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Introduction to HACCP

Hazard Analysis Critical Control Point, or HACCP, is a system, which gives us a pro-active common sense approach to the safety management of our food products.

HACCP was originally designed in the early days of the American manned space programme, and was developed by the Pillsbury Company, NASA and the United States Army laboratories, to ensure the Microbiological safety of the astronauts' food.

The HACCP system was launched publicly in 1971, and is designed to identify and control hazards that may occur anywhere in a food processing operation.

The benefits of the HACCP system are as follows:

- A Preventative System
- A Systematic Approach
- Helps demonstrate 'Due Diligence'
- Internationally accepted
- Strengthens Quality Management Systems
- Facilitates regulatory inspection/external audits
- Demonstrates Management commitment

Scope of HACCP Plan

The purpose of this Farms food safety program is to identify and control, prevent and eliminate food safety hazards.

The HACCP Team have identified the Scope of this study as being:

From the purchase of the seed or propagation materials through to the final harvesting and collection of produce by packing facilities.

The HACCP plan provides an overview of the process involved in:

- Intake of stock
- Growing
- Harvesting
- Storage
- Packing of stock
- Dispatch of product

For:

- Strawberries
- Raspberries
- Blueberries
- Blackberries

This HACCP plan has been prepared in accordance with:

- CODEX Alimentarius Guidelines 97/13A for HACCP
- European Communities (Hygiene of Foodstuffs) Regulations 2006

HACCP Team

Name	Position	Qualifications
	Team Leader	
	Grower	
	General Manager	

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Definitions

Term	Definition
Critical control Point (CCP)	A step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level.
Pre- Requisite Programme (PRP)	Practices and procedures forming the basis of preventable actions: • Receiving, Storage & Transport (e.g. procedure for receipt, approved supplier programme etc.) • Calibration & Maintenance • Cleaning • Pest control • Staff training & Personnel • Product Identification, Traceability & Recall • Premises (buildings & site)
Risk Analysis Table	A tabulated record of all Hazards that affect or have the potential to affect the safety of the products under analysis. The significance of a hazard is rated as low, medium or high and control measures for each hazard are stated.
HACCP Table	Hazards identified in the risk analysis table as being of medium or high significance and their respective control measures are transferred to the HACCP table. The critical limit of these hazards is specified. Details of who will monitor the critical limit to make sure it is not broken are given. Actions to be taken when critical limits are broken are also given. Records of monitoring activities are listed.
Sev	Severity: the consequences of the Hazard occurring H – High – Life Threatening or causing severe illness / injury M- Medium – Moderate illness/injury not life threatening L- Low- Mild illness/injury, not life threatening
Lik	Likelihood: the likelihood of the hazard occurring H- High – Likely to occur often M- Medium – May occur sometimes L – Low – Unlikely to occur
Sig	Significance. The consequences of the hazard occurring when both the severity and likelihood are high, the significance is high.

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Methodology

The flow chart has been designed so that each step has been allocated a number. All steps that are repeated throughout the process have been allocated the same number to save repetition in the risk analysis table.

The method used to establish CCP's within this HACCP plan has been based on the significance of each hazard as determined by the risk analysis table.

Hazards which can be controlled, Prevented or eliminated by the application of Per-Requisite Programme are not included in the HACCP table. Therefore these hazards have been identified in the risk analysis and have not been carried forward to the HACCP table as CCP's.

All other hazards not controlled by PRP and defined as highly significant within the Risk Analysis Table have been carried over to the HACCP table as a CCP. These hazards are all monitored and a record of that activity maintained.

Hazards defined as less than significant within the Risk Analysis Table are not carried over to the HACCP Table and may not be monitored or a record maintained.

TOTAL RISK = LIKELIHOOD x SEVERITY

Likelihood	Severity
1 = Improbable event – once every five years	1 = Negligible – no impact or not detectable
2 = Remote possibility – once every year	2 = Marginal – only internal company target levels affected
3 = Occasional event – once per month	3 = Significant – Impact on critical limits
4 = Probable event – once per week	4 = Major – Impact on customers (may not be the public)
5 = Frequent event – once per day	5 = Critical – public health risk / public product recall

Likelihood	Severity				
	1	**2**	**3**	**4**	**5**
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

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Product Identification, Intended Use and Process

Soft fruit, i.e., Strawberries, Raspberries, Blackberries, and Blueberries are a convenience food and can be eaten without further processing, or can be used by the consumer as a cooking ingredient.

The plants are received into the facility and the goods in checks are carried out. Inspections confirm the following:

- Approved supplier – confirmation
- Variety
- Weight
- Defects
- Quality of packaging

The plants are introduced into the growing pots and bags where Biological Control is implemented.

Product Description

Description:	**Strawberries - fruit**
Product Specification	See individual fruit specification for strawberries
Relevant safety information:	Predominantly eaten raw. Can be eaten intact or peeled and/or cut. Grown above ground, Inside. Grown above ground, outside.
Processing Procedure	Planting, Picking, Packing
Food Additives	None
Processing Aids	None
Preservatives (Minimum concentration)	None
Packaging:	Various forms including Loose in punnets, sizes vary depending on customer requirements 227g, 300g, 400g 454g, 500g
Labelling requirements relating to Food Safety	Product Name, Display Until, Origin, Variety, Barcode, Address all as per specification
Durability & storage conditions:	Storage conditions - chill storage $3^oC – 8^oC$
Method of Preservation (pH, a_w , time temp etc)	$3^oC – 8^oC$ Chill storage
Product Shelf Life	3 days from manufacture
Method of distribution:	Within country product is transported in refrigerated enclosed trucks. Generally fruit crops are transported in refrigerated sea containers or palletised in the bulk holds of ships. They can also be transported by air freight (e.g. berries). Generally consignments do not consist of more than one product.
Expected uses:	Predominantly eaten raw. May be cooked.
Vulnerable groups of population:	All groups may consume these raw and/or cooked.
Potential for abuse:	Not washed or refrigerated in the home and/or at the distribution centre/retailer.

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Description:	**Raspberries - fruit**
Product Specification	See individual fruit specification for Raspberries
Relevant safety information:	Predominantly eaten raw. Can be eaten intact or peeled and/or cut. Grown above ground, Inside. Grown above ground, outside.
Processing Procedure	Planting, Picking, Packing
Food Additives	None
Processing Aids	None
Preservatives (Minimum concentration)	None
Packaging:	Various forms including Loose in punnets, sizes vary depending on customer requirements 125g, 170g, 250g,
Labelling requirements relating to Food Safety	Product Name, Display Until, Origin, Variety, Barcode, Address all as per specification
Durability & storage conditions:	Storage conditions - chill storage $3^oC – 8^oC$
Method of Preservation (pH, a_w , time temp etc)	$3^oC – 8^oC$ Chill storage
Product Shelf Life	3 days from manufacture
Method of distribution:	Within country product is transported in refrigerated enclosed trucks. Generally fruit crops are transported in refrigerated sea containers or palletised in the bulk holds of ships. They can also be transported by air freight (e.g. berries). Generally consignments do not consist of more than one product.
Expected uses:	Predominantly eaten raw. May be cooked.
Vulnerable groups of population:	All groups may consume these raw and/or cooked.
Potential for abuse:	Not washed or refrigerated in the home and/or at the distribution centre/retailer.

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Description:	**Blackberries - fruit**
Product Specification	See individual fruit specification for Blackberries
Relevant safety information:	Predominantly eaten raw. Can be eaten intact or peeled and/or cut. Grown above ground, Inside. Grown above ground, outside.
Processing Procedure	Planting, Picking, Packing
Food Additives	None
Processing Aids	None
Preservatives (Minimum concentration)	None
Packaging:	Various forms including Loose in punnets, sizes vary depending on customer requirements 125g, 150g
Labelling requirements relating to Food Safety	Product Name, Display Until, Origin, Variety, Barcode, Address all as per specification
Durability & storage conditions:	Storage conditions - chill storage $3^oC – 8^oC$
Method of Preservation (pH, a_w , time temp etc)	$3^oC – 8^oC$ Chill storage
Product Shelf Life	3 days from manufacture
Method of distribution:	Within country product is transported in refrigerated enclosed trucks. Generally fruit crops are transported in refrigerated sea containers or palletised in the bulk holds of ships. They can also be transported by air freight (e.g. berries). Generally consignments do not consist of more than one product.
Expected uses:	Predominantly eaten raw. May be cooked.
Vulnerable groups of population:	All groups may consume these raw and/or cooked.
Potential for abuse:	Not washed or refrigerated in the home and/or at the distribution centre/retailer.

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Description:	**Blueberries - fruit**
Product Specification	See individual fruit specification for Blueberries
Relevant safety information:	Predominantly eaten raw. Can be eaten intact or peeled and/or cut. Grown above ground, Inside. Grown above ground, outside.
Processing Procedure	Planting, Picking, Packing
Food Additives	None
Processing Aids	None
Preservatives (Minimum concentration)	None
Packaging:	Various forms including Loose in punnets, sizes vary depending on customer requirements 125g, 150g, 170g
Labelling requirements relating to Food Safety	Product Name, Display Until, Origin, Variety, Barcode, Address all as per specification
Durability & storage conditions:	Storage conditions - chill storage $3^oC – 8^oC$
Method of Preservation (pH, a_w , time temp etc)	$3^oC – 8^oC$ Chill storage
Product Shelf Life	3 days from manufacture
Method of distribution:	Within country product is transported in refrigerated enclosed trucks. Generally fruit crops are transported in refrigerated sea containers or palletised in the bulk holds of ships. They can also be transported by air freight (e.g. berries). Generally consignments do not consist of more than one product.
Expected uses:	Predominantly eaten raw. May be cooked.
Vulnerable groups of population:	All groups may consume these raw and/or cooked.
Potential for abuse:	Not washed or refrigerated in the home and/or at the distribution centre/retailer.

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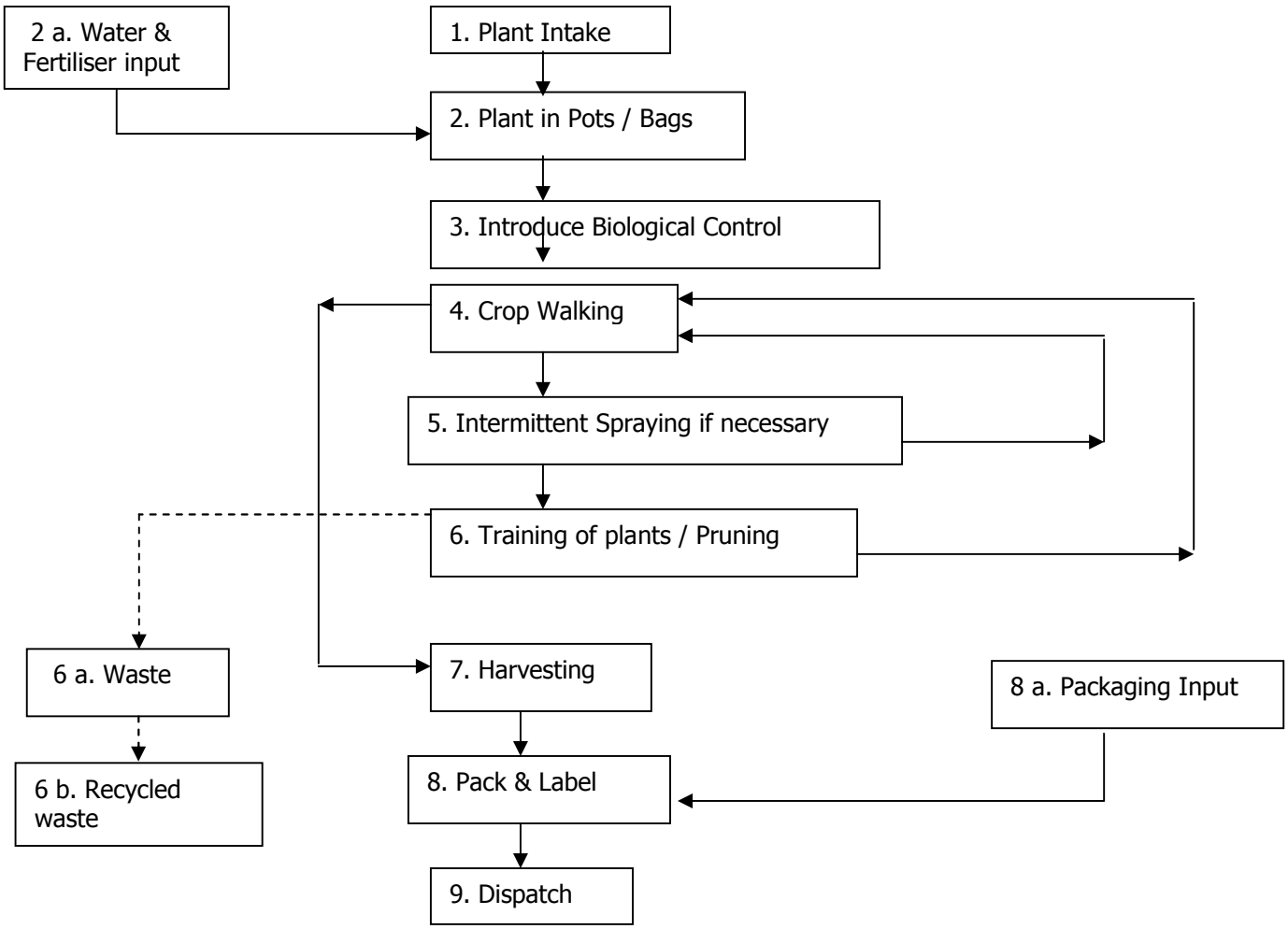
Flow Diagram



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Hazard Analysis

Process Step	Potential Hazard	Sev	Lik	Sig*	Reasons fro significance	CCP	Control Measures
1. Plant Intake	Microbiological contamination of plants	4	1	4	Contaminated product entering production	**NO**	Plants sourced from accredited suppliers. Plant passports accompany all material accepted on site.
1. Plant Intake	Chemical Contamination by pesticides	5	1	5	Contaminated product entering production	**NO**	Plants sourced from accredited suppliers. Plant passports provide the history / traceability of used chemicals.
1. Plant Intake	Physical Contamination from pests Foreign body/Dust contamination from production environment	5	1	5	Contaminated product entering production	**NO**	Plants sourced from accredited growers. Plant passports accompany plants to detail they are pest free. Hygiene procedures in place. Glass procedures in place
2. Plant into Pots / Bags	Microbiological Contamination from personnel	3	1	3	Contaminated product entering production could affect product	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
2. Plant into Pots / Bags	Physical Contamination from personnel Foreign body/Dust contamination from production environment	3	1	3	Contaminated product entering production could affect product	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place
2 a. Water & fertiliser input	Microbiological Contamination from water contaminated	5	1	5	Contaminated product entering production could affect product	**NO**	All water used in the growing area passes through a UV filter. Water samples are taken before and after the UV filter to verify that the system is working. Samples are taken every 2 weeks for verification. This is monitored externally and advice and recommendations are

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							given from the service provider where results are unsatisfactory. A service contract is in place to ensure that the filters are maintained and changed when necessary.
3. Biological Control Introduced	Microbiological Contamination from insects	5	1	5	Contaminated product entering production could affect product	**NO**	All biological controls are purchased from approved suppliers with certificates of conformance
4. Crop Walking	Microbiological Contamination from personnel	3	1	3	Contaminated product entering production could affect product	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
4. Crop Walking	Physical Contamination from personnel Foreign body/Dust contamination from production environment	3	1	3	Contaminated product entering production could affect product	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place
5. Intermittent Spraying if infestation noticed	Microbiological Contamination from unclean spraying devices	5	1	5	Contaminated product entering production could affect product	**NO**	Cleaning schedules are in place to ensure that all spray equipment is cleaned sufficiently preventing micro spread.
5. Intermittent Spraying if infestation noticed	Chemical Contamination from overuse of plant protection products	5	1	5	Contaminated product entering production could affect product	**NO**	Trained personnel only permitted to use chemicals. Chemicals records are kept on file.
5. Intermittent Spraying if infestation noticed	Physical Contamination from personnel Foreign body/Dust contamination from production environment	3	1	3	Contaminated product entering production could affect product	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place
6. Pruning & turning of	Microbiological Contamination from	3	1	3	Contaminated	**NO**	Personnel entering the facilities are trained to

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plants	personnel				product entering production could affect product		wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
6. Pruning & turning of plants	Physical Contamination from personnel Foreign body/Dust contamination from production environment	3	1	3	Contaminated product entering production could affect product	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place
6 a. Waste	Microbiological Contamination from personnel	4	1	4	Contaminated Product could affect consumer	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
6 a. Waste	Physical Contamination from personnel Foreign body/Dust contamination from production environment	4	1	4	Contaminated Product could affect consumer	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place
6 b. Recycled waste	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	4	1	4	Contaminated Product could affect consumer	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
7. Harvesting	Microbiological Contamination from personnel handling fruit	5	1	5	Contaminated Product could affect consumer	**NO**	All staff are trained on hand-washing procedures through basic food safety training during the induction. Personal Hygiene procedures in place
7. Harvesting	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	5	1	5	Contaminated Product could affect consumer	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files. Glass procedures in place

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8. Pack & Label	Microbiological Contamination from personnel handling the fruit	5	1	5	Contaminated Product could affect consumer	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors
8. Pack & Label	Chemical Contamination from non food grade crates / liners	5	1	5	Contaminated Product could affect consumer	**NO**	All crates and liners are constructed of food grade plastic. Packing procedures in place.
8 a. Packaging input	Microbiological Contamination from packaging used to pack and label products	5	1	5	Contaminated Product could affect consumer	**NO**	Packaging is sourced from approved suppliers Supplier approval procedures in place. Certificates confirming food grade packaging in place.
8 a. Packaging input	Chemical Contamination from non food grade material	5	1	5	Contaminated Product could affect consumer	**NO**	Primary packaging is made from food grade material. Packaging is sourced from approved suppliers. Supplier approval procedures in place. Certificates confirming food grade packaging in place.
8 a. Packaging input	Physical contamination from foreign bodies within packaging	5	1	5	Contaminated Product could affect consumer	**NO**	Packaging is sourced from approved suppliers. Packaging is only taken into the harvesting areas when needed. It is not left in the area when not in use. All opened packaging, which hasn't been fully used, is recovered and stored sufficiently to prevent the risk of pest infestation. Packaging is sourced from approved suppliers. Supplier approval procedures in place. Certificates confirming food grade packaging in place.
9. Dispatch	Physical Contamination from personnel Foreign body/Dust contamination from production environment	5	1	5	Contaminated Product could affect consumer	**NO**	Wood policy is in place to ensure that only good quality, fully intact pallets are used for stacking fruit. Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.

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							Glass procedures in place

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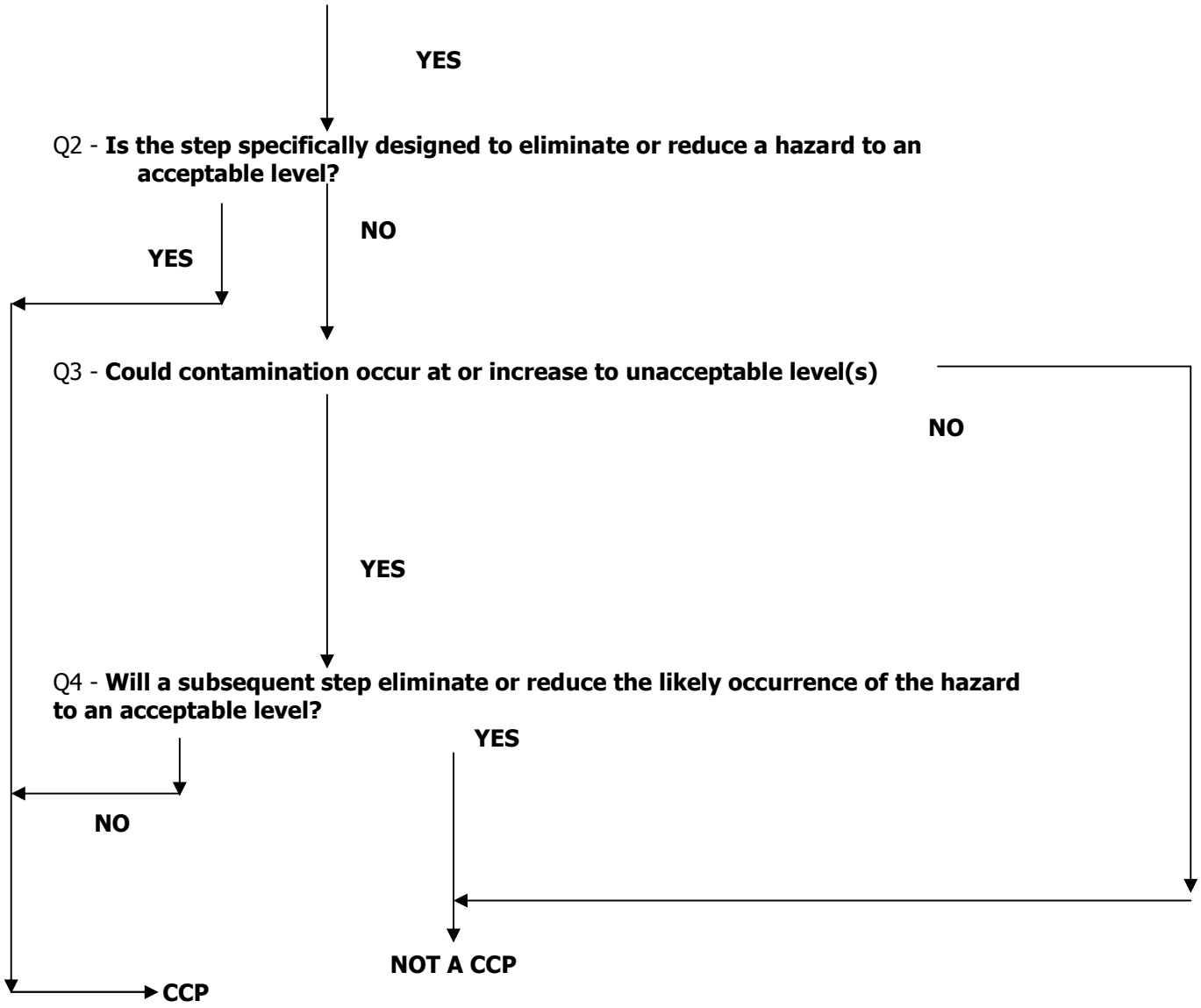
CCP Decision Tree

The CCP decision tree is as follows:



CCP Determination: A CCP is a step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level. The information collated during the hazard analysis allows for the identification of CCP's. To assist in the decision making process of determining CCP's a CCP decision tree was used.

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Process Step	Potential Hazard	Q1	Q2	Q3	Q4	CCP (Y/N)	Control Measures
1. Plant Intake	Microbiological contamination of plants from the plant suppliers	YES	NO	NO	N/A	**NO**	Plants sourced from accredited suppliers. Plant passports accompany all material accepted on site.
1. Plant Intake	Chemical Contamination by pesticides above the MRL levels specified for each chemical	YES	NO	NO	N/A	**NO**	Plants sourced from accredited suppliers. Plant passports provide the history / traceability of used chemicals.
1. Plant Intake	Physical Contamination from pests	YES	NO	NO	N/A	**NO**	Plants sourced from accredited growers. Plant passports accompany plants to detail they are pest free
2. Plant into Pots / Bags	Microbiological Contamination from personnel handling the plants.	YES	NO	NO	N/A	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
2. Plant into Pots / Bags	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
2 a. Water & fertiliser input	Microbiological Contamination from water contaminated with Fusarium, coliforms, E-coli or Salmonella	YES	NO	NO	N/A	**NO**	All water used in the growing area passes through a UV filter. Water samples are taken before and after the UV filter to verify that the system is working. Samples are taken every 2 weeks for verification. This is monitored externally and advice and recommendations are given from the service provider where results are unsatisfactory. A service contract is in place to ensure that the filters are maintained and changed when necessary.
3. Biological Control Introduced	Microbiological Contamination from insects carrying disease	YES	NO	NO	YES	**NO**	All biological controls are purchased from approved suppliers with certificates of conformance

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4. Crop Walking	Microbiological Contamination from personnel handling the plants	YES	NO	NO	N/A	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
4. Crop Walking	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
5. Intermittent Spraying if infestation noticed	Microbiological Contamination from unclean spraying devices	YES	NO	NO	YES	**NO**	Cleaning schedules are in place to ensure that all spray equipment is cleaned sufficiently preventing micro spread.
5. Intermittent Spraying if infestation noticed	Chemical Contamination from overuse of plant protection products	YES	NO	NO	YES	**NO**	Trained personnel only permitted to use chemicals. Chemicals records are kept on file.
5. Intermittent Spraying if infestation noticed	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
6. Pruning & turning of plants	Microbiological Contamination from personnel handling, pruning or training plants	YES	NO	NO	N/A	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on personnel files.
6. Pruning & turning of plants	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
6 a. Waste	Microbiological Contamination from personnel handling, pruning or training plants	YES	NO	NO	N/A	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors. All staff trained and records retained on

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							personnel files.
6 a. Waste	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
6 b. Recycled waste	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
7. Harvesting	Microbiological Contamination from personnel handling fruit	YES	NO	NO	N/A	**NO**	All staff are trained on hand-washing procedures through basic food safety training during the induction. Personal Hygiene procedures in place
7. Harvesting	Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.
8. Pack & Label	Microbiological Contamination from personnel handling the fruit	YES	NO	NO	N/A	**NO**	Personnel entering the facilities are trained to wash hands. Personal Hygiene procedure in place. Hand washing signs are visible to all staff and visitors
8. Pack & Label	Chemical Contamination from non food grade crates / liners	YES	NO	NO	N/A	**NO**	All crates and liners are constructed of food grade plastic. Packing procedures in place.
8 a. Packaging input	Microbiological Contamination from packaging used to pack and label products	YES	NO	NO	N/A	**NO**	Packaging is sourced from approved suppliers Supplier approval procedures in place. Certificates confirming food grade packaging in place.
8 a. Packaging input	Chemical Contamination from non food grade material	YES	NO	NO	N/A	**NO**	Primary packaging is made from food grade material. Packaging is sourced from approved suppliers Supplier approval procedures in place. Certificates confirming food grade packaging in place.
8 a. Packaging input	Physical contamination from foreign bodies within packaging or from the surrounding	YES	NO	NO	N/A	**NO**	Packaging is sourced from approved suppliers. Packaging is only taken into the harvesting areas

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	area						when needed. It is not left in the area when not in use. All opened packaging, which hasn't been fully used, is recovered and stored sufficiently to prevent the risk of pest infestation Packaging is sourced from approved suppliers Supplier approval procedures in place. Certificates confirming food grade packaging in place.
9. Dispatch	Physical Contamination from damaged wooden pallets Physical Contamination from personnel handling the crop. Foreign body/Dust contamination from production environment	YES	NO	NO	N/A	**NO**	Wood policy in place to ensure that only good quality, fully intact pallets are used for stacking fruit Hygiene and Personal Hygiene procedures are in place to ensure that no foreign bodies are introduced into the growing area. All staff trained and records retained on personnel files.

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Verification Table

Activity	Description	Frequency	Responsibility	Records
Review certification records	All annual Global Gap (or similar) must be up to date to ensure that system is followed & limits are adhered too	Annual Certification	Technical Manager	Annual Certificates on supplier file
Verify flow chart	Follow flow chart through the production run	During internal audits quarterly	Internal auditor & Technical Manager	Update flow chart – HACCP system
Review Hazards	HACCP team reviews hazards	Once / year Or After changes	HACCP Team	Hazards analysis report
Review trade requirements through EU portal / FSAI	HACCP team reviews requirements	Once / year Or After changes	HACCP Team	E-mail alerts / memos from FSAI or EU
Review customer complaints & rejections	Assess any customer complaint records to highlight any deficiencies of the system	Once / year Or After changes	Technical Manager	Management review documentation
Validate critical limits	Check that critical limits are still appropriate – carry out literature search	Once / Year	HACCP team	Scientific Papers
Review staff training	Review staff training needs in HACCP / Food Safety awareness to ensure training records up to date	Once / Year Or on induction of new / contract staff	HR	Staff training records

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Validation Table

Potential Hazard	Critical Limits	References
Hepatitis A, Salmonella, E. Coli, E. coli 0157:H7 Listeria monocytogenes Campylobacter jejuni Shigella, Other food poisoning organisms Norwalk Viruses Parasites i.e. *Cyclosporidium*	Elimination of poor hygiene practices By food handlers etc Poor hygiene practices Poor cleaning practices	Code of Hygienic Practices for Fresh Fruit & Vegetables (Codex Alimentarius) CACP/RCP53-2003 Customers' codes of practice
Salmonella	Sampling plan on microbiological criteria for foodstuffs	Commission Regulation (EC) No: 2073/2005 15th November 2005
Pesticides	Control of MRL (pesticide) levels in fruit	Commission Regulation (EC) No: 396/2005 23rd February 2005

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