IndiaHACCP Certification Scheme

Certification Criteria

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INDIAHACCP CERTIFICATION SCHEME

CERTIFICATION CRITERIA

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Certification Criteria

1. This document describes the requirements against which certification can be obtained under the IndiaHACCP Certification Scheme.
2. IndiaHACCP Certification Criteria comprises of :
   i) India HACCP - Standard based on Annex A to Codex General Principle of Food Hygiene (Annex-A)
   ii) IndiaGHP Certification Criteria

Note:

For any food organization to qualify for IndiaHACCP certification, compliance to the IndiaGHP Certification Criteria is a prerequisite.

Annex A

India HACCP Standard

INTRODUCTION

India HACCP – Standard describes the requirements against which certification as per India HACCP can be obtained under the Voluntary Certification Scheme for Food Safety operated by Quality Council of India (QCI). The objective is to define the requirements for hazard analysis and critical control points (HACCP) based system that any food business needs to implement for the production of safe and suitable food.

India HACCP – Standard is based on the Recommended International Code of Practice: General Principles of Food Hygiene (CAC/RCP 1 – 1969 as amended) and A Regional Guidance on Criteria for Good Manufacturing Practices / Hazard Analysis and Critical Control points (GMP/HACCP) for Asian Countries (FAO RAP Publication 2014/21) .

The objective of this document is to define a set of requirements for a hazard analysis and critical control point (HACCP) based system for any organization in the food Chain that has a role in providing suitable and safe food.

Implementation of good hygienic practices as stated in IndiaGHP Certification Criteria is a pre requisite to implementing HACCP. The document is not a substitute for food regulations and licensing requirements. It is the responsibility of the food operators to ensure compliance with the applicable national regulations.

This document may also be used for the purpose of internal and/or external evaluation of compliance to these requirements.

The term “shall” is used throughout this document to indicate those provisions which, reflecting the requirements of this standard, are mandatory. The term “should” is used to indicate guidance which, although not mandatory, is provided as a recognized means of meeting the requirements.

1. Terms and Definitions

1.1 Control (verb): To take all necessary actions to ensure and maintain compliance with criteria established in the HACCP plan.

1.2 Control (noun): The state wherein correct procedures are being followed and criteria are being met.

1.3 Control measure: Any action and activity that can be used to prevent or eliminate a food safety hazard or reduce it to an acceptable level.

1.4 Corrective action: Any action to be taken when the results of monitoring at the CCP indicate a loss of control.

1.5 Critical Control Point (CCP): A step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level.

1.6 Critical limit: A criterion which separates acceptability from unacceptability.

1.7 Deviation: Failure to meet a critical limit.

1.8 Flow diagram: A systematic representation of the sequence and interactions of steps or operations used in the process covered under the scope of the Organization.

1.9 Food Chain : sequence of the stages and operations involved in the production, processing, distribution, storage and handling of a food and its ingredients, from primary production to consumption

NOTE 1 This includes the production of feed for food-producing animals and for animals intended for food production.

NOTE 2 The Organization also includes the production of materials intended to come into contact with food or raw materials

1.10 **HACCP:** A system which identifies, evaluates, and controls hazards which are significant for food safety.

1.11 **HACCP plan:** A document prepared in accordance with the principles of HACCP to ensure control of hazards which are significant for food safety in the segment of the food chain under consideration.

1.12 **Hazard:** A biological, chemical or physical agent in, or condition of, food with the potential to cause an adverse health effect.

1.13 **Hazard analysis:** The process of collecting and evaluating information on hazards and conditions leading to their presence to decide which are significant for food safety and therefore should be addressed in the HACCP plan.

1.14 **Monitor:** The act of conducting a planned sequence of observations or measurements of control parameters to assess whether a CCP is under control.

1.15 **Organization :** Organizations within the food chain range from feed producers through food manufacturers, transport and storage operators and subcontractors to retail and food service outlets together with inter-related organizations such as producers of equipment, packaging material, cleaning agents, additives and ingredients.

1.16 **Step:** A point, procedure, operation or stage in the food chain including raw materials, from primary production to final consumption.

1.17 **Validation:** Obtaining evidence that the elements of the HACCP plan are effective.

1.18 **Verification:** The application of methods, procedures, tests and other evaluations, in addition to monitoring to determine compliance with the HACCP plan.

2. India HACCP Requirements

2.1 Organization shall define the scope of the HACCP programme. The scope shall specify the products or product categories, processes and production sites. Where an Organization chooses to outsource any process that may affect food safety of the end product, control of such outsourced processes shall be identified and documented within the HACCP programme.

2.2 The Organization shall not exclude part of the processes, sectors, products or services from the scope of HACCP when those processes, sectors, products or services have an influence on the food safety of the end products.

2.3 The Organization shall ensure that food safety hazards that may be reasonably be expected to occur in relation to products within the scope of the system are identified, evaluated and controlled in such a manner that the products of the organization do not, directly or indirectly, harm the consumer.

2.4 The Organization shall establish, document, implement and maintain an effective HACCP programme and update it when necessary in accordance with the requirements of this document.

3. HACCP team

3.1 A /HACCP team shall be appointed.

3.2 The HACCP team shall have a combination of multi-disciplinary knowledge including product specific knowledge and experience in developing and implementing the HACCP programme. This knowledge includes, but need not be limited toknowledge of products, processes, equipment and food safety hazards within the scope of the food safety system. Records of knowledge and experience shall be maintained.

4. Product description

4.1 The characteristics of end products (product groups) shall be described in documents to the extent needed to conduct the hazard analysis, including information on the following, as appropriate:

a) product name, or similar identification;

b) composition;

c) biological, chemical and physical, characteristics relevant for food safety;

d) intended shelf life and storage conditions;

e) packaging;

f) labelling relating to food safety and/or instructions for handling, preparation and usage;

g) method (s) of distribution.

h) raw materials and ingredients used

4.2 The Organization shall identify statutory and regulatory food safety requirements related to the above.

4.3 In case of multiple products with similar characteristics and or processing steps, the products could be grouped for the development of a HACCP Plan.

5. Intended use

5.1 The intended use shall be based on the expected uses of the product by the group of users or consumers including any unintended but reasonably expected mishandling and misuse of the product by the end user or consumer. In specific cases,

vulnerable groups of the population, e.g. institutional feeding, sick and convalescing persons, immune compromised etc. should be considered.

6. Construct Flow diagrams

6.1 The flow diagram shall be constructed by the HACCP team. The flow diagram shall cover all steps in the operation for a specific product / product groups. The same flow diagram may be used for a number of products that are manufactured using similar processing steps.

6.2 Flow diagrams shall, as appropriate, include the following:

a) the sequence and interaction of all steps in the operation;

b) any outsourced processes and subcontracted work;

c) where raw materials, ingredients and intermediate products enter the flow;

d) where reworking and recycling take place;

e) where end products, intermediate products, by-products and waste are released or removed.

f) the food safety team shall verify the accuracy of the flow diagrams by on-site checking.

6.3 Verified flow diagrams shall be maintained as records.

7. Hazard analysis

7.1 The Organization shall identify and maintain a register of applicable product and food safety related statutory and regulatory requirements and shall demonstrate compliance.

7.2 The HACCP team shall list all of the hazards that may be reasonably expected to occur at each step from incoming of raw materials till its consumption according to the scope in relation to the type of product, type of process and actual processing facilities.

7.3 The HACCP team shall conduct a hazard analysis to identify which hazards are of a nature that their elimination or reduction to acceptable levels is essential to the production of a safe food.

7.4 The acceptable level is based on established statutory and regulatory requirements and in its absence other relevant scientific data. The justification for, and the result of, the determination shall be recorded.

7.5 In conducting the hazard analysis, wherever possible the following shall be included:

a) the likely occurrence of hazards and severity of their adverse health effects;

b) the qualitative and/or quantitative evaluation of the presence of hazards;

c) survival or multiplication of micro-organisms of concern;

d) production or persistence in foods of toxins, chemicals or physical agents; and

e) conditions leading to the above.

7.6 Consideration shall be given to what control measures, if any exist, can be applied to each hazard.

7.7 More than one control measure may be required to control a specific hazard(s) and more than one hazard may be controlled by a specified control measure. 6.9 Prior to implementation of control measures to be included in HACCP plan, combination of control measures shall be validated.

8. Identification of critical control points (CCPs)

8.1 CCP(s) shall be determined which may be facilitated by a logic reasoning approach e.g. application of a decision tree (Diagram 1). There may be more than one CCP at which control is applied to address the same hazard.

8.2 If a hazard has been identified at a step where control is necessary for safety, and no control measure exists at that step, or any other, then the product or process shall be modified at that step, or at any earlier or later stage, to include a control measure.

9. Determination of critical limits for critical control points

9.1 Critical limits shall be specified, validated by appropriate means eg scientific data, test reports etc for each Critical Control Point. These critical limits shall be measurable.

9.2 Critical limits based on subjective data (such as visual inspection of product, process, handling, etc.) shall be supported by instructions or specifications and/or education and training.

10. System for the monitoring of critical control points

10.1 A monitoring system shall be established for each CCP to demonstrate that the CCP is in control. The system shall include all scheduled measurements or observations relative to the critical limit(s).

10.2 The monitoring system shall cover the following:

a) measurements or observations that provide results within an adequate time frame;

b) monitoring devices used;

c) applicable calibration methods ;

d) monitoring frequency;

e) responsibility and authority related to monitoring and evaluation of monitoring results;

f) records.

10.3 Monitoring shall be able to detect loss of control at the CCP in time to make adjustments to ensure control of the process to prevent violating the critical limits. Where possible, process adjustments should be made when monitoring results indicate a trend towards loss of control at a CCP. The adjustments should be taken before a deviation occurs.

10.4 Data derived from monitoring shall be evaluated by a designated person with knowledge and authority to carry out corrective actions when indicated.

10.5 If monitoring is not continuous, then the amount or frequency of monitoring should be sufficient to ensure that the CCP is in control.

10.6 All records and documents associated with monitoring CCPs shall be signed and dated by the person(s) doing the monitoring and by a responsible reviewing official(s) of the Organization.

10.7 The monitoring methods and frequency shall be capable of determining when the critical limits have been exceeded in time for the product to be isolated before it is used or consumed.

11. Corrective actions

11.1 Specific planned corrections and corrective actions shall be developed for each CCP in the HACCP system in order to deal with deviations when they occur.

11.2 The actions shall ensure that the CCP has been brought under control. Actions taken shall also include handling of affected products ensuring they are not released until they have been evaluated and proper disposition of the affected product. Deviation and product disposition shall be documented.

12. Verification procedures

12.1 The Organization shall establish procedures for verification. The HACCP system shall be verified at a frequency that is sufficient to confirm that the HACCP system is working effectively.

12.2 Verification shall be carried out by someone other than the person who is responsible for performing the monitoring and corrective actions. Where certain verification activities cannot be performed in house, verification shall be performed on behalf of the business by external experts or qualified third parties.

12.3 The HACCP programme shall be reviewed and necessary changes made when any modification is made in the product, process, or any step.

12.4 The HACCP Plan shall be periodically validated and necessarily after any changes are made. Validation activities shall include actions to confirm the efficacy of the HACCP system. Records of validation shall be maintained.

12.5 Internal audits, one of the means of verification shall be conducted by independent personnel at planned intervals to determine whether the HACCP programme;

a) conforms to the documented HACCP programme established by the organization, and to the requirements of this document, and

b) is effectively implemented and updated.

12.5.1 Necessary actions shall be taken to eliminate detected non-conformities and their causes. Follow-up activities shall include the verification of the actions taken and the reporting of the verification results.

12.6 Management review

12.6.1 The Organization shall review the HACCP programme and evaluate the results of the verification process and internal audits at planned intervals but at least once in a

year to ensure its continuing suitability, adequacy and effectiveness, and assess opportunities for improvement and the need for change to the HACCP programme.

12.6.2 Records of management reviews shall be maintained.

13. Documentation and Record Keeping

13.1 HACCP programme shall be documented. Documentation and record keeping should be appropriate to the nature and size of the operation and sufficient to assist the business to verify that the HACCP controls are in place and being maintained, and shall include:

a) documented procedures, instructions, specifications and records established for the HACCP programme

b) documents needed by the organization to ensure the effective development, implementation and updating of the HACCP programme.

Note : This may include a food safety policy of the Organization with respect to the scope of the HACCP programme.

13.2 Documentation shall include:

a) HACCP Team composition

b) Product description

c) Intended use

d) Flow chart

e) Hazard analysis;

f) CCP determination;

g) Critical limit determination;

h) Validation process

i) HACCP Plan

13.3 HACCP plan shall include the following information for each identified critical control point (CCP):

a) food safety hazard(s) to be controlled at the CCP ;

b) control measure(s)

c) critical limit(s) ;

d) monitoring procedure(s) ;

e) corrections and corrective action(s) to be taken if critical limits are exceeded;

f) responsibilities and authorities;

g) record(s) of monitoring.

13.4 Records shall be established and maintained to provide evidence of conformity to requirements and evidence of the effective operation of the HACCP programme.

Records shall remain legible, readily identifiable and retrievable. A documented procedure shall be established to define the controls needed for the identification, storage, protection, retrieval, retention time and disposition of records.

13.4.1 Records to include:

a) CCP monitoring activities;

b) Deviations and associated corrective actions;

c) Disposition of non conforming materials

d) Verification procedures performed;

e) Modifications to the HACCP plan•

f) Validation records

g) Testing records

14. TRAINING

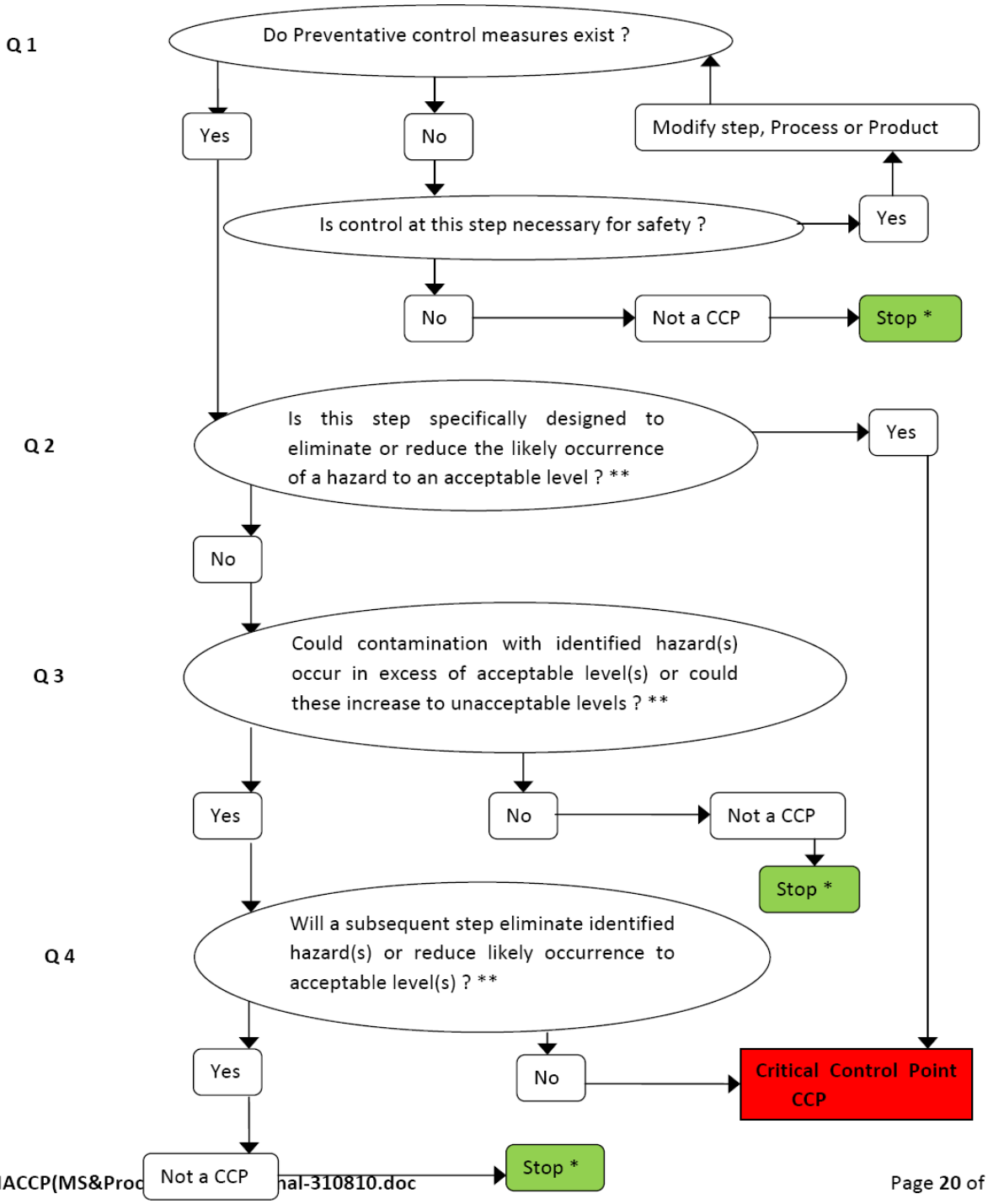
14.1 The Organization shall train personnel in HACCP principles and applications and for the effective implementation of HACCP. Work instructions and procedures should be developed for the tasks of the operating personnel to be stationed at each Critical Control Point.

14.2 Training shall also be imparted to consumers to increase their awareness of HACCP and food safety.

15. Management commitment

15.1 The management shall demonstrate they are fully committed to the implementation of the requirements of the HACCP.

Diagram 1



* Proceed to the next identified hazard in the described process

* * Acceptable and unacceptable levels need to be determined within the overall objectives in identifying the CCPs of the HACCP plan

Reference Documents

1. FSSAI Schedule IV
2. Codex General Principle of Food Hygiene
3. Dutch HACCP
4. ISO 22000:2005