

ASI Food Safety Consultants

Steps to SQF Certification



Welcome Everyone

Presenter:

Kim Sobotka

Director of Support Services



Agenda

- Type questions in the chat box or wait until end of webinar
- Who is ASI Food Safety Consultants?
- SQF Edition 7
 - Systematic application of HACCP for control of food quality hazards and food safety



Food Safety Consultants

Who is ASI Food Safety Consultants?

ASI Food Safety Consultants are a full service provider of food safety solutions. The Hugé family developed the first sanitation inspection under the name American Sanitation Institute in 1948.

Throughout the following decades the company grew from a regional level to a national level. ASI auditors provide exemplary audits customized for each client. As new competitors entered the field, ASI grew from the founding company to the leading company of food safety specializing in the food industry. Training and education components provide the knowledge base to ASI auditors and food industry leaders.

Tom Hugé and Gary Hugé continue the legacy of the ASI founders. Although the company has the latest scientific information, data-base products, and global reach, the family feel of the company remains as the brothers passionately provide the highest level of customer service and industry knowledge that international, national and local companies can rely on.



SQF Edition 7 (Safe Quality Food)

SQF Edition 7 went into affect July 1, 2012 for existing SQF suppliers, as well as potential SQF suppliers.

- Identify food sector category and scope. Once the product category and scope have been identified, modules for implementation are determined by the SQF standard. As an example, if your company makes chocolate candy bars, the category for chocolate/confectionary is 17; modules defined in the SQF standard are Module 2 and 11. If your Company is a distribution center; the category for distribution is 26; modules defined in the SQF standard are Module 2 and 12.
- Module 2 makes up SQF System Elements and applies to all sector categories



SQF Edition 7 (Safe Quality Food)

Three Levels of Certification:

- Level 1 Food Safety Fundamentals- Entry Level for new and developing businesses covering GAP/GMP/GDP requirements and basic food safety elements Level 1 is not recognized by GFSI.
- Level 2 Certified HACCP Based Food Safety Plans- Includes level 1 plus requires that a food safety risk analysis of the product and processes have been completed to identify hazards and action taken to eliminate, prevent and reduce re-occurrence.
- Level 3 Comprehensive Food Safety and QMS- Includes levels 1 and 2 plus indicates that a food quality risk analysis of the product and processes have been completed and actions have been taken to prevent the incidence of poor quality have been implemented



SQF Edition 7 (Safe Quality Food)

- SQF has 14 audit modules and 35 food sector categories
- All SQF audits include module 2 and modules corresponding to the food sector category. Facility may have more than two modules
- Possible final grades of E; G; C; F. Audit is failed if 1 or more critical violation or a combination of defined number of major/minors
- Only the facility audit results are used to calculate the score and rating
- Majors closed out in 14 days; Minors closed out in 30 days
- Audit frequency based on final score; 6 to 12 months or 3 month review if defined number of major/minors
- Applies to food; packaging; distribution; chemical and food processing aides; animal feeds and brokers/agents.



SQF Step 1

- WWW.SQFI.com; Download SQF Edition 7 code found under documents;
- Register your facility in the SQFI-Reliance Database;
- Select Certification Body tab at top of page
- Select Licensed Certification Body tab on left
 - A complete list of Licensed Certification Bodies will appear in random order
 - Your company will partner with the Certification Body



SQF Step 2

- Designate company Practitioner
 - Consider online SQF implementation training from SQFI
 - Consider on site training by a SQF expert
- Select modules based on category
- Perform self assessment or
- Hire company to perform Gap Analysis



SQF Step 3

- Select level of Certification 1, 2 or 3. Levels 2 and 3 are benchmarked; level 3 allows use of logo
- Document and Implement SQF System
 - Create appropriate module documentation
 - Hire an SQF Consultant to create documentation that aligns with the SQF level of certification
 - Implement the SQF System
 - Say what you do
 - Do what you say
 - Document it



SQF Step 4

- SQF Pre-Assessment (Optional)
 - Conducted by Certification Body
 - This is a mock or un scored audit
 - Pre-Assessments are typically 2 days on site plus the write up
 - Pre-Assessments are a safety net for your organization
 - Recommended before initial certification, before changing from level 1 to 2 or level 2 to 3, or when changing from SQF 2000 to SQF edition 7



SQF Step 5

- Correct Non Conformities from Pre Assessment
 - Allows your organization to correct any deficiency identified during the pre-assessment prior to the scored SQF audit
 - Non Conformities identified are not reported to SQFI or any other party



SQF Step 6

- SQF Document Review Audit
 - Also referred to as Desk Audit
 - This can be done on site or off site
 - First step of the Certification process
 - Document Review is not scored and does not contribute to final rating
 - Facility will still have major or minor non conformities
 - Document review uploaded in Reliance system
 - Non conformities must be addressed by you and approved by auditor prior to Facility Audit commencing



SQF Step 7

- On site Facility Audit
- Detailed review of documentation
- Detailed review of facility
- Audit report uploaded in reliance system
- Majors must be corrected and uploaded within 14 days
- Minors must be corrected and uploaded within 30 days



SQF Step 8

- Certification Decision within 45 days
 - Score of E or G; 12 month audit frequency +/- 30 days either side of initial audit
 - Score of C; 6 month surveillance audit +/- 30 days of the due date
 - Failure to schedule audit will result in Registration being withdrawn
 - Critical or rating less than C requires corrective action and returning to step 6



SQF

- SQF is based on HACCP
- SQF requires management commitment
- SQF requires corrective action follow up



SQF Steps to Certification

- ASI Food Safety Consultants Safe Quality Food (SQF)
 - 1. Selection of ASI Food Safety Consultants as Certification Body**
 - 2. Self Assessment**
 - 3. Document and Implement SQF System**
 - 4. SQF Pre-Assessment (Optional)**
 - 5. Correct Non Conformities**
 - 6. Document Review Audit- Close Non Conformities**
 - 7. Certification Audit- Close Non Conformities**
 - 8. Certification Decision**

SQF Steps to Certification

Questions?



SQF Steps to Certification

Thank you for attending the ASI Food Safety Consultants complimentary webinar on SQF Steps to Certification. Please visit our website at www.asifood.com for additional information on SQF audits. You can also contact any one of our staff at 1-800-477-0778 for more information. This webinar will be available on our website the week of January 28, 2013 under the Resource Center tab.

