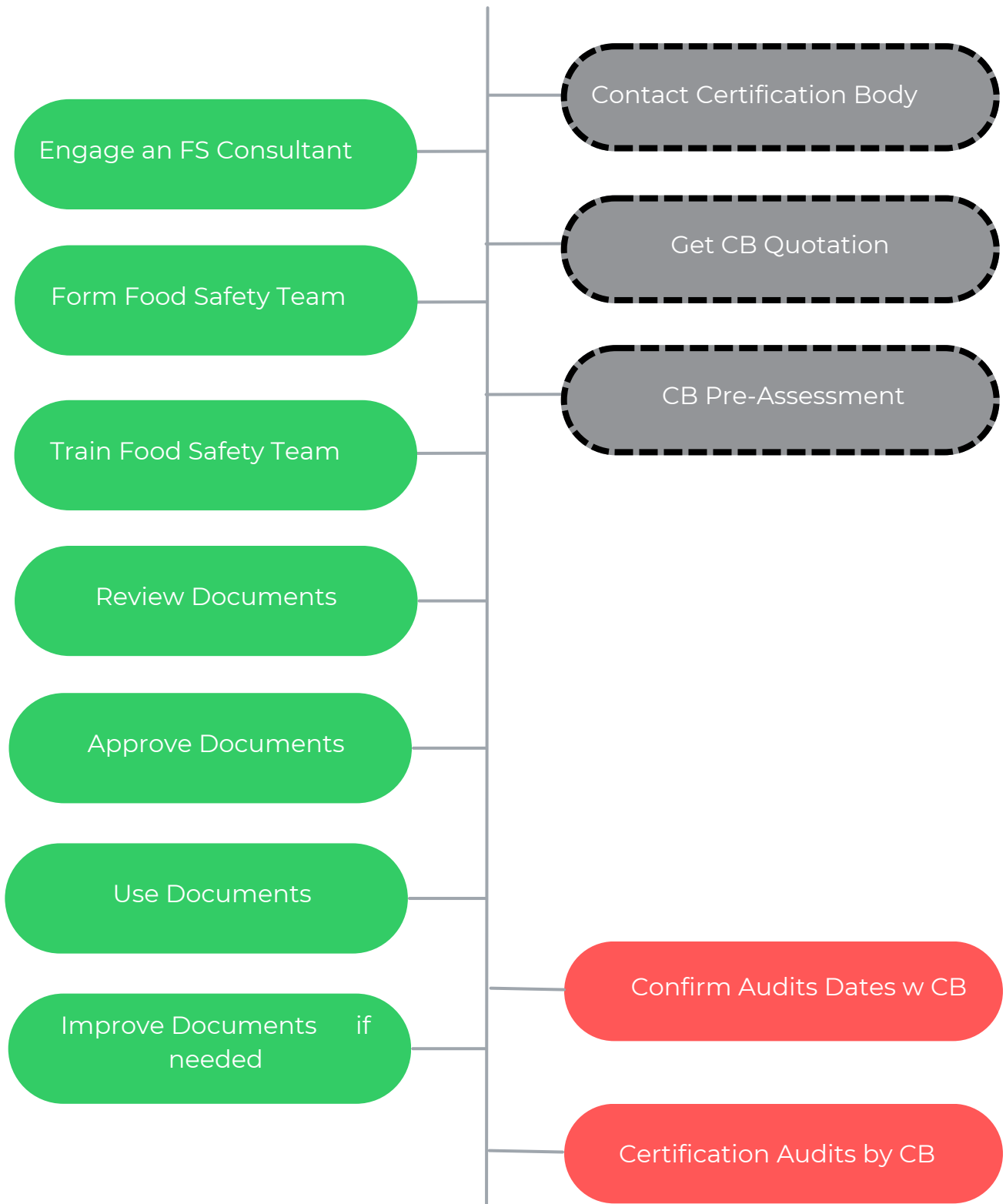
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SAMPLE TIMELINE FOR IMPLEMENTATION

SAMPLE 12M TIMELINE

Timeline	Step	Activity	Deliverables (FSSC 22000, V6)
Month 1	Engagement	Agreement Signed	• Signed Contract
Month 1	Assessment	Gap Analysis	• Assessment report and Implementation plan
Month 2	Training	FSSC 22000, V6 Scheme Familiarization	• Food Safety Team appointed • Food Safety Team is familiar with FSSC 22000, V6 scheme
Month 3	Documentation	PreRequisite Programs Training PRP Implementation	• Food Safety Team is trained on Foundation of Food Safety/ PRPs/ Good Manufacturing Practices • Layout Plans
Month 4	Implementation	PRP Implementation	• Prerequisite Programs Implementation including infrastructure improvement if necessary (e.g., construction of changing room, improving employees' facilities, etc.)
Month 5	Documentation	PRP Implementation	• Process Flow Diagram • Raw Material Specification • Final Product Specification
Month 5	Training	HACCP Training	• Food Safety Team trained on HACCP.
Month 6	Documentation	HACCP Implementation	• Traceability System established • Draft HACCP Plans
Month 7	Training Implementation	FSMS Training FSMS Implementation	• Food Safety Team trained on FSMS • FSMS Implementation • Finalized FSMS Documentation
Month 8	Documentation	Detail discussion on Additional Requirements	• Implementation of Additional requirements
Month 9	Implementation	Detail discussion on Additional Requirements	• Implementation of Additional requirements
Month 10	Training & Implementation	Internal Audit (IA) Training IA Implementation	• Food Safety Team is trained on Internal Audit • Internal Audit system established and implemented
Month 11	Review	Management Review	• Management Review Report
Month 12	Assessment	Final Assessment	• Final Assessment Report
TBC	Certification Audit	Audit Preparation	• Certification Audit – Stage 1 • Certification Audit – Stage 2
TBC	Certification	Certification Achieved	FSSC 22000 Food Safety Certificate for Your Organization

ACTIVITY SEQUENCE



Attain Your Certificate

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HOW YOUR FOOD SAFETY
TEAM LOOKS LIKE

YOUR FOOD SAFETY TEAM

The size of your food safety team varies depending on the size, the type and the complexity of your business. However, you can refer to the following sample to view what a typical food safety team looks like and the role of the representatives from each department in the team.

Quality Management

Responsible for developing Food Safety Programs, conduct inspections and audits, monitor processes, training new and existing employees on food safety and ensuring activities related to food safety are recorded.

Team Leader

Production

Responsible to implement procedures that meet the standards, monitor CCPs/OPRPs, maintain processing areas' hygienic status, reports issues that may affect the food safety status, and continuously improve process and environment.



Engineering

Take ownership for equipment and infrastructure's hygienic status, ensure preventive maintenance, comply with the standards and continuously improve processes and workplace.

Admin/HR

Ensure to hire and train employees to be competent, enforce food safety policy, lead cultivating food safety culture, keep employee medical checks in place.

Logistics/Warehouse

Responsible for selecting and continuously monitoring suppliers, oversees and prevent damage/spoilage during transport, implement traceability systems and withdraw/recall, ensure raw materials, ingredients and other supplies meet food safety standards.

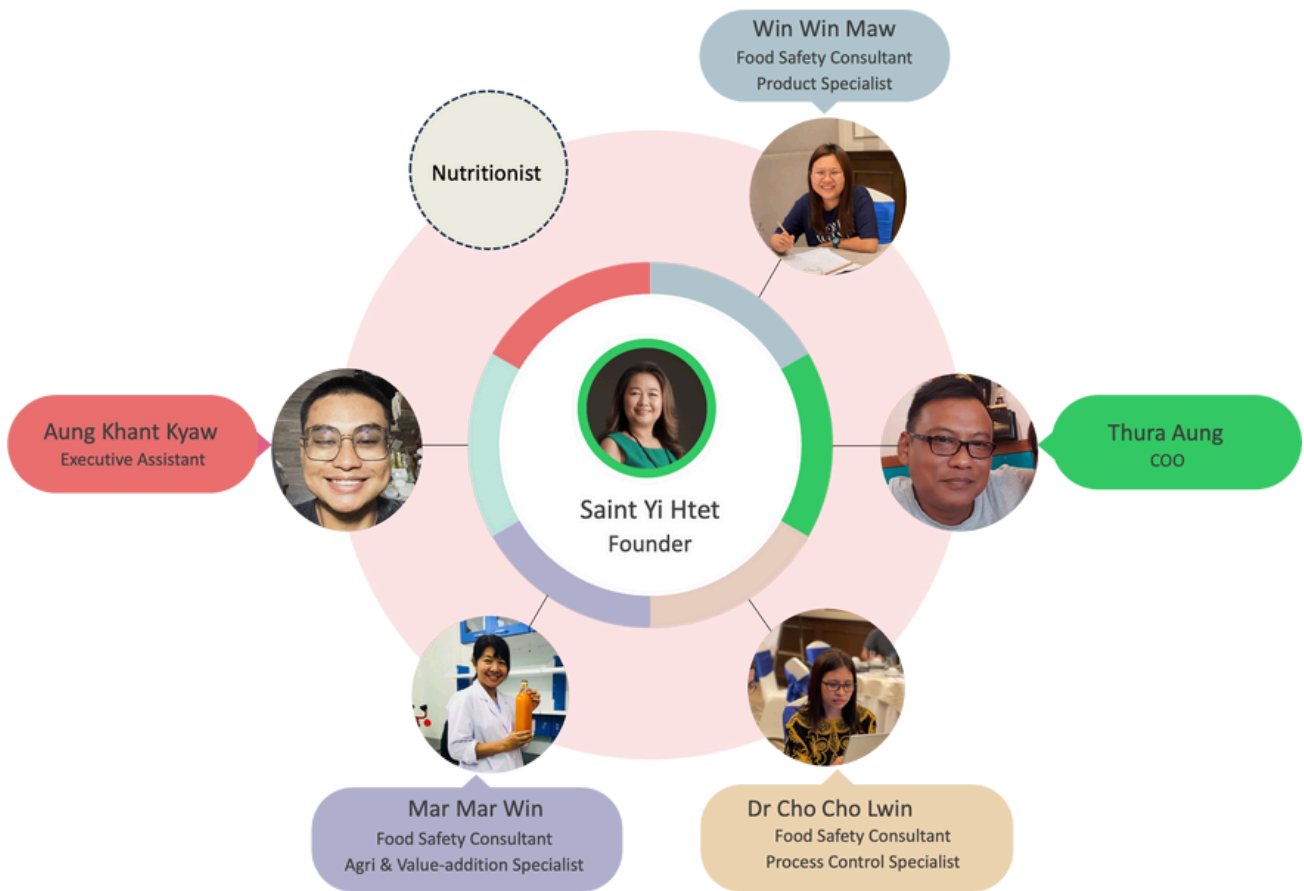
- Must be a member of the organization but may not be a member of senior management.
- Responsible for reporting the effectiveness and suitability of the FSMS to top management
- Given authority to establish, implement, maintain and update the FSMS
- Responsible for FS team management and organization of activities, including relevant training and education of the Food Safety Team members
- Must have an in-depth knowledge of HACCP and relevant knowledge of products, processes and associated hazards
- The central person in the Food Safety Management System
- May be responsible for interaction with external parties on FSMS-related issues

Ref: IFC Food Safety Foundation Training

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RESOURCES & SUPPORT

GFS INSTITUTE'S SUPPORT



Our consultants possess solid academic backgrounds in agriculture, food processing, chemical engineering, and food safety. We also have experience implementing Food Safety Management Systems in various sectors, including coffee, tea, fresh fruits and vegetables, rice, beans and pulses, seafood, confectionary and powder processing.

We support your Food Safety Team through training and coaching in implementation to ensure that establishment, implementation, and documentation meet the regulatory, customer, and target FSMS standard's requirements.

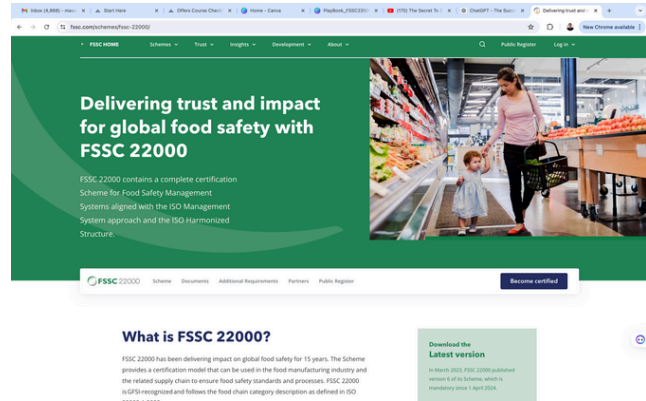
We have assisted numerous Food Business Operators (FBOs) in:

- Developing plans that meet food safety requirements and establishing manufacturing infrastructure
- Creating documentation according to selected food safety standards
- Implementing selected Food Safety Management Systems
- Preparing for HACCP, ISO 22000, and FSSC 22000 certification audits and addressing audit deficiencies
- Implementing process and system improvements
- Providing Food Safety training, upskilling, and refresher training to meet compliance requirements

RELIABLE RESOURCES

FSSC 22000 WEBSITE

For the latest developments related to standards, check out on FSSC 22000 Website: <https://www.fssc.com/schemes/fssc-22000/>



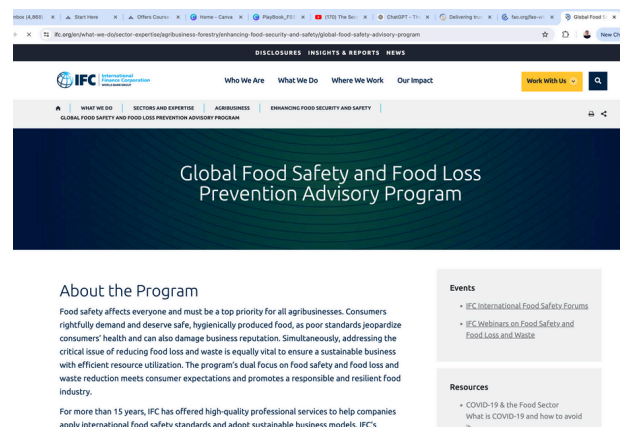
CODEX ALIMENTARIUS

Refer to Codex Alimentarius for globally referenced standards, guidelines and codes of practice. <https://www.fao.org/fao-who-codexalimentarius/en/>

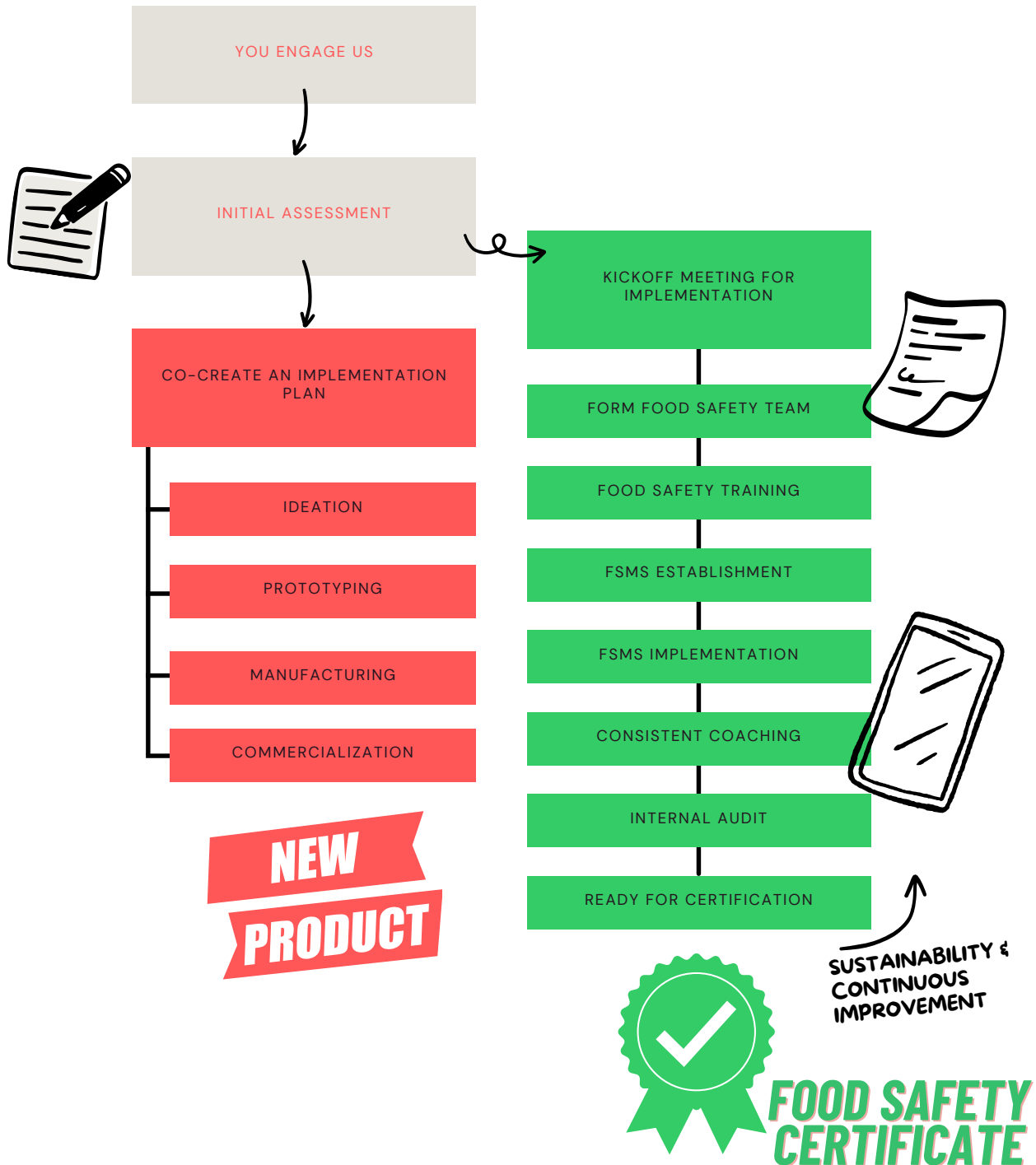


IFC FOOD SAFETY AND FOOD LOSS PREVENTION PROGRAM WEBSITE

For food safety assessments, food loss estimations, staff training, and guidance in attaining international certification, refer to the IFC website: <https://www.ifc.org/en/what-we-do/sector-expertise/agribusiness-forestry/enhancing-food-security-and-safety/global-food-safety-advisory-program>



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