



 **FSSC** Development Program



# FSSC DEVELOPMENT PROGRAM

## ANNEX 2: ASSESSMENT REPORTS



## 1 INTRODUCTION

A mandatory FSSC Development program assessment report template shall be used for all FSSC Development Program Conformity assessments. This template will be made available to licensed Conformity Assessment Bodies (CABs).

The report shall provide confidence that the conforming organization meets the FSSC Development Program requirements.

Records of compliance shall be reviewed during the assessment.

## 2 SIGNIFICANCE OF THE ASSESSMENT REPORT

The assessment report is an accurate, transparent, and concise reflection of the findings of the assessor during the assessment to enable an informed conformity decision to be made. It provides clear evidence that all Program requirements have been assessed for conformity with the Program, including detailing of suitable objective evidence.

The report:

- a) Verifies that the food safety system has been designed and configured to conform with Program requirements; and
- b) Validates the organization's claim that their food safety system works in practice.

## 3 ASSESSOR'S RESPONSIBILITY

The (lead) assessor shall ensure that the assessment report is prepared and shall be responsible for its content. The assessment report shall provide an accurate, concise, and clear record of the assessment to enable an informed Conformity assessment decision to be taken by the CAB Conformity assessment manager.

## 4 OWNERSHIP OF THE REPORT

The CAB retains ownership of the content of the assessment report and ensures confidentiality as described and required in the FSSC Development Program scheme documents and contracts / agreements with the conforming organizations and the Foundation.

## REVISION HISTORY

Date Published	Issue	Changes
February 2020	1	First publication
February 2021	2	Minor clarifications and wording changes