IFS Food v7 checklist compared with IFS Food v6.1 checklist

V7 chapter	Requirements v7 and type of changes	V6.1 chapter	Requirements V6.1
1	**Governance and commitment**	1	**Senior Management Responsibility**
1.1	**Policy**	1.1	**Corporate policy / Corporate principles**
1.1.1	The senior management shall develop, implement and maintain a corporate policy, which shall include, at a minimum : - food safety and product quality - customer focus -food safety culture. This corporate policy shall be communicated to all employees and **shall be broken down into specific objectives for the relevant departments**.	1.1.1	**The senior management shall draw up and implement a corporate policy. This shall consider as a minimum:** **- customer focus** **- environmental responsibility** **- sustainability** **- ethics and personnel responsibility** **- product requirements (includes: product safety, quality, legality, process and specification).** **The corporate policy shall be communicated to all employees.**
	Merged in 1.1.1	1.1.2	**The content of the corporate policy shall have been broken down into specific objectives for the related departments. The responsibility and the time scale for achievement shall be defined for each department of the company.**
	Merged in 1.1.1	1.1.3	**From the corporate policy, the quality and food safety objectives shall be communicated to the employees in the respective departments and shall be effectively implemented.**
	Merged in 1.4.1	1.1.4	**The senior management shall ensure that the achievement of all objectives is regularly reviewed, as a minimum at least once a year.**
1.1.2	All relevant information related to food safety, product quality and authenticity shall be communicated effectively and in a timely manner to the relevant personnel.	1.1.5	**All relevant information related to food safety and quality shall be communicated effectively and in a timely manner to the relevant personnel.**
1.2	**Corporate structure**	1.2	**Corporate structure**
	Merged in 1.2.7	1.2.1	**An organisation chart shall be available showing the structure of the company.**
1.2.1 **KO**	**KO n°1: The senior management shall ensure that employees are aware of their responsibilities related to food safety and product quality and that mechanisms are in place to monitor the effectiveness of their operation. Such mechanisms shall be clearly identified and documented.**	1.2.4 KO	**KO n°1: The senior management shall ensure that employees are aware of their responsibilities related to food safety and quality and that mechanisms are in place to monitor the effectiveness of their operation. Such mechanisms shall be clearly identified and documented.**
	Deleted	1.2.5	**Employees with influence on product requirements shall be aware of their responsibilities, and shall be able to demonstrate their understanding of their responsibilities.**

	Deleted	1.2.6	**The company shall have an IFS representative nominated by senior management.**
1.2.2	The senior management shall provide sufficient and relevant resources to meet the product and process requirements.	1.2.7	**The senior management shall provide sufficient and relevant resources to meet the product requirements.**
1.2.3	The department responsible for food safety and quality management shall have a direct reporting relationship to the senior management. An organisational chart shall be available, showing the structure of the company.	1.2.8	**The department responsible for quality and food safety management shall have a direct reporting relationship to the senior management.**
1.2.4	The senior management shall ensure that all processes (documented and undocumented) are known by the relevant personnel and are applied consistently.	1.2.9	**The company shall ensure that all processes (documented and undocumented) are known by the relevant personnel and are applied consistently.**
1.2.5	The senior management shall have a system in place to ensure that the company is kept informed of all relevant legislation, scientific and technical developments, industry codes of practice, food safety and product quality issues, and that they are aware of factors that can influence food defence and food fraud risks.	1.2.10	**The company shall have a system in place to ensure that it is kept informed of all relevant legislation on food safety and quality issues, scientific and technical developments and industry codes of practice.**
1.2.6	The senior management shall ensure that the certification body is informed of any changes that may affect the company's ability to conform to the certification requirements. This shall include, at a minimum: • any legal entity name change • any production site location change. For the following specific situations: • any product recall • any product recall and / or withdrawal by official order for food safety and / or food fraud reasons • any visit from health authorities which results in notifications and / or penalties issued by authorities the certification body shall be informed within three (3) working days.	New	
1.3	**Customer focus**	1.3	**Customer focus**

1.3.1	A process shall be in place to identify fundamental needs and expectations of customers. The feedback from this process shall be used as input for the company's continuous improvement.	1.3.1	**A documented procedure shall be in place to identify fundamental needs and expectations of customers.**
	Merged in 1.3.1	1.3.2	**The results of this procedure shall be evaluated and considered to determine quality and food safety objectives.**
1.4	**Management review**	1.4	**Management review**
1.4.1	The senior management shall ensure that the food safety and quality management system is reviewed at least annually, or more frequently if significant changes occur. Such reviews shall include, at a minimum: - a review of objectives and policies including elements of food safety culture - results of audits and site inspections - positive and negative customer feedback - process compliance - authenticity and conformity issues - status of corrections and corrective actions - notifications from authorities.	1.4.1	**Senior management shall ensure that the quality and food safety management systems are reviewed at least annually or more frequently if changes occur.** **Such reviews shall contain, at least,** **results of audits,** **customer feedbacks,** **process compliance and product conformity,** **status of preventive and corrective actions,** **follow up actions from previous management reviews,** **changes that could affect the food safety and quality management systems and recommendations for improvement.**
1.4.2	Actions from the management review shall be clearly aimed at supporting improvement. The management review shall assess follow-up actions from previous management reviews and any change that could affect the food safety and quality management system. The management review shall be fully documented.	New	
	Merged in 1.4.1	1.4.2	**This review shall include the evaluation of measures for the control of the quality and food safety management system and for the continuous improvement process.**

1.4.3	The senior management shall identify and regularly review (e.g. by internal audits or on-site verification) the infrastructure and work environment needed to conform to product requirements. This shall include, at a minimum : - buildings - supply systems - machines and equipment - transport - staff facilities - environmental conditions - hygienic conditions - workplace design - external influences (e.g. noise, vibration). The results of the review shall be considered, with due consideration to risks, for investment planning.	1.4.3	**The company shall identify and review regularly (e.g. by internal audits or on-site inspection) the infrastructure needed to achieve conformity to product requirements. This shall include, as a minimum, the following:** **- buildings** **- supply systems** **- machines and equipment** **- transport.** **The results of the review shall be considered, with due consideration to risk, for investment planning.**
	Merged in 1.4.3	1.4.4	**The company shall identify and review regularly (e.g. by internal audits or on-site inspection) the work environment needed to achieve conformity to product requirements. This shall include, as a minimum the following:** **- staff facilities** **- environmental conditions** **- hygienic conditions** **- workplace design** **- external influences (e.g. noise, vibration).** **The results of the review shall be considered, with due consideration to risk for investment planning.**
2	**Food safety and quality management system**	2.	**Quality and Food Safety Management System**
2.1	**Quality management**	2.1	**Quality management**
2.1.1	**Document management**	2.1.1	**Documentation requirements**
2.1.1.1	The food safety and quality management system shall be documented and implemented, and shall be kept in one location (food safety and quality manual or electronic documented system).	2.1.1.1	**The system for food safety and quality management shall be documented and implemented, and shall be retained in one location (food safety and quality manual or electronic documented system).**
2.1.1.2	All documents shall be clearly legible, unambiguous and comprehensive. They shall be available to the relevant personnel at all times.	2.1.1.2	**A documented procedure shall exist for the control of documents and their amendments.**
2.1.1.3	A documented procedure shall exist for the control of documents and their amendments. All documents which are necessary for compliance with the product requirements shall be available in their latest version. The reason for any amendments to documents, critical to the product requirements, shall be recorded.	2.1.1.3	**All documents shall be clearly legible, unambiguous and comprehensive. They shall be available to relevant personnel at all times.**

	Merged in 2.1.1.3	2.1.1.4	**All documents which are necessary for compliance with the product requirements shall be available in their latest version.**
	Merged in 2.1.1.3	2.1.1.5	**The reason for any amendments to documents critical for the product requirements shall be recorded.**
2.1.2	**Records and documented information**	2.1.2	**Record keeping**
2.1.2.1	Records and documented information shall be legible and genuine. They shall be maintained in a way that subsequent revision or amendment is prohibited. If records are documented electronically, a system shall be in place to ensure that only authorised personnel have access to create or amend those records (e.g. password protection).	2.1.2.1	**All relevant records necessary for the product requirements shall be complete, detailed and maintained and shall be available on request.**
	Merged in 2.1.2.1	2.1.2.2	**Records shall be legible and genuine. They shall be maintained in a way that subsequent manipulation of records**
2.1.2.2	All records and documented information shall be kept in accordance with legal and customer requirements. If no such requirements exist, records and documented information shall be kept for a minimum of one year after the specified shelf life. For products which have no shelf life, the duration of record and documented information keeping shall be justified and this justification shall be documented.	2.1.2.3	**All records shall be kept in accordance with legal requirements and for a minimum of one year after the shelf life. For products which have no shelf life, the duration of record keeping shall be justified and this justification shall be documented.**
	in 2.1.2.1	2.1.2.4	**Any amendments to records shall only be carried out by authorised persons.**
2.1.2.3	Records and documented information shall be securely stored and easily accessible.	2.1.2.5	**Records shall be securely stored and easily accessible.**
2.2	**Food safety Management**	2.2	**Food safety Management**
2.2.1	**HACCP Plan**	2.2.1	**HACCP system**
2.2.1.1	The basis of the company's food safety management system shall be a fully implemented, systematic and comprehensive HACCP based plan, following the Codex Alimentarius principles and any legal requirements of the production and destination countries which may go beyond such principles. The HACCP plan shall be specific and implemented at the production site.	2.2.1.1	**The basis of the company's food safety control system shall be a fully implemented, systematic and comprehensive HACCP system, based upon the Codex Alimentarius principles. It shall take into account any legal requirements of the production and destination countries which may go beyond such principles. The HACCP system shall be implemented at each production site.**
2.2.1.2	The HACCP plan shall cover all raw materials, packaging materials, products or product groups as well as every process from incoming goods up to dispatch of finished products, including product development.	2.2.1.2	**The HACCP system shall cover all raw materials, products or product groups as well as every process from goods into dispatch, including product development and product packaging.**

2.2.1.3	The company shall ensure that the HACCP plan is based upon scientific literature, or expert advice obtained from other sources, which may include: trade and industry associations, independent experts and regulatory authorities. This information shall be maintained in line with any new technical process development.	2.2.1.3	**The company shall ensure that the HACCP system is based upon scientific literature, or technical verified specifications relating to the manufactured products and procedures. This shall be maintained in line with new technical process development.**
2.2.1.4	The company shall ensure that in the event of changes to raw materials, packaging materials, processing methods, infrastructure and/or equipment, the HACCP plan is reviewed to assure that product safety requirements are complied with.	2.2.1.4	**HACCP system shall be reviewed and necessary changes shall be made when any modification is made in the product, process or any step.**
2.2.2	**HACCP team**	2.2.2	**HACCP team**
2.2.2.1	**Assemble HACCP Team:** The HACCP team shall have the appropriate specific knowledge and expertise and be a multidisciplinary team which includes operational staff.	2.2.2.1	**Assemble HACCP team (CA Step 1)The HACCP team shall be multidisciplinary and include operational staff. Personnel appointed as HACCP team members shall have specific knowledge of HACCP, product and process knowledge and the associated hazards. Where competent knowledge is not available, external expert advice shall be obtained.**
2.2.2.2	Those responsible for the development and maintenance of the HACCP plan shall have an internal team leader and shall have received adequate training in the application of the HACCP principles and specific knowledge of the product and processes.	2.2.2.2	**Those responsible for the development and maintenance of the HACCP system shall have an internal team leader and shall have received adequate training in the application of the HACCP principles.**
	Deleted	2.2.2.3	**The HACCP team shall have strong senior management support and shall be well known and established across the whole facility.**
2.2.3	**HACCP analysis**	2.2.3	**HACCP analysis**
2.2.3.1	**Describe product:** A full description of the product including all relevant information on product safety shall exist, such as: -composition -physical, organoleptic, chemical and microbiological characteristics -legal requirements for the food safety of the product -methods of treatment, packaging, durability (shelf life) -conditions for storage, method of transport and distribution.	2.2.3.1	**Describe product (CA Step 2)A full description of the product including all relevant information on product safety exists such as: - composition - physical, organoleptic, chemical and microbiological parameters - legal requirements for the food safety of the product - methods of treatment - packaging - durability (shelf life) - conditions for storage, method of transport and distribution.**

2.2.3.2	**Identify intended use:** The intended use of the product shall be described in relation to the expected use of the product by the end consumer, taking vulnerable groups of consumers into account .	2.2.3.2	**Identify intended use (CA Step 3) The intended use of the product shall be described in relation to the expected use of the product by the end consumer, taking into account vulnerable groups of consumers.**
2.2.3.3	**Construct flow diagram:** A flow diagram shall exist for each product, or product group, and for all variations of the processes and sub-processes (including rework and reprocessing). The flow diagram shall be dated, and after the determination of control measures, clearly identify each CCP and other control measures. In the event of any changes, the flow diagram shall be updated.	2.2.3.3	**Construct flow diagram (CA Step 4)A flow diagram shall exist for each product, or product group, and for all variations of the processes and sub-processes (including rework and reprocessing). The flow diagram shall be dated, and clearly identify each CCP with the number assigned to it. In the event of any changes the flow diagram shall be updated.**
2.2.3.4	**On-site confirmation of the flow diagram:** Representatives of the HACCP team shall verify the flow diagram, by on-site verifications, at all operation stages and shifts. Where appropriate, amendments to the diagram shall be made.	2.2.3.4	**On-site confirmation of the flow diagram (CA Step 5) The HACCP team shall verify the flow diagram, by on-site checks, at all operation stages. Amendments to the diagram shall be made, where appropriate.**
	Merged in 2.2.3.5	2.2.3.5	**Conduct a hazard analysis for each step (CA Step 6 – Principle 1)**
2.2.3.5	**Conduct a hazard analysis for each step:** A hazard analysis shall be conducted for all possible and reasonably expected physical, chemical (including radiological and allergens) and biological hazards. The analysis shall also include hazards linked to materials in contact with food, packaging materials and hazards related to the work environment.. The hazard analysis shall consider the likely occurrence of hazards and the severity of their adverse health effects. Consideration shall be given to the specific control measures that shall be applied to control each hazard. to control each hazard.	2.2.3.5.1	**A hazard analysis shall be available for all physical, chemical and biological hazards, including allergens, which may reasonably be expected.**
	Merged in 2.2.3.5	2.2.3.5.2	**The hazard analysis shall consider the likely occurrence of hazards and severity of their adverse health effects.**
	In 2.2.3.6	2.2.3.6	**Determine critical control points (CA Step 7 – Principle 2)**
2.2.3.6	**Determine critical control points and other control measures:** The determination of relevant CCPs and other control measures shall be facilitated by the application of a decision tree or other tool(s), which demonstrates a logical reasoned approach.	2.2.3.6.1	**The determination of relevant critical control points (CCP's) shall be facilitated by the application of a decision tree or other tool(s), which demonstrates a logical reasoned approach.**

	Merged in 2.2.3.6	2.2.3.6.2	**For all steps which are important for food safety, but which are not CCP's, the company shall implement and document control points (CP's). Appropriate control measures shall be implemented.**
2.2.3.7	**Establish critical limits for each CCP:** For each CCP, the appropriate critical limits shall be defined and validated to clearly identify when a process is out of control.	2.2.3.7	**Establish critical limits for each CCP (CA Step 8 – Principle 3)** **For each CCP, the appropriate critical limits shall be defined and validated in order to clearly identify when a process is out of control.**
2.2.3.8	**Establish a monitoring system for each CCP**	2.2.3.8	**Establish a monitoring system for each CCP (CA Step 9 – Principle 4)**
2.2.3.8.1 **KO**	**KO N° 2: Specific monitoring procedures in terms of method, frequency of measurement or observation and recording of results, shall be established for each CCP to detect any loss of control at that CCP. Each defined CCP shall be under control.** **Monitoring and control of each CCP shall be demonstrated by records.**	2.2.3.8.1 KO	**KO N° 2: Specific monitoring procedures shall be established for each CCP to detect any loss of control at that CCP. Records of monitoring shall be maintained for a relevant period. Each defined CCP shall be under control. Monitoring and control of each CCP shall be demonstrated by records. The records shall specify the person responsible as well as the date and result of the monitoring activities.**
2.2.3.8.2	Records of CCP monitoring shall be verified by a responsible person within the company and maintained for a relevant period.	2.2.3.8.3	**Records of CCP's monitoring shall be checked.**
2.2.3.8.3	The operative personnel in charge of the monitoring of CCPs and other control measures shall have received specific training/ instruction.	2.2.3.8.2	**The operative personnel in charge of the monitoring of CCP's shall have received specific training/ instruction.**
2.2.3.8.4	Control measures, other than CCPs, shall be monitored, recorded and controlled by measurable or observable criteria.	2.2.3.8.4	**The CP's shall be monitored and this monitoring shall be recorded.**

2.2.3.9	**Establish corrective actions:** In the event that the monitoring indicates that a particular CCP or control measure other than CCP is not under control, adequate corrective actions shall be taken and documented. Such corrective actions shall also take into account any action taken relating to non-conforming products and identify the root cause for the loss of control of CCPs.	2.2.3.9	**Establish corrective actions (CA Step 10 – Principle 5) In the event that the monitoring indicates that a particular CCP or CP is not under control, adequate corrective actions shall be taken and documented. Such corrective actions shall also take into account any non-conforming products.**
2.2.3.10	**Establish verification procedures:** Procedures of verification shall be established to confirm that the HACCP plan is working correctly. Verification of the HACCP plan shall be performed at least once a year. Examples of verification activities include: - internal audits, -analyses -sampling -deviations -complaints The results of this verification shall be incorporated into the HACCP plan.	2.2.3.10	**Establish verification procedures (CA Step 11 – Principle 6) Procedures of verification shall be established to confirm that the HACCP system is effective. Verification of the HACCP system shall be performed at least once a year. Examples of verification activities include:** **- internal audits** **- analysis** **- sampling** **- evaluations** **- complaint by authorities and customers.** **The results of this verification shall be incorporated into the HACCP system.**
2.2.3.11	**Establish documentation and record keeping** Documentation related to the HACCP plan shall be in place. Examples of documentation include: -hazard analysis -determination of CCPs and other control measures -determination of critical limits -processes, procedures Examples of records include**:** -outcome of CCPs and other control measures monitoring activities -observed deviations and implemented corrective actions.	2.2.3.11	**Establish documentation and record keeping (CA Step 12 – Principle 7) Documentation shall be available covering all processes, procedures, control measures and records. Documentation and record keeping shall be appropriate to the nature and size of the company.**
3	**Resource Management**	3.	**Resource Management**
3.1	**Human resources**	3.1	**Human resources management**

3.1.1	All personnel performing work that affects product safety, quality and legality shall have the required competence appropriate to their role as a result of education, work experience and/ or training.	3.1.1	**All personnel performing work that affects product safety, legality and quality shall have the required competence by education, work experience and/ or training, commensurate with their role, based on hazard analysis and assessment of associated risks.**
3.1.2	The responsibilities, competencies and job descriptions for all job titles, with an impact on food safety and product quality shall be clearly defined, documented and in place. Assignment of key roles shall be defined.	1.2.2	**Competences and responsibilities, including deputation of responsibility shall be clearly laid down.**
	Merged in 3.1.2	1.2.3	**Job descriptions with clearly defined responsibilities shall exist and shall be applicable for employees whose work has an effect on product requirements.**
3.2	**Personal hygiene**	3.2.1	**Personnel hygiene**
3.2.1	Documented requirements relating to personal hygiene shall be in place and shall include, at a minimum, the following areas: - hair and beards - protective clothing (including their conditions of use in staff facilities) - hand washing, disinfection and hygiene - eating, drinking and smoking - actions to be taken in case of cuts or skin abrasions - fingernails, jewellery and personal belongings (including medicine) - notification of infectious diseases and conditions impacting food safety via a medical screening procedure. The requirements shall be based on hazard analysis and assessment of associated risks.	3.2.1.1	**There shall be documented requirements relating to personnel hygiene. These include, as a minimum, the following fields:** **- protective clothing** **- hand washing and disinfection** **- eating and drinking** **- smoking** **- actions to be taken in case of cuts or skin abrasions** **- fingernails, jewellery and personal belongings** **- hair and beards.** **The requirements shall be based on hazard analysis and assessment of associated risks in relation to product and process.**
3.2.2 **KO**	**KO N° 3: The requirements for personal hygiene shall be in place and applied by all relevant personnel, contractors and visitors.**	3.2.1.2 KO	**KO N° 3: The requirements for personnel hygiene shall be in place and applied by all relevant personnel, contractors and visitors.**
3.2.3	Compliance with personal hygiene requirements shall be checked regularly.	3.2.1.3	**Compliance with personnel hygiene requirements shall be checked regularly.**
3.2.4	Visible jewellery (including piercing) and watches shall not be worn. Any exceptions shall have been comprehensively evaluated by hazard analysis and assessment of associated risks and shall be effectively managed.	3.2.1.4	**Visible jewellery (incl. piercing) and watches shall not be worn. Any exceptions shall have been comprehensively evaluated by hazard analysis and assessment of associated risks in relation to product and process. This shall be effectively managed.**
3.2.5	Cuts and skin abrasions shall be covered with a coloured plaster/bandage different from the product colour. Where appropriate: - plasters / bandages shall contain a metal strip - single use gloves shall be worn.	3.2.1.5	**Cuts and skin abrasions shall be covered by a coloured plaster/ bandage (different from the product colour) – containing a metal strip, where appropriate – and in case of hand injuries, in addition to a plaster/bandage, a single use glove shall be worn.**

	Ttitle deleted	3.2.2	**Protective clothing for personnel, contractors and visitors**
	Deleted, main idea added in 3.2.9	3.2.2.1	**Company procedures shall exist to ensure that all personnel, contractors and visitors are aware of the rules regarding the management of wearing and changing of protective clothing in specified areas in accordance with product requirements.**
3.2.6	In work areas where wearing headgear and/or beard snood (coverings) is required, the hair shall be covered completely to prevent product contamination.	3.2.2.2	**In work areas where wearing headgear and/ or beard snood (coverings) is required, the hair shall be covered completely, so that product contamination is prevented.**
3.2.7	Clearly defined usage rules shall exist for work areas/ activities where it is required to wear gloves (coloured differently from the product colour).	3.2.2.3	**Clearly defined usage rules shall exist for work areas/ activities where it is required to wear gloves (coloured differently from the product colour). Compliance with these rules shall be checked on a regular basis.**
3.2.8	Suitable protective clothing shall be available and in sufficient quantity for each employee.	3.2.2.4	**Suitable protective clothing shall be available in sufficient quantity for each employee.**
3.2.9	All protective clothing shall be thoroughly and regularly laundered in-house or by approved contractors or by employees. This decision shall be justified by risk assessment. Defined requirements shall ensure, at a minimum: - sufficient segregation between dirty and clean clothing at all times - defined laundering conditions on water temperature and detergent dosage - avoidance of contamination until use. The effectiveness of the laundering shall be appropriately monitored.	3.2.2.5	**All protective clothing shall be thoroughly and regularly laundered. Hazard analysis and assessment of associated risks, together with consideration given to the processes and products of the company shall determine if clothing shall be washed by a contract laundry, on site laundry or by the employee.**
	Deleted, main idea added in 3.2.9	3.2.2.6	**Guidelines shall exist for laundering of protective clothing and a procedure shall be in place for checking its cleanliness.**
	Deleted	3.2.3	**Procedures applicable to infectious diseases**
3.2.10	In case of any health issue or infectious disease that may have an impact on food safety, actions shall be taken in order to minimise contamination risks.	3.2.3.1	**There shall be written and communicated measures for personnel, contractors and visitors to declare any infectious disease which may have an impact on food safety. In case of declaration of infectious disease, actions shall be taken in order to minimize risk of contamination of products.**
3.3	**Training and instruction**	3.3	**Training and instruction**
3.3.1	The company shall implement documented training and/or instruction programs with respect to the product and process requirements and the training needs of the employees, based on their job, and shall include: - training contents - training frequency - employee's task - languages - qualified trainer/tutor.	3.3.1	**The company shall implement documented training and/ or instruction programs with respect to the product requirements and the training needs of the employees based on their job and shall include:** **- training contents** **- training frequency** **- employee's task** **- languages** **- qualified trainer/ tutor** **- evaluation methodology.**
3.3.2	The documented training and/or instruction shall apply to all personnel, including seasonal and temporary workers and employees from external companies, employed in the respective work area. Upon employment, and before commencing work, they shall be trained/instructed in accordance with the documented training/instruction programs.	3.3.2	**The documented training and/or instruction shall apply to all personnel, including seasonal and temporary workers and employees from external companies, employed in the respective work area. Upon employment, and before commencing work, they shall be trained in accordance with the documented training/instruction programs.**
3.3.3	Records of all training/instruction events shall be available, stating: - list of participants (including their signature) - date - duration - contents of training - name of trainer/tutor. A procedure or program shall be in place to prove the effectiveness of the training and/or instruction programs.	3.3.3	**Records shall be available of all training/instruction events, stating:** **- list of participants (this shall include their signature)** **- date** **- duration** **- contents of training** **- name of trainer/ tutor.** **There shall be a procedure or program in place to prove the effectiveness of the training and/ or instruction programs.**

3.3.4	The contents of training and/or instruction shall be regularly reviewed and updated when necessary. Special consideration shall be given, at a minimum, to these specific issues: - food safety - food fraud - product quality - food defence - food related legal requirements - product/process modifications - feedback from the previous documented training/instruction programs.	3.3.4	**The contents of training and/or instruction shall be reviewed and updated regularly and take into account company's specific issues, food safety, food related legal requirements and product/process modifications.**
3.4	**Staff Facilities**	3.4	**Sanitary facilities, equipment for personnel hygiene and staff facilities**
3.4.1	The company shall provide suitable staff facilities, which shall be proportional in size, equipped for the number of personnel, designed and controlled so to minimise food safety risks. Such facilities shall be kept in a clean and good condition.	3.4.1	**The company shall provide staff facilities, which shall be proportional in size, equipped for the number of personnel and designed and operated so as to minimise food safety risks. Such facilities shall be kept in clean and good condition.**
3.4.2	Product contamination risks by food and drink and/or foreign materials shall be minimised. Consideration shall be given to food and drink from vending machines, canteen and/or brought to work by personnel.	3.4.2	**The risk of product contamination by foreign material from staff facilities shall be evaluated and minimised. Consideration shall also be given to food brought to work by personnel and personal belongings.**
	Deleted	3.4.3	**There shall be in place rules and facilities to ensure the correct management for personnel belongings and for food brought to work by personnel, food coming from dining room and from vending machines. The food shall only be stored and/or used in designated areas.**
3.4.3	Changing rooms shall be located to allow direct access to the areas where food products are handled. If this is not possible, preventive measures shall be in place to minimise product contamination risks. Where necessary, outdoor clothing and protective clothing shall be stored separately.	3.4.4	**The company shall provide suitable changing rooms for personnel, contractors and visitors. Where necessary, outdoor clothing and protective clothing shall be stored separately.**
3.4.4	Toilets shall neither have direct access nor pose contamination risks to an area where food products are handled. Toilets shall be equipped with adequate hand washing facilities. Sanitary facilities shall have adequate natural or mechanical ventilation. Mechanical airflow from a contaminated area to a clean area shall be avoided.	3.4.5	**Toilets shall not have direct access to an area where food products are handled. The toilets shall be equipped with adequate hand washing facilities. Sanitary facilities shall have adequate natural or mechanical ventilation. Mechanical airflow from a contaminated area to a clean area shall be avoided.**

3.4.5	Hand hygiene facilities shall be provided and shall adress, at a minimum: - adequate number of wash basins - suitably located at access points to and/or within production areas - sole use for cleaning hands only. The necessity of similar equipment in further areas (e.g. packing area) shall be based on hazard analysis and assessment of associated risks.	3.4.6	**Adequate hand hygiene facilities shall be provided at access points to and within production areas, as well as at staff facilities. Based on hazard analysis and assessment of associated risks, further areas (e.g. packaging area) shall be similarly equipped.**
3.4.6	Hand hygiene facilities shall provide: - running potable water at an appropriate temperature - appropriate cleaning and disinfection equipment - appropriate means for hand drying.	3.4.7	**Hand washing facilities shall provide as a minimum:** **- running potable water at an appropriate temperature** **- liquid soap** **- appropriate equipment for hand drying.**
3.4.7	Where the processes require a higher standard of hygiene, the hand washing equipment shall provide, in addition: - hand contact-free fittings - hand disinfection - waste container with hand contact-free opening.	3.4.8	**Where highly perishable food products are handled, the following additional requirements regarding hand hygiene shall also be provided:** **- hand contact-free fittings** **- hand disinfection** **- adequate hygiene equipment** **- signage highlighting hand hygiene requirements** **- waste container with hand contact-free opening.**
3.4.8	Based on hazard analysis and assessment of associated risks, a program shall be in place to control effectiveness of hand hygiene.	3.4.9	**Based on hazard analysis and assessment of associated risks, there shall be a program to control effectiveness of hand hygiene.**
	Merged in 3.4.3	3.4.10	**Changing rooms shall be situated so that they allow direct access to the areas where food products are handled. Based on hazard analysis and assessment of associated risks, exceptions shall be justified and managed.**
3.4.9	Where it is justified by risk assessment, cleaning and disinfection facilities shall be available and used for boots, shoes and further protective clothing.	3.4.11	**Where the hazard analysis and assessment of associated risks show the necessity, cleaning facilities shall be available and used for boots, shoes and further protective clothing.**
4	**Operational processes**	4	**Planning and Production Process**
4.1	**Contract Agreement**	4.1	**Contract Agreement**
4.1.1	All requirements related to food safety and product quality, within the defined agreement with customers, and any revision of these clauses, shall be communicated to and implemented by each relevant department.	4.1.1	**The requirements which are defined between the contract partners shall be established, agreed upon and reviewed concerning their acceptability before a supply agreement is concluded. All clauses related to quality and food safety shall be known and communicated to each relevant department.**

	Merged in 4.1.1	4.1.2	**Changes of existing contractual agreements shall be documented and communicated between the contract partners.**
4.1.2	In accordance with customer requirements, the senior management shall inform their affected customers, as soon as possible, of any issue related to product safety or legality, including non-conformity/ies identified by competent authorities.	1.2.11	**The company shall inform its customers, as soon as possible, of any issue related to product specification, in particular of all non-conformity(ies) identified by competent authorities related to products which could have, has or has had a defined impact on safety and/ or legality of respective products. This could include, but are not limited to cautionary issues.**
4.2	**Specification and Formulas**	4.2	**Specification and Formulas**
4.2.1	**Specifications**	4.2.1	**Specifications**
4.2.1.1	Specifications shall be available and in place for all finished products. They shall be up to date, unambiguous and in compliance with legal and customer requirements.	4.2.1.3	**Where required by customers, product specifications shall be formally agreed.**
4.2.1.2	A procedure to control the creation, approval and amendment of specifications shall be in place and shall include, where required, the acceptance of the customer(s). Where required by customers, product specifications shall be formally agreed. This procedure shall include the update of finished product specification in case of any modification related to: - raw materials - formulas/recipes - processes which impact the finished products - packaging materials which impact the finished products.	4.2.1.1	**Specifications shall be available and in place for all finished products. They shall be up to date, unambiguous and be in compliance with legal and customer requirements.**
4.2.1.3 **KO**	**KO N° 4: Specifications shall be available and in place for all raw materials (ingredients, additives, packaging materials, rework). Specifications shall be up to date, unambiguous and be in compliance with legal requirements and, if existing, with customer requirements.**	4.2.1.2 KO	**KO N° 4: Specifications shall be available and in place for all raw materials (raw materials/ ingredients, additives, packaging materials, rework). Specifications shall be up to date, unambiguous and be in compliance with legal requirements and, if existing, with customer requirements.**
4.2.1.4	Specifications and/or their contents shall be **available on site for** all relevant personnel.	4.2.1.4	**Specifications and/ or their contents shall be provided in the relevant location and accessible to all relevant personnel.**
4.2.1.5	Where customers specifically require that products are “free from” certain substances or ingredients (e.g. gluten, pork, etc.), or that certain methods of treatment or production are excluded (e.g. GMOs), verifiable procedures shall be in place.	4.19.1-4.19.5	
	Merged in 4.2.1.5	4.2.1.5	**There shall be a procedure for the creation, the modification and approval of specifications for all parts of the process, which shall include the preliminary acceptance of the customer, if specifications have been agreed with customers.**

	Merged in 4.2.1.2	4.2.1.6	**The specification control procedure shall include the update of finished product specification in case of any modification: - of raw material - of formula/recipe - of process with influence on the final products - of packaging with influence on the final products.**
4.2.2	**Formulas/Recipes**	4.2.2	**Formula/Recipe**
4.2.2.1 KO	**KO N° 5: Where there are customer agreements related to: -product recipe (including raw materials characteristics) -process -technological requirements -packaging -labelling these shall be complied with.**	4.2.2.1	**KO N° 5: Where there are customer agreements in relation to the product formula/ recipe and technological requirements, these shall be complied with.**
4.3	**Product development/ Product modification/ Modification of production processes**	4.3	**Product development/ Product modification/ Modification of production processes**
4.3.1	For each new development or modification of products, a hazard analysis and assessment of associated risks shall be conducted.	4.3.1	**A procedure for product development shall be in place which incorporates the hazard analysis principles, in accordance with the HACCP system.**
4.3.2	The product development/ modification process shall result in specifications about formulation, packaging requirements, manufacturing processes and process parameters related to the fulfilment of product requirements. This includes factory trials and product testing. The progress and results of product development/modification shall be recorded.	4.3.2	**Product formulation, manufacturing processes, process parameters and the fulfilment of product requirements shall be established and shall have been assured by factory trials and product testing.**
4.3.3	Shelf-life tests or adequate validation through microbiological, chemical and organoleptic evaluation, shall be carried out and consideration shall be given to product formulation, packaging, manufacturing and declared conditions. In accordance with this evaluation, the shelf-life shall be established.	4.3.3	**Shelf life tests or adequate processes shall be carried out and consideration given to product formulation, packaging, manufacturing and declared conditions; “Use by” or “Best before” dates shall be established accordingly.**
	Merged in 4.3.3	4.3.4	**When establishing and validating the shelf life of the product (including long shelf life product i.e. labelled with a “best before date”), the results of organoleptic tests shall also be taken into account.**
	Merged in 4.3.2	4.3.5	**Product development shall consider the results of organoleptic assessments.**
4.3.4	A procedure shall be in place to ensure that labelling complies with current legislation of the destination country/ies and customer requirements.	4.3.6	**A process shall be in place to ensure that labelling complies with current legislation of destination country and customer requirements.**

4.3.5	Recommendations for preparation and/ or use of food product instructions shall be established, where appropriate.	4.3.7	**Recommendations for preparation and/ or use of the food products shall be established. Where appropriate, customer requirements shall be included.**
4.3.6	The company shall demonstrate through studies and/ or perform relevant tests to validate nutritional information or claims which are declared on labelling, throughout the shelf life of the products.	4.3.8	**The company shall demonstrate through studies and/ or perform relevant tests in order to validate nutritional information or claims which are mentioned on labelling. This applies both for a new product and during all its period of**
	Merged in 4.3.2	4.3.9	**The progress and results of product development shall be properly recorded.**
4.3.7	In the event of changes to process characteristics or product formulation, including rework and/or packaging materials, the company shall ensure that the food safety and product quality requirements are complied with. Labelling shall be reviewed and adapted when necessary.	4.3.10	**The company shall ensure that in the event of changes to product formulation, including rework and packaging material, process characteristics are reviewed in order to assure that product requirements are complied with.**
4.4	**Purchasing**	4.4	**Purchasing**
4.4.1	The company shall control purchasing processes to ensure that all externally sourced raw materials, semi-finished products, packaging materials and services, which have an impact on food safety and product quality, conform to defined requirements.	4.4.1	**The company shall control purchasing processes to ensure that all externally sourced materials and services, which have an impact on food safety and quality, conform to requirements. Where a company chooses to outsource any process that may have an impact on food safety and quality, the company shall ensure control over such processes. Control of such outsourced processes shall be identified and documented within the food safety and quality management system.**
4.4.2	A procedure for the approval and monitoring of suppliers (internal and external) shall be in place. The approval and monitoring procedure shall contain clear assessment criteria, such as: -audits performed by an experienced and competent person -certificates of analyses -supplier reliability -complaints -required performance standards.	4.4.2	**There shall be a procedure for approval and monitoring of suppliers (internal and external), outsourced production or part of it.**
	Merged in 4.4.2	4.4.3	**The approval and monitoring procedure shall contain clear assessment criteria such as: audits, certificates of analysis, supplier reliability and complaints, as well as required**
4.4.3	The results from the supplier assessments shall be reviewed regularly and this review shall be justified by risk assessment. Records of the reviews and the consequential actions of assessment shall be documented.	4.4.4	**The results of suppliers' assessments shall be reviewed regularly and this review shall be based on hazard analysis and assessment of associated risks. There shall be records of the reviews and of the actions taken as a consequence of assessment.**

4.4.4	The purchased raw materials, semi-finished products and packaging materials shall be checked in accordance with the existing specifications and, justified by risk assessment, for their authenticity. The schedule of these checks shall take into account, at a minimum, defined food safety and product quality risks. The frequency and/or scope of sampling shall be based on: -the impact of the raw materials, semi-finished products and packaging materials on the finished product -the supplier's status.	4.4.5	**The purchased products shall be checked in accordance with the existing specifications and their authenticity, based on hazard analysis and assessment of associated risks. The schedule of these checks shall, as a minimum, take into account the following criteria; product requirements, supplier status (according to its assessment) and impact of the purchased products on the finished product.The origin shall be additionally checked, if mentioned in the specification**
4.4.5	The purchased services shall be checked in accordance with the existing specifications. The schedule of these checks shall take into account, at a minimum: -the defined service requirements -the supplier's status (according to its assessment) -the impact of the service on the finished product.	4.4.6	**The purchased services shall be checked in accordance with the existing specifications. The schedule of these checks shall at least take into account the following items: service requirements, supplier status (according to its assessment) and impact of the service on the finished product.**
4.4.6	Where a company outsources part of product processing and / or primary packaging and/or labelling, the company shall have it documented in the food safety and quality management system and ensure control over such processes to guarantee that food safety and product quality are not compromised. Control of such outsourced processes shall be identified and documented. When required by the customer, there shall be evidence that he has been informed and has agreed to such outsourced process.	New	
4.4.7	A written agreement shall be in place, covering the outsourced processes and describing any arrangements made in connection with it, including in-process controls, sampling and analyses.	New	
4.4.8	The company shall approve the supplier of the outsourced processes through: - certification against IFS Food or other GFSI recognised food safety certification standard or - documented supplier audit, performed by an experienced and competent person, which shall include, at a minimum, requirements for food safety, product quality, legality and authenticity.	New	

4.5	**Product packaging**	4.5	**Product packaging**
4.5.1	Based on hazard analysis, assessment of associated risks and intended use, the company shall define the key parameters for the packaging materials in detailed specifications complying with the current relevant legislation and other relevant hazards or risks. The company shall check and verify the suitability and existance of functional barrier(s) of the consumer unit packaging material for each relevant product tests/analysis such as: -organoleptic tests -storage tests -chemical analyses -migration test results.	4.5.1	**Based on hazard analysis, assessment of associated risks and intended use, the company shall determine the key parameters for the packaging material.**
	Merged in 4.5.1	4.5.2	**Detailed specifications shall exist for all packaging materials which comply with the current relevant legislation.**
4.5.2	For all packaging materials which could have an impact on products, certificates of conformity shall exist which attest conformance with legal requirements. In the event that no specific legal requirements are applicable, evidence shall be available to demonstrate that packaging materials are suitable for use. This applies for packaging materials which could have an influence on raw materials, semi-finished and finished products	4.5.3	**For all packaging material which could have an influence on products, certificates of conformity shall exist which comply with current legal requirements. In the event that no specific legal requirements are applicable, evidence shall be available to demonstrate that packaging material is suitable for use. This applies for packaging material which could have an influence on raw materials, semi-processed and finished products.**
	Merged in 4.5.1	4.5.4	**Based on hazard analysis and assessment of associated risks, the company shall verify the suitability of the packaging material for each relevant product (e.g. organoleptic tests, storage tests, chemical analysis, migration tests).**
4.5.3	The company shall ensure that the used packaging and labelling corresponds to the product being packed and comply with agreed customer product specifications. This shall be regularly checked and documented.	4.5.5	**The company shall ensure that the packaging used corresponds to the product being packed. The use of correct packaging shall be regularly checked and checks shall be documented.**
	Merged in 4.5.1	4.5.6	**Labelling information shall be legible indelible and shall comply with agreed customer product specifications. This shall be regularly checked and checks shall be documented.**
4.6	**Factory location**	4.6	**Factory location**
4.6.1	The company shall investigate the extent to which the factory environment (e.g. ground, air) may have an adverse impact on food safety and product quality. Where it is established that product safety and/or quality could be compromised, appropriate control measures shall be implemented. The effectiveness of the implemented measures shall be periodically reviewed (e.g. extremely dusty air, strong smells).	4.6.1.	**The company shall investigate to what extent the factory environment (e.g. ground, air) may have an adverse impact on product safety and product quality. Where it is established product safety and quality could be compromised, appropriate measures shall be established. The effectiveness of the established measures shall be periodically reviewed (examples: extremely dusty air, strong smells).**
4.7	**Factory exterior**	4.7	**Factory Exterior**
	Merged in 4.7.2	4.7.1	**The factory exterior shall be maintained to be clean and tidy.**
4.7.1	All external areas of the factory shall be clean, tidy and maintained in good condition. Where natural drainage is inadequate, a suitable drainage system shall be installed.	4.7.2	**All external areas of the factory shall be maintained in good condition. Where natural drainage is inadequate, a suitable drainage system shall be installed.**

4.7.2	Outdoor storage shall be kept to a minimum. Where goods are stored outside, it shall be justified by risk assessment to ensure that there are no contamination risks or adverse effects on food safety and quality.	4.7.3	**Outdoor storage shall be kept to a minimum. Where goods are stored outside, hazard analysis and assessment of associated risks shall be undertaken in order to ensure that there is no risk of contamination or adverse effect on quality and food safety.**
4.8	**Plant layout and process flows**	4.8	**Plant Layout and Process Flows**
4.8.1	A site map covering all buildings of the facility shall be available. Plans shall be in place that clearly describe the process flows of : - finished products - packaging materials - raw materials - personnel - waste - water.	4.8.1	**Plans clearly describing internal flows of finished products, packaging materials, raw materials, waste, personnel, water, etc. shall be in place. A site map covering all buildings of the facility shall be available.**
4.8.2	The process flow, from receipt of goods to dispatch, shall be established, reviewed and where necessary, modified to ensure that the microbiological, chemical and physical contamination risks of raw materials, packaging material, semi-finished and finished products are avoided. The cross-contamination risks shall be minimised through effective measures.	4.8.2	**The process flow, from receipt of goods to dispatch, shall be in place so that contamination of raw materials, packaging, semi-processed and finished products is avoided. The risk of cross-contamination shall be minimised through effective measures.**
4.8.3	In the case of areas sensitive to microbiological, chemical and physical risk(s) which is/are justified by risk assessment, they shall be designed and operated to ensure product safety is not compromised.	4.8.3	**In case of microbiologically sensitive production areas, these shall be operated and monitored to ensure product safety is not compromised.**
4.8.4	Laboratory facilities and in-process controls shall not affect product safety.	4.8.4	**Laboratory facilities and in-process controls shall not affect the product safety.**
4.9	**Production and storage premises**	4.9	**Constructional requirements for production and storage areas**
4.9.1	**Constructional requirements**	4.9.1	**Constructional requirements**
4.9.1.1	Premises where food products are prepared, treated, processed and stored shall be designed and constructed to ensure food safety.	4.9.1.1	**Rooms where food products are prepared, treated, processed and stored shall be designed and constructed so that food safety is ensured.**
4.9.2	**Walls**	4.9.2	**Walls**
4.9.2.1	Walls shall be designed and constructed to prevent the accumulation of dirt, reduce condensation and mould growth, and facilitate cleaning.	4.9.2.1	**Walls shall be designed and constructed to prevent the accumulation of dirt, to reduce condensation and mould growth, and to facilitate cleaning.**
4.9.2.2	The surfaces of walls shall be in good condition and easy to clean; they shall be impervious and wear-resistant to minimise product contamination risks.	4.9.2.2	**The surfaces of walls shall be in a good condition and easy to clean; they shall be impervious and wear-resistant.**

4.9.2.3	The junctions between walls, floors and ceilings shall be designed to facilitate cleaning.	4.9.2.3	**The junctions between walls, floors and ceilings shall be designed to facilitate cleaning.**
4.9.3	**Floors**	4.9.3	**Floors**
4.9.3.1	Floor covering shall be designed to meet production requirements and shall be in good condition and easy to clean. Surfaces shall be impervious and wear-resistant.	4.9.3.1	**Floor covering shall be designed to meet production requirements and shall be in good condition and easy to clean. Surfaces shall be impervious and wear-resistant.**
4.9.3.2	The hygienic disposal of water and other liquids shall be ensured. Drainage systems shall be easy to clean and designed to minimise the product contamination risks (e.g. entry of pests, areas sensitive to transmission of odour or contaminants).	4.9.3.2	**The hygienic disposal of waste water shall be ensured. Drainage systems shall be easy to clean and designed to minimise the risk of product contamination (e.g. ingress of pests, etc.).**
4.9.3.3	Water or other liquids shall reach drainage, using appropriate measures without difficulties. Puddles shall be avoided.	4.9.3.3	**Water or other liquids shall reach drainage without difficulties, using appropriate measures. Puddles shall be avoided.**
4.9.3.4	In food handling areas, machinery and piping shall be arranged so that waste water, if possible, to flow directly into a drain.	4.9.3.4	**In food handling areas, machinery and piping shall be arranged so that waste water, if possible, goes directly into a drain.**
4.9.4	**Ceilings/overheads**	4.9.4	**Ceilings/Overheads**
4.9.4.1	Ceilings (or, where no ceilings exist, the inside of roofs) and overhead fixtures (including piping, cableway, lamps etc.) shall be constructed to minimise the accumulation of dirt and condensation and shall not pose any physical and/or microbiological contamination risks**.**	4.9.4.1	**Ceilings (or, where no ceilings exist, the inside of roofs) and overhead fixtures (incl. piping, cableway, lamps etc.) shall be constructed to minimise the accumulation of dirt and shall not pose any risk of physical and/or microbiological contamination.**
4.9.4.2	Where false ceilings are used, an access to the vacant area shall be provided in order to facilitate cleaning, maintenance and inspections for pest control.	4.9.4.2	**Where false ceilings are used, an access to the void shall be provided in order to facilitate cleaning, maintenance and inspections for pest control.**
4.9.5	**Windows and other openings**	4.9.5	**Windows and other openings**
4.9.5.1	Windows and other openings shall be designed and constructed to avoid the accumulation of dirt and shall be maintained in good condition.	4.9.5.1	**Windows and other openings shall be designed and constructed to avoid the accumulation of dirt and shall be maintained in good condition.**
4.9.5.2	Where there are contamination risks, windows and roof glazing shall remain closed and fixed during production.	4.9.5.2	**Where there is risk of contamination, windows and roof glazing shall remain closed and fixed during production.**

4.9.5.3	Where windows and roof glazing are designed to be opened for ventilation purposes, they shall be fitted with easily removable, good condition pest screens or other measures to avoid any contamination.	4.9.5.3	**Where windows and roof glazing are designed to be opened for ventilation purposes, they shall be fitted with easily removable, good condition pest screens or other measures in order to avoid any contamination.**
4.9.5.4	In areas where unpackaged products are handled, windows shall be protected against breakage.	4.9.5.4	**In areas where unpackaged product is handled, windows shall be protected against breakage.**
4.9.6	**Doors and gates**	4.9.6	**Doors and gates**
4.9.6.1	Doors and gates shall be in good condition and easy to clean. They shall be constructed of non-absorbent materials to avoid: -splintering parts -flaking paint -corrosion.	4.9.6.1	**Doors and gates shall be in good condition (e.g. no splintering parts, flaking paints or corrosion) and easy to clean.**
4.9.6.2	External doors and gates shall be constructed to prevent the access of pests; they shall be self-closing, unless non-essentiality is justified by risk assessment.	4.9.6.2	**External doors and gates shall be constructed to prevent the ingress of pests; if possible, they shall be self-closing.**
4.9.6.3	Plastic strip curtains, separating the internal areas shall be in good condition and easy to clean.	New	
4.9.7	**Lighting**	4.9.7	**Lighting**
4.9.7.1	All production, storage, receipt and dispatch areas shall have adequate levels of light.	4.9.7.1	**All working areas shall have adequate lighting.**
	Deleted moved to chapter foreign materials	4.9.7.2	**All lighting equipment shall be protected by shatter proof covers and installed to minimise the risk of breakage.**
4.9.8	**Air conditioning/Ventilation**	4.9.8	**Air conditioning/Ventilation**
4.9.8.1	Adequate natural and/or artificial ventilation shall be in place in all areas.	4.9.8.1	**Adequate natural and/or artificial ventilation shall exist in all areas.**
4.9.8.2	If ventilation equipment is installed, filters and other components shall be easily accessible and checked, cleaned or replaced as necessary.	4.9.8.2	**If ventilation equipments are installed, filters and other components which require cleaning or replacement shall be easily accessible.**
4.9.8.3	Air conditioning equipment and artificially generated airflow shall not compromise product safety and quality.	4.9.8.3	**Air conditioning equipment and artificially generated airflow shall not lead to any product safety or quality risks.**
4.9.8.4	Dust extraction equipment shall be installed in areas where considerable amounts of dust are generated.	4.9.8.4	**Dust extraction equipment shall be installed in areas where considerable amounts of dust are generated.**
4.9.9	**Water**	4.9.9	**Water supply**

4.9.9.1	Water which is used as an ingredient in the production process, or for cleaning, shall be of potable quality at the point of use and supplied in sufficient quantity; this also applies to steam and ice used within the production area.	4.9.9.1	**Water which is used as ingredient in the production process, or for cleaning, shall be of potable quality and supplied in sufficient quantity; this also applies to steam and ice used within the production area. A supply of potable water shall be available at all times.**
4.9.9.2	Recycled water which is used in the process, shall not pose a contamination risks.	4.9.9.2	**Recycled water which is used in the process shall not pose a contamination risk. The water shall comply with applicable legal requirements for potable water; records of compliance testing shall be available.**
4.9.9.3	The quality of water (including recycled water), steam or ice shall be monitored following a sampling plan on hazard analysis and assessment of associated risks.	4.9.9.3	**The quality of water, steam or ice shall be monitored following a risk based sampling plan.**
4.9.9.4	Non-potable water shall be transported in separate, properly marked piping. Such piping shall neither be connected to the drinking water system nor allow the possibility of reflux, to avoid contamination of potable water sources or factory environment.	4.9.9.4	**Non-potable water shall be transported in separate, properly marked piping. Such piping shall not be connected to the drinking water system, or allow the possibility of reflux to contaminate potable water sources or the factory environment.**
4.9.10	**Compressed air and gases**	4.9.10	**Compressed air**
4.9.10.1	The quality of compressed air that comes in direct contact with food or primary packaging material shall be monitored based on hazard analysis and assessment of associated risks. If gases are used, they shall demonstrate adequate safety and quality through a declaration of compliance and shall be suitable for the intended use.	4.9.10.1	**The quality of compressed air that comes in direct contact with food or primary packaging material shall be monitored based on hazard analysis and assessment of associated risks.**
4.9.10.2	Compressed air shall not pose contamination risks.	4.9.10.2	**Compressed air shall not pose a risk of contamination.**
4.10	**Cleaning and disinfection**	4.10	**Cleaning and disinfection**
4.10.1	Based on hazard analysis and assessment of associated risks, cleaning and disinfection schedules shall be available and implemented. These shall specify: - objectives - responsibilities - the products used and their instructions for use - dosage of cleaning and disinfection chemicals - the areas to be cleaned and/ or disinfected - cleaning and disinfection frequency - documentation requirements - hazard symbols (if necessary).	4.10.1	**Based on hazard analysis and assessment of associated risks, cleaning and disinfection schedules shall be available and implemented. These shall specify:** **- objectives** **- responsibilities** **- the products used and their instructions for use** **- the areas to be cleaned and/ or disinfected** **- cleaning frequency** **- documentation requirements** **- hazard symbols (if necessary).**
4.10.2	Cleaning and disinfection shall result in effectively cleaned premises, facilities and equipment. Defined methods shall be adequately implemented, documented and monitored.	4.10.2	**Cleaning and disinfection schedules shall be implemented and documented.**

4.10.3	Monitoring records for cleaning and disinfection shall be available.	New	
4.10.4	Only qualified personnel shall be allowed to undertake cleaning and disinfection. The personnel shall be trained and retrained to carry out the cleaning and disinfection schedules.	4.10.3	**Only qualified personnel shall be allowed to undertake cleaning and disinfection. The personnel shall be trained and retrained to carry out the cleaning schedules.**
4.10.5	The effectiveness of the cleaning and disinfection measures shall be verified and justified by risk assessment. The verification shall be based on an appropriate sampling schedule and shall consider: - visual inspection - rapid testing - analytical testing methods. Resultant corrective actions shall be documented.	4.10.4	**The effectiveness and safety of the cleaning and disinfection measures, based on hazard analysis and assessment of associated risks, shall be verified and documented according to a sampling schedule by using appropriate procedures. Resultant corrective actions shall be documented.**
4.10.6	Cleaning and disinfection schedules shall be reviewed and modified, in the event that changes occur products to products, processes or cleaning and disinfection equipment, if necessary.	4.10.5	**Cleaning and disinfection schedules shall be reviewed and modified, if necessary, in the event of a change to product, process or cleaning equipment.**
4.10.7	The intended use of cleaning and disinfection utensils shall be clearly identified. Cleaning and disinfection utensils shall be used in a way that avoids contamination.	4.10.6	**The intended use of cleaning utensils shall be clearly identified. Cleaning utensils shall be used in a way to avoid contamination.**
4.10.8	Safety Data Sheets and instructions for use shall be available for chemicals and cleaning and disinfection agents. Personnel responsible for cleaning and disinfection shall be able to demonstrate their knowledge of such instructions, which shall always be available on site.	4.10.7	**Current material safety data sheets (MSDS) and instructions for use shall be available for chemicals and cleaning agents. Personnel responsible for cleaning shall be able to demonstrate their knowledge of such instructions, which shall be always available on site.**
4.10.9	Cleaning and disinfection chemicals shall be clearly labelled, used and stored appropriately, to avoid contamination.	4.10.8	**Cleaning chemicals shall be clearly labelled, used and stored appropriately, to avoid contamination.**
4.10.10	Cleaning and disinfection activities shall be carried out in periods of non-production. If this is not possible, these operations shall be controlled in order not to affect the products.	4.10.9	**Cleaning activities shall be carried out in periods of non-production. If this is not possible, these operations shall be controlled as to not affect the product.**
4.10.11	Where a company hires a third-party service provider for cleaning and disinfection activities, all requirements specified above shall be clearly defined in the service contract.	4.10.10	**Where a company hires a third-party service provider for cleaning and disinfection activities, all requirements specified within section 4.10 shall be clearly defined in the respective contract.**
4.11	**Waste management**	4.11	**Waste disposal**

4.11.1	A waste management procedure shall be in place to avoid cross contamination.	4.11.1	**A waste management procedure shall exist and shall be implemented to avoid cross contamination.**
4.11.2	All local legal requirements for waste disposal shall be met.	4.11.2	**All current legal requirements for waste disposal shall be met.**
4.11.3	Food waste and other waste shall be removed as quickly as possible from areas where food is handled. The accumulation of waste shall be avoided.	4.11.3	**Food waste and other waste shall be removed as quickly as possible from areas where food is handled. The accumulation of waste shall be avoided.**
4.11.4	Waste collection containers shall be clearly marked, suitably designed, in a good state of repair, easy to clean, and where necessary disinfected.	4.11.4	**Waste collection containers shall be clearly marked, suitably designed, in good state of repair, easy to clean, and where necessary disinfected.**
4.11.5	If a company decides to separate food waste and to reintroduce them into the feed supply chain, adequate measures or procedures shall be implemented to prevent a contamination or deterioration of this material.	4.11.5	**Waste collection rooms and containers (incl. compactors) shall be designed to be kept clean to minimise pest attraction.**
4.11.6	Waste shall be collected in separate containers in accordance with the intended means of disposal. Such waste shall be disposed by authorised third parties only. Records of waste disposal shall be kept by the company**.**	4.11.6	**Waste shall be collected in separate containers in accordance with the intended means of disposal. Such waste shall be disposed by authorised third parties only. Records of waste disposal shall be kept by the company.**
4.12	**Foreign material risk mitigation**	4.12	**Risk of foreign material, metal, broken glass and wood**
4.12.1	The products being processed shall be protected against physical contamination, which includes but is not limited to: - environmental contaminants - oils or dripping liquids from machinery - dust spills. Special consideration shall also be given to product contamination risks caused by : - equipment and utensils - pipes - walkways - platforms - ladders. If, for technological characteristics and/or needs, it is not possible to protect the products, appropriate control measures shall be defined and applied.	New	
4.12.2 **KO**	**KO N° 6 Based on hazard analysis and assessment of associated risks, procedures shall be in place to avoid contamination with foreign material. Contaminated products shall be treated as non-conforming products.**	4.12.1 KO	**KO N° 6 Based on hazard analysis and assessment of associated risks, procedures shall be in place to avoid contamination with foreign material. Contaminated products shall be treated as non-conforming products.**
4.12.3	Where metal and/or other foreign material detectors are required, they shall be installed to ensure maximum efficiency of detection in order to avoid subsequent contamination. Detectors shall be subjected to regular maintenance to avoid malfunction.	4.12.3	**Where metal- and/ or other foreign material detectors are required, they shall be installed to ensure maximum efficiency of detection, in order to avoid subsequent contamination. Detectors shall be subjected to regular maintenance to avoid malfunction.**

4.12.4	The adequate accuracy of all equipment and methods designed to detect and/or eliminate foreign material, shall be specified. Functionality checks of such equipment and methods shall be carried out regularly. In case of malfunction or failure, corrective actions shall be defined, implemented and documented.	4.12.5	**The appropriate accuracy of detectors shall be specified. Checks of proper function of detectors shall be carried out regularly. In case of malfunction or failure of a metal and/ or foreign material detector, corrective actions shall be defined, implemented and documented.**
4.12.5	Potentially contaminated products shall be isolated. Access and actions for the further handling or checking of these isolated products shall be carried out only by authorised personnel according to defined procedures. After this check, contaminated products shall be treated as non-conforming products.	4.12.4	**Potentially contaminated products shall be isolated. Access and actions for further handling or checking for these isolated products shall be carried out only by authorised personnel according to defined procedures. After this check, contaminated products shall be treated as non-conforming products.**
4.12.6	In areas where raw materials, semi-finished and finished products are handled, the use of glass and/or brittle materials shall be excluded; however where the presence of glass and/or brittle materials cannot be avoided, the risks shall be controlled and the glass and/or brittle materials shall be clean and pose no risks to product safety.	4.12.7	**In all areas, e.g. handling of raw materials, processing, packing and storage, where hazard analysis and assessment of associated risks have identified a potential product contamination, the presence of glass and brittle material shall be excluded. Where the presence of glass or brittle plastic cannot be avoided, appropriate measures shall be in place to protect against breakage.**
	deleted	4.12.8	**All stationary objects made of or incorporating glass or brittle material present in areas of handling of raw materials, processing, packing and storage shall be listed in a specific register, including details of their exact location. An assessment of the condition of objects on the register shall be performed on a regular basis and recorded. Frequency of this check shall be justified by documents.**
4.12.7	Based on hazard analysis and assessment of associated risks, preventive measures shall be in place for the handling of glass packaging, glass containers or other kinds of containers in the production process (turn over, blow, rinse, etc.). After this process step there shall be no further contamination risks.	4.12.11	**Based on hazard analysis and assessment of associated risks, preventive measures shall be in place for handling of glass packaging, glass containers or other kinds of containers in the production process (turn over, blow, rinse, etc.). After this process step there shall be no further risk of contamination.**
4.12.8	Procedures shall be in place describing the measures to be taken in case of glass breakage and/or brittle material. Such measures shall include identifying the scope of goods to be isolated, specifying authorised personnel, cleaning the production environment and releasing the production line for continued production.	4.12.10	**Procedures shall be in place describing the measures to be taken in case of breakage of glass and/ or brittle material. Such measures shall include identifying the scope of goods to be isolated, specifying authorised personnel, cleaning the production environment and release of production line for continued production.**

4.12.9	Breakages of glass and brittle material shall be recorded. Exceptions shall be justified and documented.	4.12.9	**Breakages of glass and brittle material shall be recorded. Exceptions shall be justified and documented.**
4.12.10	Where visual inspection is used to detect foreign materials, the employees shall be trained and operative changes shall be performed at an appropriate frequency to maximise the effectiveness of the process.	4.12.12	**Where visual inspection is used to detect foreign material, the employees shall be trained and operative change shall be performed at an appropriate frequency to maximise effectiveness of process.**
	Deleted	4.12.6	**In cases where special equipment or methods are used to detect foreign material, these shall be properly validated and maintained.**
4.12.11	In areas where raw materials, semi-finished and finished products are handled, the use of wood shall be excluded; however where the presence of wood cannot be avoided, the risks shall be controlled and the wood shall be clean and pose no risks to product safety.	4.12.2	**In all areas, e.g. handling of raw materials, processing, packing and storage, where hazard analysis and assessment of associated risks have identified the potential for product contamination, the use of wood shall be excluded. Where the use of wood cannot be avoided, the risk shall be controlled and the wood shall be in good order and clean.**
4.13	**Pest monitoring and control**	4.13	**Pest monitoring /Pest control**
4.13.1	Site infrastructure and operations shall be designed and built to prevent pest infestation.	New	
4.13.2	The company shall have adequate pest control measures in place which shall be in compliance with local legal requirements and shall take into account, at a minimum: - factory environment (potential pests) - type of raw material/finished products - site plan with area for application (bait map) - constructional designs susceptible for pest activity, such as ceilings, cellars, pipes, corners - identification of the baits on site - responsibilities, in-house/ external - agents used and their instructions for use and safety - frequency of inspections - rented storage if applicable. The pest control measures shall be based on hazard analysis and assessment of associated risks.	4.13.1	**The company shall have a pest control system in place which is in compliance with local legal requirements, taking into account, as a minimum: - the factory environment (potential pests) - site plan with area for application (bait map) - identification of the baits on site - responsibilities, in-house/ external - used products/ agents and their instructions for use and safety - the frequency of inspections. The pest control system shall be based on hazard analysis and assessment of associated risks.**

4.13.3	Where a company hires a third-party service provider for pest control, all requirements specified above shall be clearly defined in the service contract. A person at the company shall be appointed and trained to monitor the pest control measures. Even if the pest control service is outsourced, responsibilities for the necessary actions (including ongoing supervision of pest control activities) shall remain within the company.	4.13.2	**The company shall have qualified and trained in-house staff and/ or employ the services of a qualified external provider. Where an external provider is used, the activities required on site shall be specified in a written contract.**
4.13.4	Pest control inspections and resulting actions shall be documented. Implementation of actions shall be monitored and recorded. **Any infestation shall be documented and control measures taken.**	4.13.3	**Pest control inspections and resulting actions shall be documented. Implementation of actions shall be monitored and recorded.**
4.13.5	Baits, traps and insect exterminators shall be fully functioning, sufficient in number, designed for purpose, placed in appropriate positions and used in a way that avoids any contamination risks.	4.13.4	**Baits, traps and insect exterminators shall be functioning, shall be in sufficient numbers and shall be placed in an appropriate position. They shall be constructed and positioned as not to cause any contamination risk.**
4.13.6	Incoming deliveries shall be inspected on arrival for the presence of pests. Any findings shall be recorded.	4.13.5	**Incoming deliveries shall be checked on arrival for the presence of pests. Any infestation shall be documented and control measures taken.**
4.13.7	The effectiveness of the pest control measures shall be monitored, including trend analysis, to allow timely appropriate actions. Records of this monitoring shall be available.	4.13.6	**The effectiveness of the pest control shall be monitored with the help of regular trend analyses.**
4.14	**Receipt and storage of goods**	4.14	**Receipt of goods and storage**
4.14.1	All incoming goods, including packaging materials and labels, shall be checked for conformity against specifications and a determined inspection plan. The inspection plan shall be justified by risk assessment. Records of those inspections shall be available.	4.14.1	**All incoming goods, including packaging materials and labels, shall be checked for conformity against specifications and to a determined inspection plan. The inspection plan shall be risk based. Test results shall be documented.**
4.14.2	The storage conditions of raw materials, semi-finished, finished products and packaging materials shall correspond to product specification and shall not have any negative impact on other products.This shall be defined in an implemented and maintained system.	4.14.2	**The storage conditions of raw materials, semi-processed and finished products as well as packaging shall in each case correspond to product requirements (e.g. refrigeration, protective covers) and shall not be detrimental to other products.**
4.14.3	Raw materials, packaging, semi-processed, finished products shall be stored so as to minimise the contamination risks or other negative impact.	4.14.3	**Raw materials, packaging, semi-processed and finished products shall be stored so as to minimise the risk of cross contamination.**
4.14.4	Appropriate storage facilities shall be available for the management and storage of working materials, process aids, and additives. The personnel responsible for the management of storage facilities shall be trained.	4.14.4	**Appropriate storage facilities shall be available for the management and storage of working materials, process aids, and additives. The personnel responsible for the management of storage facilities shall be trained.**
4.14.5	All products shall be clearly identified. Use of products shall be undertaken in accordance with the principles of First In/ First Out and/ or First Expired/ First Out.	4.14.5	**All products shall be clearly identified. Use of products shall be undertaken in accordance with the principles of First In/ First Out and/ or First Expired/ First Out.**

4.14.6	Where a company hires a third-party storage service provider, the service provider shall be certified against IFS Logistics or any other GFSI recognised certification standard covering the respective scope of activity. If not, all relevant requirements equivalent to the company's own storage practices shall be fulfilled and this shall be clearly defined in the respective contract.	4.14.6	**Where a company hires a third-party storage service provider, the service provider shall be subject to IFS Logistics requirements. If the third party service provider is not certified to IFS Logistics, all relevant requirements equivalent to the company's own warehousing practices shall be fulfilled and this shall be clearly defined in the respective contract.**
4.15	**Transport**	4.15	**Transport**
4.15.1	The conditions inside the vehicles, such as: - absence of strange smells - high dust load - adverse humidity - pests - mould shall be checked before loading and documented to ensure compliance with the specified conditions.	4.15.1	**Before loading transport vehicles, their condition (e.g. absence of strange smells, high dust load, adverse humidity, pests, mould) shall be checked and action taken, if necessary.**
4.15.2	Where goods are transported at certain temperatures, the temperature inside the vehicles shall be checked and documented before loading.	4.15.3	**Where goods must be transported at certain temperatures, before loading, the temperature inside the vehicle shall be checked and documented.**
4.15.3	Procedures to prevent contamination during transport, including loading and unloading, shall be in place. Different categories of goods (food/ non-food) shall be taken into consideration, if applicable.	4.15.2	**Procedures to prevent contamination during transport shall be implemented (food/ non-food/ different categories of goods).**
4.15.4	Where goods are transported at certain temperatures, maintaining the adequate range of temperatures during transport shall be ensured and documented.	4.15.4	**Where goods must be transported at certain temperatures, maintaining the adequate range of temperatures during transport shall be ensured and documented.**
4.15.5	Adequate hygiene requirements for all transport vehicles and equipment used for loading/unloading (e.g. hoses of silo installations) shall exist. Measures taken shall be recorded.	4.15.5	**Adequate hygienic requirements for all transport vehicles and equipment used for loading/unloading (e.g. hoses of silo installations) shall exist. There shall be records of the measures taken.**
4.15.6	The loading/unloading area shall be appropriate for its intended use. They shall be constructed in a way that: – the risks of pest intake is mitigated – products are protected from adverse weather conditions – accumulation of waste is avoided – condensation and growth of mould are prevented – cleaning can be easily undertaken.	4.15.6	**Loading and unloading areas shall have equipment in place to protect transported products from external influences.**
4.15.7	Where a company hires a third-party transport service provider, the service provider shall be certified for IFS Logistics or any other GFSI recognised certification standard covering the respective scope of activity. If not, all relevant requirements equivalent to the company's own transport practices shall be fulfilled and this shall be clearly defined in the respective contract.	4.15.7	**Where a company hires a third-party transport service provider, all the requirements specified within section 4.15 shall be clearly defined in the respective contract or the service provider shall be subject to IFS Logistics requirements.**

	Deleted	4.15.8	**Security of transport vehicles shall be appropriately maintained.**
4.16	**Maintenance and repair**	4.16	**Maintenance and repair**
4.16.1	An adequate maintenance plan shall be in place, maintained and documented, that covers all critical equipment (including transport) for compliance with product requirements. This applies both to internal maintenance activities and service providers. The plan shall include responsibilities, priorities and due dates.	4.16.1	**An adequate system of maintenance shall be in place, maintained and documented, covering all critical equipment (incl. transport) for compliance with product requirements. This applies both for internal and external maintenance activities.**
4.16.2	Product requirements and prevention of contamination shall be ensured during and after maintenance and repair work. Records of maintenance and repair work shall be kept.	4.16.2	**Product requirements and prevention of contamination shall be ensured during and after maintenance and repair work. Records of maintenance and repair work and of corrective actions taken shall be kept.**
4.16.3	All materials used for maintenance and repair shall be fit for the intended use and shall not pose contamination risks.	4.16.3	**All materials used for maintenance and repair shall be fit for the intended use.**
4.16.4	Failures and malfunctions of plant and equipment (including transport) that are essential for food safety and quality, shall be identified, documented and reviewed to enable prompt actions and to improve the maintenance plan.	4.16.4	**Failures of plant and equipment (incl. transport) covered by the maintenance system shall be documented and reviewed with a view to adapting the maintenance system.**
4.16.5	Temporary repairs shall be carried out not to compromise food safety and product quality. Such work shall be documented and a short-term deadline set for eliminating the issue.	4.16.5	**Temporary repairs shall be carried out so that product requirements are not affected. Such work shall be documented and a short-term deadline set for eliminating the fault.**
4.16.6	Where a company hires a third-party maintenance and repair service provider, all the company specified requirements regarding material, equipment and operational rules shall be clearly defined, documented and maintained in the service contract, to prevent any product contamination.	4.16.6	**Where a company hires a third-party maintenance and repair service provider, all the company specified requirements regarding material and equipment shall be clearly defined, documented and maintained.**
4.17	**Equipment**	4.17	**Equipment**
4.17.1	Equipment shall be suitably designed and specified for the intended use. Before commissioning, it shall be verified that the product requirements are complied with.	4.17.1	**Equipment shall be suitably designed and specified for the intended use. Before commissioning, it shall be verified that the product requirements are complied with.**
4.17.2	For all equipment and utensils with direct food contact, a certificate of conformity shall be in place, which confirms compliance with legal requirements. In case no specific legal requirements are in place, evidence shall be available, such as: - certificate of conformity - technical specifications - manufacturer's self-declaration to demonstrate that they are suitable for the intended use.	4.17.2	**For all equipment and tools with direct food contact, certificates of conformity shall exist which confirm compliance with current legal requirements. In case no specific legal requirements are applicable, evidence shall be available to demonstrate that all equipment and tools are suitable for use. This applies for all equipment and tools in direct contact with raw materials, semi-processed and finished products.**
4.17.3	Equipment shall be located to allow effective cleaning and maintenance operations.	4.17.3	**Equipment shall be designed and located so that cleaning and maintenance operations can be effectively performed.**

4.17.4	The company shall ensure that all product equipment is in a condition that shall not compromise food safety and product quality.	4.17.4	**The company shall ensure that all product equipment is in good condition without any negative influence on food safety.**
4.17.5	The company shall ensure that in the event of changes to equipment, the process characteristics are reviewed in order to assure that the product requirements, as agreed with customers, are complied with.	4.17.5	**The company shall ensure that in the event of changes to processing methods and equipment, process characteristics are reviewed in order to assure that product requirements are complied with.**
4.18	**Traceability**	4.18	**Traceability (including GMOs and allergens)**
4.18.1 KO	**KO N° 7: A traceability system shall be in place that enables the identification of product lots and their relation to batches of raw materials and primary packaging materials. The traceability system shall incorporate all relevant records of: - receipt - processing - use of rework - distribution. Traceability shall be ensured and documented until delivery to the customer.**	4.18.1 KO	**KO N° 7: A traceability system shall be in place which enables the identification of product lots and their relation to batches of raw materials, packaging in direct contact with food, packaging intended or expected to be in direct contact with food. The traceability system shall incorporate all relevant receiving processing and distribution records. Traceability shall be ensured and documented until delivery to the customer.**
4.18.2	The traceability system shall be tested on a periodic basis, at least annually and each time the traceability system changes. The test samples shall represent the complexity of the company´s product range. The test records shall verify upstream and downstream traceability (from delivered products to raw materials, and vice versa). The traceability of the finished product shall be performed within four (4) hours maximum.	4.18.2	**Downstream traceability records (from production sites to the customers) shall be available. The timeframe for producing these records for review shall be compliant with customer's requirements.**
	merged in 4.18.2	4.18.4	**The traceability system shall be tested on a periodic basis - at least annually and each time traceability system changes. The test shall verify upstream and downstream traceability (from delivered products to raw materials, and vice versa), including quantity checking. Test results shall be recorded.**

4.18.3	Test results, including the timeframe for obtaining the information, shall be recorded and where necessary appropriate actions shall be taken. Timeframe objectives shall be defined and be in compliance with customer requirements.	New	
4.18.4	The traceability system shall identify the relationship between batches of final products and their labels.	4.18.3	**Traceability shall be in place to identify the relationship between batches of final products and their labels.**
4.18.5	Traceability shall be ensured at all stages, including work in progress, post treatment and rework.	4.18.5	**Traceability shall be ensured at all stages, including work in progress, post treatment and rework.**
4.18.6	Labelling of semi-finished or finished product lots shall be made at the time when the goods are directly packed to ensure a clear traceability of goods. Where goods are labelled at a later time, the temporarily stored goods shall have a specific lot labelling. Shelf life (e.g. best before date) of labelled goods shall be established using the original production batch.	4.18.6	**Labelling of semi-finished or finished product lots shall be made at the time when the goods are directly packed to ensure a clear traceability of goods. Where goods are labelled at a later time, the temporarily stored goods shall have been provided with a specific lot labelling. The shelf life (e.g. best before date) of the labelled goods shall be calculated from the original production batch.**
4.18.7	If required by the customer, identified representative samples of the manufacturing lot or batch number shall be stored appropriately and kept until expiration of the “Use by” or “Best before” date of the finished product and if necessary, for a determined period beyond this date.	4.18.7	**If required by customer, identified samples representative for the manufacturing lot shall be stored appropriately and kept until expiration of the “Use by” or “Best before date” of the finished product and if necessary for a determined period beyond this date.**

	deleted	4.19	**Genetically modified organisms (GMOs)**
	Deleted	4.19.1	**For products being delivered to customers and / or countries with GMO requirements, the company shall have in place systems and procedures to allow the identification of products consisting of GMOs, containing GMOs or produced from GMOs, including food ingredients, additives and flavouring(s).**
	Deleted	4.19.2	**Raw material specifications and delivery documents identifying products consisting of, being made from, or containing GMOs shall be available. The assurances concerning the GMO status of the raw materials shall be agreed by contract with the supplier or the relevant technical documents shall specify the GMO status. The company shall maintain a continuously updated listing of all GMO raw materials used at its premises, which also identifies all blends and formulas to which such GMO raw materials are added.**
	Deleted	4.19.3	**There shall be adequate procedures to ensure that where products consisting of or containing GMOs are manufactured, contamination of non-GMO products is avoided. Adequate control measures shall be in place to avoid GMO cross contamination. The effectiveness of these procedures shall be monitored by testing.**
	Deleted	4.19.4	**Finished products containing GMOs or labelled as not containing GMOs shall be declared in accordance with current legal requirements. Delivery documents shall include the corresponding reference to GMOs.**
	Deleted	4.19.5	**Customer requirements concerning the GMO status of products shall be clearly implemented by the company.**
4.19	**Allergen risk mitigation**	4.20	**Allergens and specific conditions of production**
4.19.1	Raw material specifications that identify allergens requiring declarations relevant to the country of sale of the finished products shall be available. The company shall maintain a continuously up-to-date listing of all raw materials containing allergens used on the premises. This shall also identify all blends and formulas to which such raw materials containing allergens are added.	4.20.1	**Raw material specifications identifying allergens requiring declaration that are relevant to the country of sale of the finished product shall be available. The company shall maintain a continuously up to date listing of all raw materials containing allergens used at its premises, which also identifies all blends and formulas to which such raw materials containing allergens are added.**

4.19.2	Based on hazard analysis and assessment of associated risk, preventive and control measures shall be in place from receipt to dispatch, to ensure that potential cross contamination of products by allergens is minimised. The potential cross contamination risks related to: -environment -transport -storage -raw materials shall be considered. Control measures shall be verified.	4.20.2	**Based on hazard analysis and assessment of associated risk, control measures shall be in place from receipt to dispatch, to ensure that cross contamination of products by allergens is minimised. Control measures shall be verified.**
4.19.3	Finished products containing allergens that require declaration shall be declared in accordance with legal requirements. Accidental or technically unavoidable cross-contaminations of legally declared allergens and traces shall be labelled. The decision shall be based on a hazard analysis and assessment of associated risks. The potential cross-contamination with allergens from raw materials processed in the company shall also be taken into account on the product label.	4.20.3	**Finished products containing allergens requiring declaration shall be declared in accordance with current legal requirements. For the adventitious or unintentional presence, the labelling of legally declared allergens and traces shall be based on hazard analysis and assessment of associated risks.**
4.20	**Food Fraud**	4.21	**Food Fraud**
4.20.1	The responsibilities for a food fraud vulnerability assessment and mitigation plan shall be clearly defined. The responsible person(s) shall have the appropriate specific knowledge and have the full commitment from the senior management.	New	
4.20.2	A documented food fraud vulnerability assessment shall be undertaken on all raw materials, ingredients, packaging materials and outsourced processes, to determine the risks of fraudulent activity in relation to substitution, mislabelling, adulteration or counterfeiting. The criteria considered within the vulnerability assessment shall be defined.	4.21.1	**A documented food fraud vulnerability assessment shall be undertaken on all raw materials, ingredients, packaging and outsourced processes, to determine the risk of fraudulent activity in relation to substitution, mislabelling, adulteration or counterfeiting. The criteria considered within the vulnerability assessment shall be defined.**

4.20.3	A documented food fraud mitigation plan shall be developed, with reference to the vulnerability assessment, and implemented to control any identified risks. The methods of control and monitoring shall be defined and implemented.	4.21.2	**A documented food fraud mitigation plan shall be developed, with reference to the vulnerability assessment, and implemented to control any identified risk. The methods of control and monitoring shall be defined and implemented.**
4.20.4	The food fraud vulnerability assessment shall be regularly reviewed, at least annually, and/or in the event of increased risks. If necessary, the food fraud mitigation plan shall be revised/updated accordingly.	4.21.3	**In the event of increased risk, food fraud vulnerability assessment shall be reviewed.** **Otherwise all vulnerability assessments shall be reviewed at least annually.** **Control and monitoring requirements of the food fraud mitigation plan shall be reviewed and amended when**
5.	**Measurements, analysis, improvements**	5.	**Measurements, Analysis, Improvements**
5.1	**Internal audits**	5.1	**Internal audits**
5.1.1 KO	**KO N° 8: The company shall have an effective internal audit program in place which shall cover at least all the requirements of the IFS Standard.** **Scope and frequency of internal audits shall be determined and justified by risk assessment. The internal audit program shall also apply to off-site storage locations owned or rented by the company.**	5.1.1 KO	**KO N° 8: Effective internal audits shall be conducted according to a defined agreed audit program and shall cover at least all requirements of the IFS Standard. Scope and frequency of internal audits shall be determined by hazard analysis and assessment of associated risks. This is also applicable for off site storage locations owned or rented by the company.**
5.1.2	Internal audits of activities, which are critical to food safety and product quality, shall be carried out at least once a year.	5.1.2	**Internal audits of activities which are critical to food safety and product specifications shall be carried out at least once a year.**
5.1.3	The auditors shall be competent and independent from the audited department.	5.1.3	**The auditors shall be competent and independent from the audited department.**
5.1.4	Internal audit results shall be communicated to the senior management and to persons responsible for the concerned activities. Necessary corrective actions and a schedule for implementation shall be determined, documented and communicated to the relevant person. All corrective actions resulting from the internal audits shall be verified.	5.1.4	**Audit results shall be communicated to the senior management and to responsible persons of concerned department. Necessary corrective actions and a schedule for implementation shall be determined and documented and communicated to every relevant person.**
	Merged in 5.1.4	5.1.5	**It shall be documented how and when the corrective actions resulting from the internal audits shall be verified.**
5.2	**Site factory inspections**	5.2	**Site Factory Inspections**
5.2.1	Site and factory inspections shall be planned and carried out for topics such as: - constructional status of production and storage premises - external areas - product control during processing - hygiene during processing and within the infrastructure - foreign material hazards - personnel hygiene. The frequency of inspections shall be justified by risk assessment and be based on the history of previous experience.	5.2.1	**Factory inspections shall be planned and carried out (e.g. product control, hygiene, foreign material hazards, personnel hygiene and housekeeping). The frequency of inspections in every area (including outdoor areas) and every single activity shall be based on hazard analysis and assessment of associated risks and on the history of previous experience.**
5.3	**Process and working environment validation and control**	5.3	**Process validation and control**

5.3.1	The criteria for process and working environment validation and control shall be clearly defined. Where the control of process and working environment parameters (temperature, time, pressure, chemical properties, etc.) are essential to ensure the food safety and product quality requirements, such parameters shall be monitored and recorded continuously and/ or at appropriate intervals.	5.3.1	**The criteria for process validation and control shall be clearly defined.**
	Merged in 5.3.1	5.3.2	**In circumstances where the control of process and working environment parameters (temperature, time, pressure, chemical properties etc.) is essential to ensure the product requirements, such parameters shall be monitored and recorded continuously and/or at appropriate intervals.**
5.3.2	All rework operations shall be validated, monitored and documented. These operations shall not affect the food safety and product quality requirements.	5.3.3	**All rework operations shall be validated, monitored and documented. These operations shall not affect the product requirements.**
5.3.3	Procedures shall be in place for prompt notification, recording and monitoring of equipment malfunction and process deviations.	5.3.4	**There shall be appropriate procedures for prompt notification, recording and monitoring of equipment malfunction and process deviations.**
5.3.4	Process validation shall be performed using the collected data that is relevant for food safety and the processes. If substantial modifications occur, a re-validation shall be carried out.	5.3.5	**Process validation shall be performed using the collected data that is relevant for product safety and the processes. If substantial modifications occur, a revalidation shall be carried out.**
5.4	**Calibration, adjustment and checking of measuring and monitoring devices**	5.4	**Calibration, adjustment and checking of measuring and monitoring devices**
5.4.1	The company shall identify and record the measuring and monitoring devices required to ensure compliance with food safety and product quality requirements. Their calibration status shall be recorded. Measuring and monitoring devices shall be legally approved if required by legislation.	5.4.1	**The company shall identify the measuring and monitoring devices required to ensure compliance with product requirements. These devices shall be recorded on a document and clearly identified.**
5.4.2	All measuring devices shall be checked, adjusted and calibrated at specified intervals, with a monitoring system. This system shall be in accordance with defined, recognised standard/ methods and within relevant limits of the process parameters values. The results of the checks, adjustments and calibrations shall be documented.	5.4.2	**All measuring devices shall be checked, adjusted and calibrated, under a monitoring system, at specified intervals and in accordance with defined recognised standard/ methods. The results of the checks, adjustments and calibrations shall be documented. Where necessary, corrective actions on devices and, if necessary, on process**
5.4.3	All measuring devices shall be used exclusively for their defined purpose. Where the results of measurements or the status of the device indicate a malfunction, the device in question shall be immediately repaired or replaced. Where necessary, corrections and corrective actions on processes and products shall be carried out.	5.4.3	**All measuring devices shall be used exclusively for their defined purpose. Where the results of measurements indicate a malfunction, the device in question shall be immediately repaired or replaced.**
	Merged in 5.4.1	5.4.4	**The calibration status of the measuring devices shall be clearly identified (labelling at the machine or on a list of test devices).**
5.5	**Quantity control monitoring**	5.5	**Quantity checking (quantity control/ filling quantities)**

5.5.1	The company shall define compliance criteria to control lot quantity. A frequent and methodological strategy for quantity control shall be in place to meet legal requirements of the destination country/ies and customer specifications.	5.5.1	**The frequency and methodology of quantity checking shall be determined so that the legal requirements and customer specifications, or if appropriate, guidelines for nominal quantity are met.**
	Merged in 5.5.1	5.5.2	**A procedure shall exist to define compliance criteria for lot quantity checking. This procedure shall also, among others, take into consideration the tare, the density and other critical attributes.**
5.5.2	Checks shall be implemented and recorded, according to a sampling plan which ensures a proper representation of the manufacturing lot. Results of these checks shall be compliant with defined criteria for all products ready to be delivered.	5.5.3	**Checks shall be implemented and recorded, according to a sampling plan which ensures a proper representation of the manufacturing lot.**
	Merged in 5.5.3	5.5.4	**Results of these checks shall be compliant with defined criteria for all products ready to be delivered.**
	Deleted	5.5.5	**For purchased, already pre-packed products from third parties, there shall be evidence about the compliance with the legal requirements for nominal quantity.**
	Merged in 5.4.1	5.5.6	**If applicable, all equipment used for final checking shall be legally approved.**
5.6	**Product and process analysis**	5.6	**Product analysis**
5.6.1	Testing plans, for internal and external analysis shall be justified by risk assessment to ensure that product safety, quality, safety, legal and specific customer requirements are met. The plans shall cover topics, such as: - raw materials - semi-finished products, - finished products - packaging materials - contact surfaces of processing equipment - relevant parameters for environmental monitoring. All test results shall be recorded.	5.6.1	**There shall be procedures ensuring that all specified product requirements are met, including legal requirements and specifications. Microbiological, physical and chemical analysis required for that purpose shall be performed internally and/ or subcontracted.**
5.6.2	Analyses, which are relevant for food safety, shall preferably be performed by laboratories with appropriate accredited programs/ methods (ISO/IEC 17025). If the analyses are performed internally or by a laboratory without the appropriate accredited programs/ methods, the results shall be verified on a regular basis by laboratories accredited to these programs/ methods (ISO/IEC 17025).	5.6.2	**Analyses, which are relevant for food safety, shall preferably be performed by laboratories having appropriate accredited programs/ methods (ISO 17025). If the analyses are performed by a factory internal or a laboratory not having appropriate accredited programs/ methods, the results shall be verified on a regular basis by laboratories accredited on these programs/ methods (ISO 17025).**
5.6.3	Procedures shall exist which ensure the reliability of the internal analyses results, based on officially recognised analysis methods. This shall be demonstrated by ring tests or other proficiency tests.	5.6.3	**Procedures shall exist which ensure the reliability of the internal analysis results on the basis of official recognised analysis methods. This shall be demonstrated by ring tests or other proficiency tests.**
	Merged in 5.6.1	5.6.4	**A test plan shall be drawn up for internal and external analysis, based on hazard analysis and assessment of associated risks, which covers raw materials, semi-processed and finished products as well as processing equipments and packaging materials, and where necessary environmental tests. The test results shall be documented.**
5.6.4	Results of analyses shall be evaluated promptly by competent personnel. Appropriate corrective actions shall be undertaken for any unsatisfactory results. The analytical results shall be reviewed regularly in order to identify trends and, when necessary, corrective actions shall be taken.	5.6.5	**Results of analysis shall be evaluated promptly. Appropriate corrective measures shall be introduced for any unsatisfactory results. The analytical results shall be reviewed regularly in order to identify trends. Trends indicating potential unsatisfactory results shall be taken into consideration.**

5.6.5	Where internal analyses or controls are undertaken, these shall be carried out in accordance with defined procedures by trained and approved personnel, in defined areas or laboratories, using appropriate equipment.	5.6.6	**Where internal analysis is undertaken, qualified and trained personnel shall be in place, as well as appropriate equipment and premises.**
5.6.6	For verification of the quality of the finished product, internal organoleptic tests shall be carried out regularly. These tests shall be in accordance with specifications and related to the impact on respective parameters of product characteristics. The results of these tests shall be documented.	5.6.7	**For verification of finished product quality, internal organoleptic tests shall be carried out regularly. These tests shall be in accordance with specifications and related to the impact on respective parameters of product characteristic. The results of these tests shall be documented.**
5.6.7	The testing plan shall be regularly reviewed and updated, based on results, changes to legislation or issues that may have an impact on product safety, quality or legality.	5.6.8	**Based on hazard analysis, assessment of associated risks and on any internal or external information on product risks which may have an impact on food safety and/or quality (incl. adulteration and fraud), the company shall update its control plan and/or take any appropriate measure to control impact on finished products.**
5.7	**Product release**	5.7	**Product quarantine (blocking/hold) and product release**
5.7.1	A procedure for quarantine (blocking/hold) shall be in place that is justified by risk assessment. The procedure shall ensure that only raw materials, semi-finished and finished products and packaging materials conforming to product requirements, are processed and dispatched.	5.7.1	**A procedure shall be in place, based on hazard analysis and assessment of associated risks, for the quarantine (blocking/hold) and release of all raw materials, semi-processed and finished products and packaging materials. The procedure shall ensure that only products and materials conforming to product requirements are processed and dispatched.**
5.8	**Management of complaints from authorities and customers**	5.8	**Management of complaints from authorities and customers**
5.8.1	A procedure shall be in place for the management of product complaints and of any written notification from the competent authorities –within the framework of official controls-, any ordering action or measure to be taken when non-compliance is indetified.	5.8.1	**A system shall be in place for the management of product complaints.**
5.8.2	All complaints shall be registered, readily available and assessed by competent staff. Where it is justified, appropriate actions shall be taken immediately.	5.8.2	**All complaints shall be assessed by competent staff. Where it is justified appropriate actions shall be taken immediately, if necessary.**
5.8.3	Complaints shall be analysed with a view to implementing appropriate actions to avoid the recurrence of the non-conformity.	5.8.3	**Complaints shall be analysed with a view to implementing preventive actions which avoid the recurrence of the non-conformity.**
5.8.4	The results of complaint data analysis shall be made available to the relevant responsible persons.	5.8.4	**The results of complaint data analysis shall be made available to the relevant responsible persons and to the senior management.**
5.9	**Management of incidents, product withdrawal, product recall**	5.9	**Management of incidents, product withdrawal, product recall**

5.9.1	A procedure shall be implemented and maintained for management of incidents and potential emergency situations with an impact on food safety, quality and legality. It shall include, at a minimum: - the decision making process - the nomination of a person, authorised by the company and permanently available, to initiate the incident management process in a timely manner - the nomination and training of an incident management team, - an up to date alert contact list including customer information, sources of legal advice, contacts availability, -a communication plan including authorities.	5.9.1	**A documented procedure shall be defined for management of incidents and of potential emergency situations that impact food safety, legality and quality. This procedure shall be implemented and maintained. This includes as a minimum: the nomination and training of a crisis team, an alert contact list, sources of legal advice (if necessary), contacts availability, customer information, and a communication plan, including information to consumers.**
5.9.2 KO	**KO N° 9: An effective procedure for the withdrawal and/or the recall of all products shall be in place. This procedure shall include a clear assignment of responsibilities and a comprehensive information policy for customers and consumers.**	5.9.2	**KO N° 9: There shall be an effective procedure for the withdrawal and recall of all products, which ensures that involved customers are informed, as soon as possible. This procedure shall include a clear assignment of responsibilities.**
	Merged in 5.9.1	5.9.3	**Updated emergency contact details (such as names and phone numbers of suppliers, customers and competent authorities) shall be available. A person of the company, who has the authority to initiate the incident management process, shall be permanently available.**
5.9.3	The procedures for management of incidents and product withdrawal/recall, shall be subject to regular internal testing, at least once a year. This test shall be carried out to ensure the effective implementation and operation of the full procedure and shall include the verification of the updated contact data.	5.9.4	**The feasibility, effectiveness and timeliness of implementation of the withdrawal procedure shall be subject to regular internal testing, based on hazard analysis and assessment of associated risks but carried out at least once a year. This shall be carried out in a manner to ensure the effective implementation and operation of the procedure.**
5.10	**Management of non-conformities and non-conforming products**	5.10	**Management of non-conformities and non conforming products**

5.10.1	A procedure shall be in place for the management of all non-conforming raw materials, semi-finished products, finished products, processing equipment and packaging materials. This shall include, at a minimum: - defined responsibilities - isolation/ quarantine procedures - risk assessment - identification including labelling - decision about the further usage like release, rework/post treatment, blocking, quarantine, rejection/disposal.	5.10.1	**A procedure shall exist for the management of all non-conforming raw materials, semi-finished and finished products, processing equipment and packaging materials. This shall include, as a minimum:** **- isolation/ quarantine procedures** **- hazard analysis and assessment of associated risks** **- identification (e.g. labelling)** **- decision about the further use (e.g. release, rework/ post treatment, blocking, quarantine, rejection/ disposal).**
5.10.2	The procedure for the management of non-conforming products shall be understood and applied by all relevant employees.	5.10.2	**The responsibilities for the management of non-conforming products shall be clearly identified. The procedure for the management of non-conforming products shall be understood by all relevant employees.**
5.10.3	Where non-conformities are identified, immediate actions shall be taken to ensure that food safety and product quality requirements are complied with.	5.10.3	**Where non-conformities are present, immediate corrections shall be taken to ensure that product requirements are complied with.**
5.10.4	Finished products (including packaging) that are out of specifications shall not be placed on the market under the corresponding label, unless a written approval of the brand owner is available.	5.10.4	**Out of specification, final packaged products or packaging materials, both related to private labels, shall not be placed in the market under the label concerned. Exceptions shall be agreed in writing with the contract partners.**
5.11	**Corrective actions**	5.11	**Corrective actions**
5.11.1	A procedure shall be in place for the recording and analysis of non-conformities and non-conforming products, with the objective to avoid recurrences by preventive and/or corrective actions. This may include a root cause analysis.	5.11.1	**A procedure shall be in place for the recording and analysis of the non-conformities with the objective to avoid recurrences by preventive actions and/ or corrective actions.**
5.11.2 **KO**	**KO N° 10: Corrective actions shall be clearly formulated, documented and undertaken as soon as possible to avoid the further occurrence of non-conformities. The responsibilities and the timescales for corrective actions shall be clearly defined.**	5.11.2 KO	**KO N° 10: Corrective actions shall be clearly formulated, documented and undertaken, as soon as possible to avoid further occurrence of non-conformity. The responsibilities and the timescales for corrective action shall be clearly defined. The documentation shall be securely stored, and easily accessible.**
5.11.3	The effectiveness of the implemented corrective actions shall be assessed and the results of the assessment documented.	5.11.3	**The performance of the implemented corrective actions shall be documented and the effectiveness shall be checked.**
6	**Food defence plan**	6	**Food defense and external inspections**
		6.1	**Defense assessment**
6.1	The responsibility for the food defence plan shall be clearly defined. Those responsible shall have the appropriate specific knowledge and training, and have full commitment from the senior management.	6.1.1	**Responsibilities for food defense shall be clearly defined. Those responsible shall be key staff or shall have access to the top management team. Sufficient knowledge in this area shall be demonstrated.**

6.2	A food defence plan and procedure shall be developed based on probability and be implemented in relation to assessed threats. This shall include: - legal requirements - identification of critical areas and/or practices and policy of access by employees -visitors and contractors - all other appropriate control measures. The food defence plan shall be reviewed at least annually, and updated when appropriate.	6.1.2	**A food defense hazard analysis and assessment of associated risks shall have been performed and documented. Based on this assessment, and based on the legal requirements, areas critical to security shall be identified.** **Food defense hazard analysis and assessment of associated risks shall be conducted annually or upon changes that affect food integrity.** **An appropriate alert system shall be defined and periodically tested for effectiveness.**
6.3	The test on the effectiveness of the food defence plan and the related control measures shall be included in the internal audit and the inspection plan.	New	
6.4	A documented procedure shall exist for managing external inspections and regulatory visits. Relevant personnel shall be trained to execute the procedure.	6.4.1	**A documented procedure shall exist for managing external inspections and regulatory visits. Relevant personnel shall be trained to execute the procedure.**
	Deleted	6.1.3	**If legislation makes registration or onsite inspections necessary, evidence shall be provided.**
	Deleted	6.2	**Site Security**
	Deleted	6.2.1	**Based on a hazard analysis and assessment of associated risks, identified areas critical to security shall be adequately protected to prevent unauthorized access.** **Access points shall be controlled.**
	Deleted	6.2.2	**Procedures shall be in place to prevent tampering and/or allow identification of signs of tampering.**
	Deleted	6.3	**Personnel & Visitor Security**
	Deleted	6.3.1	**Visitor policy shall contain aspects of food defense plan.** **Delivery and loading staff in contact with the product shall be identified and shall respect the access rules of the company.** **Visitors and external service providers shall be identified in areas with product storage and shall be registered at the time of access. They should be informed about the site policies and their access controlled accordingly.**
	Deleted	6.3.2	**All employees shall be trained in food defense with respect to the product requirements and the training needs of the employees or when significant program changes occur. The training sessions shall be documented.** **Employee hiring and employment termination practices shall consider security aspects as permitted by law.**
	Deleted	6.4	**External Inspections**