FSSC 22000

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ANNEX 1: CB CERTIFICATE SCOPE STATEMENTS

V7

May 2026

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1. PURPOSE

This Annex describes the rules for the scope statements on the FSSC 22000 certificate. There are general rules for all categories, and specific rules for individual categories including examples.

2. SCOPE

The food chain categories and related supply chain sectors that fall within the scope of FSSC 22000 certification are defined in Part 1 of the Scheme documents. Manufacturing (sub)categories and sub(sub)categories are assigned based on the end product produced by the organization.

3. GENERAL REQUIREMENTS

The certificate scope statement shall meet the following general requirements:

1) The scope statement shall not be misleading. It shall be a clear, concise, and unambiguous statement that describes the main types of processes/activities, product types and/or services that are supplied/undertaken by the certified organization. The scope of certification shall be within the scope of the Scheme and shall have been audited by the CB. The audit report shall contain sufficient objective evidence to support the full scope of certification;
2) FSSC 22000 is a Management System certification, not a product certification. Therefore, listing all individual products/processes or services is not recommended.
3) Applied technologies that impact food safety shall be included (e.g., sterilization, pasteurization, fermentation, drying) but not all individual process steps (e.g. receiving raw materials, storing raw materials, mixing, proofing, baking).
4) The type of packaging shall be mentioned when it has a vital function in food safety (e.g., vacuum packaging, MAP packaging) and/or when there is a potential impact on food safety (e.g. glass).
5) Not include promotional statements or claims, as per ISO 22003-1:2022, clause 9.1.2.3. Claims being any message or representation, which is not mandatory under legislation, and which suggests that the product or service has particular characteristics. Examples are health claims, nutritional claims, origin claims, free-from claims (e.g. allergen free claims), organic, quality claims;
   Where an organization makes such claims, they shall be investigated when they are part of the FSMS but shall not appear in scope statement;
6) Brand names are not allowed as this might suggest product certification;
7) Be in English, but another language may be added in addition (e.g. the native language of the country of the certified organization);
8) Not include subcontracted or outsourced processes outside the organization's legal responsibility and control. Where products or processes are subcontracted or outsourced, the requirements of ISO 22000:2018 clauses 7.1.6 and 8.1 still apply and objective evidence shall be recorded in the audit report;
9) Not include company names;
10) Not contain terms such as "etcetera" or "etc."
11) Shall not include activities such as trading, broking, unless subcategory FII applies;

12) Not include reference to products, processes or services related to non-food/feed (e.g. shall not refer to pharmaceutical and self-medication products, tobacco, cosmetics, household and personal care products, ink*). *This does not include ink that is applied directly to a foodstuff e.g., ink used to date code the shell of an egg, as this ink may be certified;
13) Not contain exclusions for activities, processes, products or services from the scope of certification when those activities, processes, products or services can have an influence on the food safety of the end products as defined by the legal responsibility of the organizations' activities (ISO 22003-1:2022 9.1.2.3); Where permitted exclusions apply, this shall be motivated in the report and the certificate shall reference the exclusion as part of the scope statement; the scope statement on the certificate shall indicate "Exclusions apply: (excluded product(s)/process(es)/service(s))";
14) Not contain Development and Design as separate activity. These activities are only allowed when part of a processing or manufacturing activity covered by the FSSC 22000 scope of certification and part of the same legal entity;
15) Storage, warehousing, & distribution, delivery, supply, and dispatch operations (on or off site), may only be added to the manufacturing scope ((sub)categories BIII, C, D, I and K) statement in cases where these are:

    - dedicated to the company's own production;
    - included within the audited food safety management system; and
    - part of the same legal entity (i.e., owned by the organization).

    Where 3rd party Logistic Services are provided (including logistics services provided to a subsidiary/sister company), category G may be applicable – refer to Scheme Part 1, 3.6 and Part 3, 5.2.2 (2) for the specific requirements.
16) The word "sales" is not allowed: A manufacturer will always have sales activities, as they will need to sell their products (primary reason for being in business). However, there are no provisions or specific requirements in the food manufacturing standard for the sales process, therefore is not auditable and cannot appear in the scope statement. The same requirement applies to words equivalent or similar to sales such as marketing, exporting and/or importing.

4. SPECIFIC REQUIREMENTS

The food chain categories and related supply chain sectors that fall within the scope of FSSC 22000 certification are defined in Part 1 of the scheme documents.

4.1 FOOD CHAIN SUBCATEGORY BIII – PRE-PROCESS HANDLING OF PLANT PRODUCTS

Pre-process handling of plant products includes plant products that are not transformed.

The scope statement shall contain the type of plant product handled.

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Sorting, packing and chilled storage of grapes.	Yes	
Sorting, packing and freezing of berries.	No	Freezing is a process that transforms the product.
Sorting, peeling, cutting and packing of fruit salads.	No	The product has been processed and therefore category CII applies.

4.2 FOOD CHAIN CATEGORY C – FOOD MANUFACTURING

1) Where products are intended for specific vulnerable consumer groups, this shall be indicated in scope statement (e.g., baby food, infant formula, food for special medical purposes, food for special dietary needs, etc.).
2) For pet food production, the type of pet food shall be mentioned (e.g. dry, wet, treats) as well as the target animal group (dogs, cats….)
3) By-products from the food manufacturing process intended for use in the feed industry can be included under Category C provided they are mentioned in the scope statement with the addition “for use in the feed industry” or equivalent wording. This only applies where a small amount of waste products (fit for animal feed) from the food manufacturing process are supplied as a raw material for animal feed.

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Production of eggs	Partial	In this case it would be better to describe the actual activities such as sorting and packing of eggs.
Production and packing of vegetable oil.	Partial	For a company that produces oil (pressing, extraction) the term production can be appropriate, however for a company that only mixes and fills oil into bottles the term production as such may be misleading and incorrect.
Production (pressing, winterization filtering and filling) of olive oil.	Yes	In this case it is clear what is meant by production, and although generally not recommended here it is necessary to add processing steps.
Development and design of ready-to eat meals.	No	Development and design are not allowed as separate activities. Such activities are only allowed in addition to a processing or manufacturing activity covered by the FSSC 22000 scope of certification and part of the same legal entity.
Production of bakery products (croissants, bread rolls, cakes, and brioche).	Yes	The scope statement shall not only mention bakery products; the main types of products shall be included.
Production of soft drinks packed in cans and glass bottles, and the production of carbon dioxide as an ingredient for these beverages.	Yes	Scope statement correctly describes two types of manufacturing activities (Category C and K).
The blow-molding of plastic bottles from preforms and the bottling of carbonated soft drinks.	Yes	In-line blow molding from preforms is covered by the food scope if part of the same production process and the PRP standard ISO 22002-100 and ISO 22002-1 apply.
Manufacturing of dry pet food for rodents.	Yes	

4.3 FOOD CHAIN CATEGORY D - ANIMAL FEED PRODUCTION

- The target animal group shall be mentioned (e.g., cattle, chicken…)

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Production and transport of dry feed mixtures for cattle.	Yes	Allowed if the transport process is owned by the company.

4.4 FOOD CHAIN CATEGORY E – CATERING/FOOD SERVICE

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Production of ready to eat hot and cold meat and vegetables dishes served at the hotel restaurant	Yes	
Production of food for flight catering: including cold dishes, decorated cakes.	No	This is a manufacturing scope statement under category C. E is only applicable when the actual catering services are delivered to consumers.
Reheating and serving onboard airline meals to passengers	Yes	Included as the meals are being reheated and served for on-site direct consumer consumption.
Production of wraps with different fillings at a food truck, serving food at festivals.	Yes	
Manufacturing of meals at a central kitchen and service at several locations.	No	Offsite catering kitchens and products of industrial kitchens not offered for immediate consumption are included under subcategory CIII.
Production of food for events such as weddings and **conferences. Prepared off-site and delivered to the event location.**	No	

4.5 FOOD CHAIN CATEGORY F – TRADING, RETAIL, WHOLESALE AND E-COMMERCE

Food chain subcategory FI:

1) Subcategory FI relates to retail and wholesale, and manufacturing processes are not included.
2) In-shop activities that only serve to give pre-prepared food a final process step are allowed in scope (e.g. reheating of ready to eat foods, cutting of meat or fish) and shall be mentioned in the scope statement.
3) It is required to specify which type of activities are conducted (i.e. wholesale or retail).
4) Wholesale activities are organizations that sell goods in large/bulk quantities to other industries and consumers.
5) Subcategory FI includes physical storage of products.

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Wholesale of canned meat and vegetable products.	Yes	
Washing, cutting, packaging and wholesale of fruit and vegetables.	No	Washing, cutting, and packaging are manufacturing scopes.
Retailing of chilled and frozen packed vegetables, meat, fish, and dairy products to end consumers, including the following in-shop activities: cutting and packing of cheese and fish.	Yes	
Retailing of a supermarket assortment to end-consumers (meat and meat products, fish, beverages, dry products, vegetables and fruits, bakery products, deep frozen products).	Yes	
Wholesale of packaging materials for food use.	Yes	
Retailing of ambient and chilled foodstuffs via the internet	Yes	This is an E-commerce activity.

Food chain subcategory FII:

Subcategory FII relates to brokering and trading activities of food, feed and food/feed packaging material.
It does not include physical storage of products, or manufacturing processes. Subcategory FII only includes administrative activities.

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Trading and brokering of chilled meat products (vacuum packed cuts of beef and pork)	Yes	
Trading of plastic food packaging materials	Yes	
Manufacturing and trading of animal feed	Yes	As long as it includes certification against both category D for manufacturing and subcategory FII for trading.

4.6 FOOD CHAIN CATEGORY G - TRANSPORT AND STORAGE SERVICES

A scope statement in category G shall as a minimum contain following elements:

- Type of service provided (e.g. transport, storage, cross docking),
- The type(s) of product handled (e.g. food product group, packaging materials, animal feed),
- The conditions of the activity (ambient, chilled, frozen) when food and/or feed is stored, and/or transported,
- For transport activities means of transport (e.g., road, air, water, railway, bulk, containers).

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Ambient storage and road transport of food.	Yes	
Frozen storage of meat and meat products.	Yes	
Storage of fruit and trade in fresh pineapples.	Yes	As long as it includes certification against both category G and subcategory FII.

Certificate scope statement	Acceptable	Comments and recommendations
Arranging of transport, licenses, and export documents.	No	This is not allowed as the organization does not provide physical storage and/or transport.

4.7 FOOD CHAIN CATEGORY I - FOOD PACKAGING MANUFACTURING

The type of material(s) (i.e., plastics, paper and board, metal, glass) shall be mentioned in the certificate scope statement followed by the text "intended for use the food (or feed) industry".

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Development, press and blow extrusion, gravure printing, laminating, slitting, and converting of flexible packaging for medicinal, chemical- technical, food and hygiene products.	No	Only packaging materials for food products are allowed.
Manufacturing of plastic laminated tubes for food industries.	Yes	
Manufacturing of wooden sticks for the use in lollypop sticks and ice-cream.	Yes	
Manufacture and printing of cardboard boxes to be used in the food industry.	Yes	
Production of preforms from resin and blow molding of plastic bottles intended for use in the food industry.	Yes	The in-line production of bottles using resin to produce a preform and followed by the blowing of bottles is considered a packaging activity and shall additionally be covered by a packaging scope.
The production of paper cups for use in the food service industry and intended for sale as part of the food product.	Yes	The intended use and the food service industry are included. Paper cups sold only to retail is not allowed.

4.8 FOOD CHAIN CATEGORY K - PRODUCTION OF (BIO) CHEMICALS

The scope statement shall refer to the fact that these products are intended to be used in the food or feed industry.

Where the product produced is legally classified as a food additive in the country of manufacture, then it shall be classified as Category K. If it is legally classified as a food ingredient, and not a food additive, then it shall be classified as Category C (e.g., CIV for ambient stable food ingredient).

EXAMPLES

Certificate scope statement	Acceptable	Comments and recommendations
Production of food-grade solid CO_2 (Dry Ice).	Yes	
The manufacturing of liquid flavors for use in the beverage industry.	Yes	
Manufacturing of cleaning agents to be used in CIP systems in the food industry.	No	Cleaning agents are not within the scope of FSSC 22000.
Production of food gases (Nitrogen, Oxygen, Argon, Nitrogen Dioxide, Carbon Dioxide, Hydrogen) and gas mixtures for use in the food industry.	Yes	
Production of preservatives, antioxidants, and anti-caking agents intended for use in the feed industry.	Yes	
Production of food grade lubricants.	No	Lubricants are not within the scope of FSSC 22000.

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ANNEX 2: CB AUDIT REPORT REQUIREMENTS

V7

May 2026

INTRODUCTION

This document has been developed to ensure a high caliber of audit reporting and sets out the minimum requirements and expectations in terms of the content and the level of detail required in FSSC 22000 audit reports.

CBs shall only use the mandatory FSSC 22000 audit reports provided by the Foundation and comply with related Scheme Interpretation Articles on audit reporting. The completed audit report shall clearly demonstrate that the FSSC 22000 Scheme requirements have been addressed by the organization and meet the ISO/IEC 17021-1:2015 as well as the GFSI requirements.

This Annex shall:

1. Be used by all Integrity Program Assessors to determine CB conformance with FSSC 22000 audit reporting requirements;
2. Be used by all CBs to train their auditors and personnel involved in the review and certification decision process on the content requirements of the audit report, to ensure a robust certification process.

ISO/IEC 17021-1:2015, clause 9.4.8.2 and 9.4.5.1 requires: "the audit report shall provide an accurate, concise and clear record of the audit to enable an informed certification decision to be made". In addition, it also requires "audit findings (audit findings summarizing conformity and detailing nonconformity), reference to evidence and conclusions, consistent with the requirements of the type of audit" shall be included.

GFSI Version 2024 Part 2 – 5.17: The Certification Program Owner shall ensure that the audit report contains evidence that all the specified requirements of the Certification Program related to the GFSI scope(s) of recognition have been evaluated during the audit and clearly express the outcome of the evaluation.

In the case of multi-site certification, the separate central function audit report template provided by the Foundation shall be used and sufficient evidence to demonstrate the requirements have been met shall be recorded. Separate audit reports shall be completed for each of the individual sites on the template provided by the Foundation and shall meet the content requirements as set out in this Annex.

INSTRUCTIONS

1. This document sets out the minimum content required to be documented in each summary section for the clauses of ISO 22000, the relevant PRP/s, and the additional FSSC 22000 requirements.
2. The text in blue font represents an overview of what is expected to be detailed in the audit report as a minimum. It is not intended to be an exhaustive list and the auditor(s) need to demonstrate that all requirements of the clause(s) have been assessed supported by objective evidence and suitable audit trails.
3. Checklists – summary section per clause shall contain:

    a) An overview of the section, including evidence assessed to demonstrate compliance or non-compliance to the clauses in the section.
    b) Checklist summaries shall be sufficiently detailed to allow insight and an overview and not be oversimplified, or just indicate "conformance with the requirements was noted" or any other vague descriptions of similar effect.

4. In relation to nonconformities raised, the following shall apply:

    a) The same nonconformity shall not be raised against more than one clause within FSSC 22000.
    b) The nonconformity shall always be written to the most specific clause and not be grouped unless a systemic issue is identified, in which case the expectation is that in most cases the nonconformity is raised to a higher grade i.e., a major.
    In cases where there are multiple areas of nonconformity against the same clause, it shall be evaluated to determine whether it is a systemic issue. Only one nonconformity against the same clause shall be raised and the auditor shall evaluate whether the combined nonconformity still aligns with the current NC grading given or whether the nonconformity grading should be to a higher grade e.g. a major. The same principle applies to Areas of Concern in a Stage 1 audit, except regarding grading, as grading does not apply to Stage 1 Areas of Concern.
    c) Nonconformities relating to pre-requisite programs shall be raised against the relevant clause in ISO 22002-100, except where the nonconformity is specific to one of the additional requirements included within the sector specific parts (ISO 22002-1, ISO 22002-2, ISO 22002-4, ISO 22002-5, ISO 22002-6, ISO 22002-7); then the nonconformity shall be raised against the related clause of the relevant sector specific part.
    d) Nonconformities raised against the FSSC Additional Requirements, shall be raised to the specific section of the clause, e.g. 2.5.1 (a).
    e) Nonconformities shall reference the objective evidence to justify the nonconformity and clearly identify why the requirement is not being met;
    f) The Nonconformity Report issued by the CB shall meet the content requirements of section 1.1 of this Annex. The CBs Nonconformity report shall be uploaded to the Assurance Platform for each audit.

5. In exceptional cases, certain requirements can be deemed not applicable (N/A). Where a requirement is deemed to be N/A then suitable justification shall be recorded in the relevant section of the audit report. Note: this only applies to those clauses in the checklist sections in this Annex that indicate it may be marked as N/A; all other clauses shall be audited in full.
6. Where ICT is used during an audit, the details of the type of ICT used and which clauses/departments were audited using ICT must be clearly indicated in the audit report and the audit plan and meet the requirements in Annex 5.

7. CBs are required to issue the full FSSC audit report as supplied by The Foundation, the content of which meets the requirements of this Annex, to clients for all certification audits including surveillance audits. The full audit report consists of the audit checklists for ISO 22000:2018, the relevant PRP standard/s and the additional FSSC 22000 requirements.
8. As per ISO/IEC 17021-1, the audit report must be provided to the organization. Annexes provided to the organization shall include the nonconformity report, audit plan, and the audit program.
9. The complete audit pack shall be uploaded into the Assurance Platform including the final PDF audit report (as sent to the organization), audit plan, audit program, audit duration calculator, integrity declaration, attendance register and nonconformity reports. The audit duration calculator that is uploaded to the Assurance Platform shall include the formula, and the calculation with all the steps, for the initial certification audit (stage 1, stage 2, transition), surveillance audit and the recertification audit. It is not required to upload supporting evidence for closure of nonconformities into the Assurance Platform. The mandatory fields and nonconformity details for upload in the Assurance Platform shall always be completed in English.

Notes:

1) In all cases, verify the latest FSSC 22000 BoS decision list available on the FSSC website to ensure all audit requirements are covered and reflected in the audit report.
2) Audit attachments: when uploading scans of documents, these must be legible and of good quality.

Disclaimer: Auditing is based on a sampling process of the available information at the time of the audit.

1. NONCONFORMITIES

CRITICAL NONCONFORMITIES

#	Requirement Reference (std., clause)	NC statement (incl objective evidence)	Root Cause Analysis (determine why it arose)	Corrective Action Plan (action to prevent repeat; person responsible, due date for completion)	Correction (to address the immediate issue)	Acceptance of correction, CAP, and evidence (auditor and date)
1	For example: ISO 22000:2018 §7.1	Provide a clear statement of the deviation to the requirement. Provide detailed objective evidence. Indicate potential or actual impact on food safety.	Completed by client	Completed by client	Completed by client	Auditor name and date of acceptance of Root cause analysis, CAP, and correction
2						

Date of suspension: DD/MM/YYYY

Follow-up Audit

Date of follow-up audit: DD/MM/YYYY

Objective Evidence reviewed to close out the NC:

Provide detail of evidence reviewed to address and close out the NC**.**

Result of Follow-up audit:	Lift suspension and reinstate certificate/withdraw certificate

MAJOR NONCONFORMITIES

#	**Requirement Reference** (std., clause)	**NC statement** (incl objective evidence)	**Root Cause Analysis** (determine why it arose)	**Corrective Action Plan** (action to prevent repeat; person responsible; due date for completion)	**Correction** (to address the immediate issue) **& corrective action taken** (to prevent repeat)	**Objective Evidence Reviewed** (to close out the NC)	**Acceptance of correction, CAP, corrective action taken and evidence** (auditor and date)
1	For example: ISO 22000:2018 §7.1	Provide a clear statement of the deviation to the requirement. Provide detailed objective evidence. Indicate potential or actual impact on food safety.	Completed by client	Completed by client	Completed by client	Indicate evidence reviewed to close the NC i.e., document name and number	Auditor name and date of acceptance of Root cause analysis, CAP, correction, corrective action taken including objective evidence
2							
3							
4							
Onsite close out:		Yes/No	**Follow-up onsite audit date (where applicable)**		DD/MM/YYYY		

MINOR NONCONFORMITIES

#	**Requirement Reference** (std., clause)	**NC statement** (incl objective evidence)	**Root Cause Analysis** (determine why it arose)	**Corrective Action Plan** (action to prevent repeat; person responsible; due date for completion)	**Correction** (to address the immediate issue)	**Objective Evidence Reviewed** (relating to the correction)	**Acceptance of correction and CAP** (auditor and date)
1	For example: ISO 22000:2018 §7.1	Provide a clear statement of the deviation to the requirement. Provide detailed objective evidence.	Completed by client	Completed by client	Completed by client	Indicate evidence reviewed for the correction i.e., document name and number	Auditor name and date of acceptance of Root cause analysis, CAP, correction, and objective evidence
2							
3							
4							

The auditor shall obtain written acknowledgement of the nonconformities from the organization at the end of the audit.

2. CHECKLISTS

Note: Although the checklists are not recorded to sub-sub clause level in all instances, it is required that where nonconformances are identified, these shall be raised against the relevant sub-sub clause, where applicable and indicated as such in the nonconformity summary section of the report and the CB nonconformity record supplied to the organization.

ISO 22000:2018

ISO 22000:2018		Conform		Grade	If No – detail NC	NC#
Clause	**Requirement**	**Yes**	**No**	**Minor/Major/ Critical**		
4	**Context of the organization**					
4.1	Understanding the organization and its context	☐	☐			
4.2	Understanding the needs and expectations of interested parties	☐	☐			
4.3	Determining the scope of the food safety management system	☐	☐			
4.4	Food safety management system	☐	☐			

Summary:

Provide an overview of the context of the organization including examples of internal and external issues identified (positive and negative factors) that impact the ability of the FSMS in achieving its intended results and how this aligns with continual improvement of the FSMS. This section can be cross-referenced with ISO 22000:2018 clause 6.1.2.

The summary shall include confirmation that the organization has determined whether climate change is a relevant issue and whether requirements related to climate change from relevant interested parties have been considered.

Detail what mechanisms are in place to stay up to date and meet relevant statutory, regulatory and customer requirements relating to food safety. Summarize the status of any governmental or regulatory inspection findings where relevant and include any significant changes to legislation which impacts the FSMS and whether the site has effectively adopted the changes.

ISO 22000:2018		Conform		Grade	If No – detail NC	NC#
Clause	**Requirement**	**Yes**	**No**	**Minor/Major/ Critical**		
5	**Leadership**					
5.1	Leadership and commitment	☐	☐			
5.2	Policy	☐	☐			
5.2.1	Establishing the food safety policy	☐	☐			

5.2.2	Communicating the food safety policy	☐	☐			
5.3	Organizational roles, responsibilities, and authorities	☐	☐			
5.3.1	Top management shall ensure that responsibilities and authorities for relevant roles are assigned, communicated, and understood within the organization	☐	☐			
5.3.2	The food safety team leader shall be responsible for: a) - d)	☐	☐			
5.3.3	All persons shall have responsibility to report problem(s) with regards to the FSMS to identified person(s)	☐	☐			

Summary:

Provide an overview including objective evidence assessed:

a) Leadership and commitment of top management with respect to the FSMS, including evidence that the food safety policy and objectives have been established by top management, communicated and are compatible with the strategic direction of the organization and have been integrated into the FSMS;

b) Confirmation that organization has sufficient resources available to maintain the FSMS and are being supported by top management; responsibilities and authority for relevant roles have been established and communicated including responsibility for the FSMS, the food safety team and the FS team leader (incl. job description for food safety team leader meets requirements);

c) Detail reporting mechanisms of the team to top management and how all staff can report food safety issues. How does the organization make the policy available to each individual worker – linked to food safety culture;

d) How continual improvement is promoted within the organization

The summary shall include confirmation that an interview was held with top management, including who was interviewed.

ISO 22000:2018		Conform		Grade	If No – detail NC	NC #
Clause	**Requirement**	**Yes**	**No**	**Minor/Major/ Critical**		
6	**Planning**					
6.1	Actions to address risks and opportunities	☐	☐			
6.1.1	When planning for the FSMS, the organization shall consider the issues referred	☐	☐			

	to in 4.1 and the requirements in 4.2 and 4.3 and determine the risks and opportunities that need to be addressed to: a) - d)					
6.1.2	The organization shall plan: a) - b)	☐	☐			
6.1.3	The actions taken by the organization to address risks and opportunities shall be proportionate to: a) - c)	☐	☐			
6.2	Objectives of the food safety management system and planning to achieve them	☐	☐			
6.2.1	The organization shall establish objectives for the FSMS at relevant functions and levels. The objectives of the FSMS shall: a) - f)	☐	☐			
6.2.2	When planning how to achieve its objectives for the FSMS, the organization shall determine: a) - e)	☐	☐			
6.3	Planning of changes	☐	☐			

Summary:

Provide an overview of how risks and opportunities are identified and addressed (including actions) relating to the performance and effectiveness of the FSMS and how the effectiveness of the actions will be evaluated.

That objectives have been established and are SMART; describing the monitoring and review process and communication process (internal and external) with examples to illustrate.

How changes within the FSMS are dealt with, including how the organization plans for changes. Whether the organization applied the process approach when implementing changes, taking into account the PDCA principles. Provide examples of significant changes that have taken place since the previous audit, how they were managed and the effect on the operational FSMS, if applicable.

ISO 22000:2018		Conform		Grade	If No – detail NC	NC #
Clause	**Requirement**	**Yes**	**No**	**Minor/Major/ Critical**		
7	**Support**					
7.1	Resources	☐	☐			
7.1.1	General	☐	☐			
7.1.2	People	☐	☐			
7.1.3	Infrastructure	☐	☐			
7.1.4	Work environment	☐	☐			

7.1.5	Externally developed elements of the FSMS	☐	☐		*This clause may be indicated as N/A where there are no externally developed elements of the FSMS and justification shall be recorded.*	
7.1.6	Control of externally provided processes, products, or services	☐	☐			
7.2	Competence	☐	☐			
7.3	Awareness	☐	☐			
7.4	Communication	☐	☐			
7.4.1	General	☐	☐			
7.4.2	External communication	☐	☐			
7.4.3	Internal communication	☐	☐			
7.5	Documented information	☐	☐			
7.5.1	General	☐	☐			
7.5.2	Creating and updating	☐	☐			
7.5.3	Control of documented information	☐	☐			
7.5.3.1	Documented information required by the FSMS and by this document shall be controlled to ensure: a) - b)	☐	☐			
7.5.3.2	For the control of documented information, the organization shall address the following activities as applicable: a) - d)	☐	☐			

Summary:

Provide an overview including objective evidence assessed:

Resources; Competence & Awareness

Detail whether the organization has assessed their resource needs and has sufficient resources in place to support the FSMS. Provide an overview including confirmation that defined and documented competence requirements are available for all personnel conducting work under the organization's control that affects its food safety performance and effectiveness of the FSMS, incl. records of training. For external experts, details of requirements, competency, and scope of work (may be identified in contract) to be provided. Provide an overview of the food safety team (multidisciplinary, disciplines/areas covered). Detail evidence of competency for the food safety team and personnel that are responsible for the operation of the hazard control plan.

Control of externally provided processes, products or services

Detail which externally provided elements, processes (incl. outsourced processes), products or services are present. How is the impact on food safety assessed, criteria for control (selection, evaluation, monitoring and re-evaluation) determined, communication managed, and effectiveness verified?

Internal and External Communication

Detail the mechanisms for internal and external communication and how the effectiveness of communication is measured and reinforced.

Documented information

Provide an overview of the document control system, including creating, updating, storage and retention of documents (internal and external) and records; back-up systems for electronic systems and access controls.

ISO 22000:2018		Conform		Grade	If No – detail NC	NC #
Clause	**Requirement**	**Yes**	**No**	**Minor/Major/ Critical**		
8	**Operation**					
8.1	Operational planning and control	☐	☐			
8.2	Prerequisite programs (PRPs)	☐	☐			
8.2.1	The organization shall establish, implement, maintain and update PRPs to facilitate the prevention and/or reduction of contaminants (incl food safety hazards) in the products, product processing and work environment	☐	☐			
8.2.2	The PRPs shall be: a) - d)	☐	☐			
8.2.3	When selecting and/or establishing PRPs, the organization shall ensure that applicable statutory, regulatory, and mutually agreed customer requirements are identified. The organization should consider: a) - b)	☐	☐			
8.2.4	When establishing PRPs the organization shall consider: a) - l)	☐	☐			
8.3	Traceability system	☐	☐			
8.4	Emergency preparedness and response	☐	☐			
8.4.1	General	☐	☐			

8.4.2	Handling of emergencies and incidents	☐	☐			
8.5	Hazard control	☐	☐			
8.5.1	Preliminary steps to enable hazard analysis	☐	☐			
8.5.1.1	General	☐	☐			
8.5.1.2	Characteristics of raw materials, ingredients, and product contact materials	☐	☐			
8.5.1.3	Characteristics of end products	☐	☐			
8.5.1.4	Intended use	☐	☐			
8.5.1.5	Flow diagrams and description of processes	☐	☐			
8.5.1.5.1	Preparation of the flow diagrams	☐	☐			
8.5.1.5.2	On-site confirmation of the flow diagrams	☐	☐			
8.5.1.5.3	Description of processes and process environment	☐	☐			
8.5.2	Hazard analysis	☐	☐			
8.5.2.1	General	☐	☐			
8.5.2.2	Hazard identification and determination of acceptable levels	☐	☐			
8.5.2.2.1	The organization shall identify and document all food safety hazards that are reasonably expected to occur in relation to the type of product, type of process and process environment. The identification shall be based on: a) -e)	☐	☐			
8.5.2.2.2	The organization shall identify step(s) (e.g., receiving raw materials, processing, distribution and delivery) at which each food safety hazard can be present, be introduced, increase of persist. When identifying	☐	☐			

	hazards, the organization shall consider: a) - c)					
8.5.2.2.3	The organization shall determine the acceptable level in the end product of each food safety hazard identified, whenever possible. When determining acceptable levels, the organization shall: a) - c)	☐	☐			
8.5.2.3	Hazard assessment	☐	☐			
8.5.2.4	Selection and categorization of control measure(s)	☐	☐			
8.5.2.4.1	Based on the hazard assessment, the organization shall select an appropriate control measure or combination of control measures that will be capable of preventing or reducing the identified significant food safety hazard to defined acceptable levels	☐	☐			
8.5.2.4.2	In addition, for each control measure, the systematic approach shall include an assessment of the feasibility of: a) - c)	☐	☐			
8.5.3	Validation of control measure(s) and combination of control measures	☐	☐			
8.5.4	Hazard control plan (HACCP/OPRP plan)	☐	☐		*The relevant sub-clauses may be indicated as N/A where there are no CCP(s) or OPRP(s) and justification shall be recorded.*	
8.5.4.1	General	☐	☐			
8.5.4.2	Determination of critical limits and action criteria	☐	☐			
8.5.4.3	Monitoring systems at CCPs and for OPRPs	☐	☐			
8.5.4.4	Actions when critical limits or action criteria are not met	☐	☐			

8.5.4.5	Implementation of the hazard control plan	☐	☐			
8.6	Updating the information specifying the PRPs and the hazard control plan	☐	☐			
8.7	Control of monitoring and measuring	☐	☐			
8.8	Verification related to PRPs and the hazard control plan	☐	☐			
8.8.1	Verification	☐	☐			
8.8.2	Analysis of results of verification activities	☐	☐			
8.9	Control of product and process nonconformities	☐	☐			
8.9.1	General	☐	☐			
8.9.2	Corrections	☐	☐			
8.9.2.1	The organization shall ensure that when critical limits at CCPs and/or action criteria for OPRPs are not met, the products affected are identified and controlled with regard to their use and release	☐	☐			
8.9.2.2	When critical limits at CCPs are not met, affected products shall be identified and handled as potentially unsafe products (see 8.9.4)	☐	☐			
8.9.2.3	Where action criteria for an OPRP are not met, the following shall be carried out: a) - c)	☐	☐			
8.9.2.4	Documented information shall be retained to describe corrections made on nonconforming products and processes, including a) - c)	☐	☐			
8.9.3	Corrective actions	☐	☐			
8.9.4	Handling of potentially unsafe products	☐	☐			
8.9.4.1	General	☐	☐			
8.9.4.2	Evaluation for release	☐	☐			

8.9.4.3	Disposition of nonconforming products	☐	☐			
8.9.5	Withdrawal/recall	☐	☐			

Summary:

Provide an overview of Operational planning and control including how actions determined in 6.1 have been implemented and how the organization manages the consequences of any unintended changes. Detail the controls in place for any subcontracted or outsourced processes.

Prerequisite Programs (PRPs): Do not list all the individual PRP documents here. Reference in this summary section that the details relating to PRPs are reflected in the relevant PRP checklists (ISO 22002-100 and ISO 22002-x as applicable). Comment on the effectiveness of the implementation and verification of PRP's across the site in a general sense.

Traceability System: Define how the organization ensures traceability (one up- one down principle) and that it meets any relevant legislative and customer requirements. Reference the frequency of traceability testing (incl. mass balance) and when the last test was conducted and which product. Detail the traceability exercise conducted by the auditor during this audit and report results (detail product tested, whether speed of completion was in accordance with the organization's procedures, and the outcome of test/mass balance). Where the organization undertakes rework, define how traceability is maintained.

Emergency preparedness and response: Detail the document that addresses the management of potential emergency situations. Detail if there have been any emergency situations since the last audit, how the organization handled these, including actions taken and whether requirements were met. Document the frequency (e.g., annually), date, nature and outcome of the periodic test and any changes to the procedures following the occurrence of any incident, emergency situations or tests. Detail whether the procedure addresses the management of interruptions of essential services including for example the disruption of water, electricity, or refrigeration supply.

Hazard control: Brief overview of preliminary information collected, including product descriptions, intended use and vulnerable groups. Reference the flowcharts, indicate when the flowcharts were last updated and if they have been revised following changes to the process. Reference flowchart/s verified during audit by the auditor and whether the requirement has been met.

Confirmation that the relevant types of hazards (chemical, physical, microbiological, allergens) have been considered in the hazard analysis. Describe the methodology used to assess significant hazards, control measures and determining OPRPs and CCPs. Confirm that all CCPs and OPRPs have been validated and the effectiveness there-of. Complete the below table and add additional rows if needed.

Auditor verification of CCP(s) and OPRP(s)*			
CCP#/ OPRP#	*Description of process step:*	*Critical limits or action criteria*	*Monitoring procedure, correction, and corrective action*
E.g., CCP 1	*E.g., Heat treatment*	*E.g., 121°C for 3 minutes*	*E.g., Monitoring: XX* *Correction: XX* *Corrective action: XX*

**All CCPs and OPRPs are required to be verified by the auditor during the audit. Where a line is not operational at the time of the audit, and physical verification cannot be undertaken, the records shall still be verified.*

Detail the CCP(s) and OPRP(s) records checked as part of the audit.

*Where packaging is used to impart or provide a functional effect on food (e.g., shelf-life extension) the organization has specified requirements in place. **Reference may be made to the FSSC additional requirement 2.5.11 to avoid duplication.*

HACCP review – detail process and when last update was made and how this ties back to the management review.

Control of monitoring and measuring: Detail the processes in place for control of monitoring and measuring equipment.

Verification related to PRPs and the hazard control plan: Detail verification activities undertaken, and detail documented evidence sampled including testing results of end product samples.

Control of product and process nonconformities: where the critical limits or action criteria have not been met since the last audit, detail if the procedure was followed and if the effectiveness of corrective actions was verified. Document examples there-of. Detail how the organization prevents potentially unsafe products from entering the food chain and positive release procedure. Detail examples of nonconforming products that have occurred since the last audit and the actions taken based on records reviewed. Establish whether an effective recall system has been implemented and shall include the details of the last mock recall conducted and the effectiveness thereof. Document any actual withdrawals/recalls since last audit, the outcome and how this was reviewed, and any amendments made as a result of the recall/withdrawal.

ISO 22000:2018		Conform		Grade	If No – detail NC	NC #
Clause	**Requirement**	**Yes**	**No**	**Minor/Major/ Critical**		
9	**Performance evaluation**					
9.1	Monitoring, measuring, analysis and evaluation	☐	☐			
9.1.1	General	☐	☐			
9.1.2	Analysis and evaluation	☐	☐			
9.2	Internal audit	☐	☐			
9.2.1	The organization shall conduct internal audits at planned intervals to provide information on whether the FSMS conforms to: a) - b)	☐	☐			
9.2.2	The organization shall a) - g)	☐	☐			
9.3	Management review	☐	☐			
9.3.1	General	☐	☐			
9.3.2	Management review input	☐	☐			
9.3.3	Management review output	☐	☐			

Summary:

Monitoring, measuring, analysis and evaluation: Detail what is monitored/measured and whether the requirements of 9.1 are met in support of the evaluation and performance of the FSMS. Provide an overview of the analysis of information from the monitoring and measuring activities, including the results and trends of verification activities related to PRPs, the Hazard control plan and internal and external audits. Confirmation that analysis achieves 9.1.2 a-e and is used as an input for management review and updating the FSMS.

Internal audit: Provide an overview of the internal audit program, including frequency, competency and impartiality of internal auditors and how corrective actions are dealt with. The audit program shall confirm that the frequency of internal audits is based on risk, in accordance with 9.2.1 (a). Indicate whether the audit program includes all aspects of FSSC 22000 (ISO 22000, PRP's, FSSC 22000 part 2 and BoS decisions as applicable) as part of the audit criteria and is sufficiently reflected in the internal audit reports. Detail records of internal audit reports sampled. Indicate status of corrective actions for NCs identified during internal audits (link to improvement), follow-up actions/verification and escalation mechanisms should NCs not be addressed, or audit program falls behind.

Management review: Provide an overview of the management review process and its effectiveness including frequency of meetings (minimum once per annum) and participation of senior management (goes to leadership). Reference any significant issues raised at the management review (internal/external risks/opportunities, and significant changes planned/occurred) and whether the organization is effectively handling these issues. *Provide an overview of the output of the management review and any changes to the FSMS, Food Safety Policy, and/or objectives, and any resource requirements. Indicate whether all aspects (inputs, 9.3.2 and outputs, 9.3.3) are addressed in the documented information retained as evidence of the results of the management reviews e.g., agenda and meeting minutes, and detail the date of the last Management Review. Confirm that suitable decisions and actions have been taken to ensure continual improvement and maintenance of the FSMS in line with the Scheme, as a result of the output of the management review.*

ISO 22000:2018		Conform		Grade	If No – detail NC	NC #
Clause	**Requirement**	**Yes**	**No**	**Minor/Major/ Critical**		
10	**Improvement**					
10.1	Nonconformity and corrective action	☐	☐			
10.1.1	When a nonconformity occurs, the organization shall: a) - e)	☐	☐			
10.1.2	The organization shall retain documented information as evidence of: a) - b)	☐	☐			
10.2	Continual improvement	☐	☐			
10.3	Update of the food management system	☐	☐			

Summary:

Provide an overview of the nonconformity and corrective action system, including customer complaints. Detail how corrective actions are handled incl. root cause, whether similar NCs exist, implementing

correction, and corrective action, follow-up/verification (review effectiveness of CA). Detail the NCs/CAs sampled during the audit.

Describe mechanisms or actions taken by management to ensure continual improvement relating to the suitability, adequacy and effectiveness of the FSMS.

Updating the FSMS – confirm that FSMS is continually updated and how this is monitored and achieved taking into consideration the requirements in 10.3.

ISO 22002-100:2025

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
4	**Construction and layout of buildings**						
4.1	Boundaries of the site/facilities	☐	☐				
4.2	Environment	☐	☐				
4.3	Construction and layout	☐	☐				

Summary:

Boundaries of the sites/facilities: Describe site boundaries (fencing, adjacent buildings etc.). Access details can be referred to clause 16 of Part 100 to avoid duplication. Comment on general maintenance of the site (vegetation, roads, yards, parking areas, and standing water).

Environment: Describe what activities take place on site and in adjacent areas to the site (i.e., industrial units, open paddocks etc.), and whether potential sources of contamination have been considered. Detail the last review date and outcome of the effectiveness of measures to protect against potential contamination from both internal and external site/facilities.

Construction and layout: Describe types of buildings (i.e., production, offices, storage, workshops, warehousing etc.), their state of repair and any updates or changes. Drains: comment on their design, location, direction of flow, capacity and appropriate for the size of the premises, and whether they are being maintained to avoid the risk of contamination of materials or products.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
5	**Design and layout of facilities and workspaces**						
5.1	General	☐	☐				
5.2	Internal structures and fittings	☐	☐				
5.3	Location of equipment	☐	☐				
5.4	Storage of food, packaging materials, ingredients, and chemicals	☐	☐				

Summary:

Comment on adequacy of design, layout, equipment, and traffic patterns with respect to impact on food safety, including facilitating cleaning and maintenance activities. Zoning (physical separation of raw from processed areas), materials and human flow patterns mapped.

Comment on the construction and maintenance of floors, walls, ceilings, overhead structures, drains, and other internal structures and fittings. Indicate if there is standing water (i.e., drains not sufficient) and risk to product from potential broken windows (glass, dust, insects etc.) and roof vents/fans etc. Comment on whether doors were closed or screened when not used.

Where Laboratory facilities are present on the site, document location and if micro/chemical testing conducted and risks controlled. Detail how in-line/on-line testing facilities are controlled.

Where there are any temporary or mobile structures, detail how the hazards are assessed and controlled, including the prevention of pest harbourage.

Provide an overview of the storage of raw materials (incl. bulk), ingredients, intermediate products, packaging materials, finished products, and food/non-food chemicals, and how the organization meets the requirements.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
6	**Utilities**						
6.1	General	☐	☐				
6.2	Water, ice and steam	☐	☐				
6.3	Air and ventilation	☐	☐				
6.4	Compressed air and other gases	☐	☐	☐			
6.5	Light	☐	☐				

Summary:

Water, ice and steam: Detail the water type (potable, non-potable), their use (e.g., ingredient, ice, steam, cleaning, hand washing, etc.), their source (i.e., municipal, bore water, in-house treated water plants) and controls in place. Indicate if quality (incl. chemical) and microbiological specifications for water (various uses) are defined and if water meets specifications (type of testing, frequency, results) and any legislative requirements that might apply. Detail examples of records looked at.

Air and ventilation: Detail if air is used as an ingredient or is in direct product contact, how the organization ensures such air meets requirements (testing, specifications, quality monitoring program etc. document records reviewed). Detail records of maintenance of air systems including air filter replacement program. Indicate whether adequate ventilation was in place which met the requirements.

Provide an overview of compressed air and other gases if used (type, purpose etc.). If used, and is in contact with product, equipment etc. detail approved sources, use, and controls in place including if filtered. Comment on whether the oil used for the compressors is food grade.

Comment if there is sufficient lighting in all areas (production, storage etc.) to facilitate hygienic operations; if light fixtures are suitably protected, and where UV lights are in use.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
7	**Pest control**						
7.1	General	☐	☐				
7.2	Pest control programmes	☐	☐				
7.3	Preventing access	☐	☐				
7.4	Harbourage and infestations	☐	☐				

7.5	Monitoring and detection	☐	☐				
7.6	Control and eradication	☐	☐				

Summary:

Describe the pest control program and how it covers the requirements of this section. Reference the pest control contract when external companies are being used, licensing of operators, approved chemicals used, monitoring frequency and how follow up actions are monitored and implemented – also referencing where eradication has been required and related action taken. Detail any trends identified in pest activity and how this was addressed.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	Minor/Major/ Critical		
8	**Waste, FLW management and recycling**						
8.1	General	☐	☐				
8.2	Recycling and/or reuse of materials	☐	☐				
8.3	Waste containers	☐	☐				

Summary:

Provide an overview of the waste management system in place which meets the requirements, and if any hazardous substances haveto be removed, how this is managed and controlled including destruction/removal. Comment on FLW storage areas, their suitability and their control to prevent contamination.

Where trademarked materials are discarded or destroyed comment on how the risk of re-use is being managed. Verify contract with waste removal company, and records of destruction.

Provide an overview of the systems in place for recycling and/or reuse of materials.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	Minor/Major/ Critical		
9	**Equipment suitability and maintenance**						
9.1	General	☐	☐				
9.2	Equipment capability	☐	☐				
9.3	Maintenance	☐	☐				

Summary:

Provide a general overview of the suitability of equipment, product contact surfaces and hygienic design requirements including the general condition of equipment. Comment on equipment capability with respect to equipment that needs to be capable of controlling parameters and conditions such as temperature, filtration and humidity. Provide an overview of the preventive and corrective maintenance program, including how corrective maintenance is carried out and temporary fixes are addressed. Indicate if lubricants are used and if they are food grade. Detail whether the site had post-maintenance cleaning procedures in place. Detail documented evidence of maintenance sampled, including training of maintenance personnel.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
10	**Management of purchased materials**						
10.1	General	☐	☐				
10.2	Selection and management of suppliers	☐	☐				
10.3	Incoming materials	☐	☐				

Summary:

Provide an overview of the supplier approval program including supplier risk assessment, and how this is controlled, monitored, and reviewed to ensure suppliers meet the specified requirements.

Has requirements for incoming materials been established including delivery vehicle inspection and incoming materials inspection requirements and frequency, confirmation that the safety of products has been maintained during transit, and how to deal with non-compliances (including dealing with and identification of products on hold or rejected, and prevention of unintended use). Temperature records shall be kept as documented information where applicable. Where bulk receiving lines are present, these shall be identified, capped, and locked and approval/discharge systems in place.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
11	**Storage, including warehousing, and transport**						
11.1	Storage and warehousing	☐	☐				
11.2	Dispatch	☐	☐				
11.3	Transport	☐	☐				

Summary:

Provide an overview of warehousing activities on the site and how requirements in the standard are met, including FIFO, FEFO, temperature & humidity requirements and any specific product or storage requirements. Where controlled atmosphere is used, how it is monitored (testing, frequency, records etc.). Detail the temperature controls in place for chilled or frozen storage areas, where applicable.

Detail areas for waste materials, chemicals and nonconforming material.

Comment on how the organization meets the dispatch requirements.

Vehicles, conveyances and containers: summary and extent to which these are used, how it is managed and maintained (cleanliness, state of repair, etc.), including control over contracted vehicles, and specific temperature and/or humidity requirements. Comment on the controls in place for bulk containers.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
12	**Measures for prevention of contamination**						
12	Measures for prevention of contamination	☐	☐				

Summary:

Provide an overview of the systems in place to detect, prevent, control and/or minimize physical, chemical, allergenic and biological (cross)contamination. Provide sufficient detail to demonstrate the organization is controlling these systems.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
13	**Cleaning and disinfection**						
13.1	General	☐	☐				
13.2	Cleaning agents and tools	☐	☐				
13.3	Cleaning and disinfection programmes	☐	☐				

Summary:

Provide an overview of the cleaning and disinfection procedure/program, including whether it is suitable/appropriate to the relevant processes (incl. cleaning agents and tools), what validation of methods has been conducted and what monitoring is in place to check the effectiveness of cleaning.

Detail records reviewed to demonstrate parameters are met.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
14	**Personal hygiene and employee facilities**						
14.1	General	☐	☐				
14.2	Hygiene facilities	☐	☐				
14.3	Designated eating areas	☐	☐				
14.4	Workwear and protective clothing	☐	☐				
14.5	Health status	☐	☐				
14.6	Personnel cleanliness	☐	☐				
14.7	Personnel behaviour	☐	☐				
14.8	Visitors and external providers	☐	☐				

Summary:

Detail the procedure on personal hygiene for employees, visitors, and external providers incl. contractors and how this is implemented and managed. Comment on level of implementation, and on personnel cleanliness/behavior, also linked to internal communication of the procedures/policies.

Comment on whether the number and location of hygiene facilities (incl. hand washing, drying, and sanitizing facilities, etc.) and toilets are adequate, and whether they meet requirements. Detail if there are designated eating areas, located away from production/packing/storage areas. Comment on designated food storage areas provided for staff and its cleanliness. Where there are catering facilities on site, detail how hygienic conditions are maintained, and controls in place for storage.

Workwear and protective clothing - detail type of workwear and protective clothing used and how it is used/maintained/laundered (incl. frequency), specific requirements for different zones i.e., high-risk areas where relevant, and glove management as appropriate.

Health status – describe the company system used (e.g., medicals) and how illnesses and injuries (incl. wounds/burns/cuts) are reported and managed.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
15	**Product and consumer information**						
15	Product and consumer information	☐	☐				

Summary:

Document the sample(s) reviewed (e.g. labels, packaging, accompanying information) and report on whether information was presented to consumers in such a way as to enable them to handle, prepare, display, store, and/or use the end products safely and correctly.

ISO 22002-100:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
16	**Food defence and food fraud**						
16.1	General	☐	☐				
16.2	Food defence	☐	☐				
16.3	Food fraud prevention	☐	☐				

Summary:

Food defense: *Reference procedure that addresses this requirement and detail:*

a) *Confirmation that a threat assessment has been conducted using a defined methodology and relevant threats addressed - both internal and external threats and mitigation measures are suitable/sufficient.*
b) *The significant threats identified, as well as the mitigation measures implemented incl. verification procedures.*
c) *Training and communication strategy for employees and site security measures.*
d) *Periodic review.*

Also provide an overview of access control measures, site security and any reported breaches.

Food fraud prevention: *Reference procedure that addresses this requirement and detail:*

a) *Confirmation that food fraud vulnerability assessment has been conducted using a defined methodology, breadth of assessment (supply chain and not only at site level) and relevant vulnerabilities addressed, and mitigation measures are suitable/sufficient.*
b) *The significant vulnerabilities, as well as the mitigation measures implemented incl. verification procedures.*
c) *Training and communication strategy.*
d) *Periodic review.*

Refer to summaries for Additional FSSC 22000 requirements 2.5.3 and 2.5.4 for further detail on food defense and food fraud mitigation.

ISO 22002-1:2025 – FOOD MANUFACTURING

ISO 22002-1:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
4	**Construction and layout of buildings**						
4.3	Construction and layout	☐	☐				

Summary:

Drain Requirements:

Comment on the layout of drains and confirm that they do not pass over processing lines and that drainage does not flow from a contaminated area to a clean area.

ISO 22002-1:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
6	**Utilities**						
6.2	Water, ice and steam	☐	☐				
6.6	Boiler chemicals	☐	☐	☐			

Summary:

Comment on water used for the following applications meeting specified quality and microbiological requirements and detail records sampled:

- *as an ingredient (including ice or steam)*
- *in contact with products or product surfaces*
- *cleaning or applications where there is a risk of indirect product contact (e.g. jacketed vessels, heat exchangers)*

Where water supplies are chlorinated, comment on tests conducted.

Where boiler chemicals are used, provide information on approval for use, storage, security measures and any areas of concern where steam comes into direct contact with product.

ISO 22002-1:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
10	**Management of purchased materials**						
10	Management of purchased materials	☐	☐				

Summary:

Where bulk receiving lines are in use, confirm that access points have been identified, capped and locked. Comment on approval and verification of the incoming bulk material before the material has been discharged.

ISO 22002-1:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
12	**Measures for prevention of contamination**						
12.2	Microbiological contamination	☐	☐				
12.3	Allergen control	☐	☐				
12.4	Physical contamination	☐	☐				
12.5	Chemical contamination	☐	☐				

Summary:

Microbiological contamination: Detail segregation plan implemented and describe separation measures taken, zoning, access controls, traffic patterns and air pressure differentials, as applicable.

*Allergen control: Detail if there are allergens in the product(s) and which ones are present, if there are none indicate such. Reference specific training including allergen awareness training. Confirm allergens present by design are declared on product labels or accompanying documentation. Where allergen declarations are made (on label or accompanying documentation), are these verified and validated and meeting any specific legislative/customer requirements. Confirm whether the organization has assessed the need for allergen pre-cautionary or warning labels due to potential manufacturing cross-contamination. Detail measures implemented to protect products from contamination including cleaning, line change-over practices, product sequencing, airflow control, dedicated tools/equipment/protective clothing, control of onsite catering and vending machines, as applicable. Detail how rework is addressed. **Reference may be made to the FSSC additional requirements for allergen management to avoid duplication.*

*Detail measures in place to prevent, control or detect physical contamination. Detail brittle (glass/hard plastic) material inspections and breakage procedures in place. Detail any breakage records sampled. **Reference may be made to the FSSC additional requirements for foreign matter management to avoid duplication.*

Detail measures in place to prevent chemical contamination. Confirm that chemicals have been approved by competent authorities, and applied correctly by competent personnel. Confirm that chemicals are labelled/identifiable, and securely and separately stored. Comment on the control of pesticides and lubricants.

Comment on the overall corrections and corrective actions taken by employees in the case potential contamination (microbiological, allergenic, physical and chemical) has occurred.

ISO 22002-1:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
13	**Cleaning and disinfection**						
13.3	Cleaning and disinfection programmes	☐	☐				
13.4	Cleaning in place (CIP) systems	☐	☐	☐			

Summary:

Confirm that post-clean and/or pre-start up cleaning inspections are in place and detail the records sampled.

Where CIP systems are used, provide detail on the CIP program including parameters (type, concentration, contact time and temperature of any chemicals used) and monitoring measures and requirements. Detail CIP records sampled. Confirm CIP systems are separated from active product lines.

ISO 22002-1:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
17	**Rework**						
17.1	General	☐	☐				
17.2	Storage, identification and traceability	☐	☐				
17.3	Rework usage	☐	☐				

Summary:

Where an organization has rework, detail how these requirements are met in terms of storage, identification, traceability, handling and usage. Detail how rework is recorded when used and records reviewed. Indicate if specifications for rework use are followed.

ISO 22002-2:2025 - CATERING

ISO 22002-2:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
6	**Utilities**						
6.2	Water, ice and steam	☐	☐				

Summary:

Comment on water supply at adequate pressure and temperature being available. Confirm that suitable water storage facilities were in place, and that they have been cleaned and periodically monitored.

Where ice is used in direct contact with food or food contact surfaces, confirm that the ice has been suitably transported, handled and stored. Confirm that the facilities and equipment used to make and store ice are suitable to prevent contamination, and have been suitably cleaned, disinfected and maintained.

ISO 22002-2:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
8	**Waste, FLW management and recycling**						
8.1	General	☐	☐				
8.3	Waste containers	☐	☐				

Summary:

Detail how the organization controlled the entry of food and the exit of waste. Confirm that waste did not accumulate. Comment on the location and maintenance of grease traps and sewer, and their ability to handle the volume of waste. Comment on the disposal of empty packages and wrappers. Comment on

whether waste compacting equipment is used and its storage. Comment on the storage and disposal of used oil/cooking fat. Confirm that waste bins used in food preparation and storage areas have been provided with hands-free covers.

ISO 22002-2:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
9	**Equipment suitability and maintenance**						
9.1	General	☐	☐				

Summary:

Confirm how portable equipment (e.g. spoons, beaters, pots, pans) have been protected from contamination. Detail records sampled for the control and identification of the equipment and utensils.

ISO 22002-2:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
10	**Management of purchased materials**						
10	Management of purchased materials	☐	☐				

Summary:

Detail the measures taken to prevent contamination of semi-prepared and prepared food when incoming goods/materials are being received.

ISO 22002-2:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
12	**Measures for prevention of contamination**						
12.2	Allergen control	☐	☐				

Summary:

Detail if there are allergens in the product(s) and which ones are present, if there are none indicate such. Reference specific training including allergen awareness training. Detail how the organization makes relevant allergen information available to the consumer.

Detail measures implemented to protect products from contamination including cleaning, segregation, use of dedicated protective clothing/tools/equipment, as applicable.

Where catering organizations offer special meal requests e.g., gluten-free meals, detail the process in place to address allergen control in meal preparations.

***Reference may be made to the FSSC additional requirements for allergen management to avoid duplication.*

ISO 22002-2:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
14	**Personal hygiene and employee facilities**						
14.6	Personnel cleanliness	☐	☐				

14.7	Personnel behaviour	☐	☐				

Summary:

Comment on the use of face masks. Detail the location where aprons and similar items are washed or dried. Confirm that rings on hands are not worn, or are covered, in food handling areas. Confirm that personnel wash their hands thoroughly and as required by the standard. Confirm that there are controls in place for the use of gloves, as required by the standard.

Confirm that clothes, personal belongings, office materials, tools, etc. have not been stored in food storage or handling areas.

ISO 22002-2:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
17	**Preparation**						
17	Preparation	☐	☐				

Summary:

Confirm that raw materials and ingredients used in the preparation of food have met specifications. Confirm that partially used raw materials and ingredients are properly packaged, stored and traceable.

ISO 22002-4:2025 – FOOD PACKAGING MANUFACTURING

ISO 22002-4:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
10	**Management of purchased materials**						
10	Management of purchased materials	☐	☐				

Summary:

Where tamper-evident seals are used, confirm that the organization has verified conformance to relevant customer or regulatory requirements.

Where incoming raw materials are from recycled source, nano materials or plant-based materials, confirm that appropriate measures were in place to verify food safety and traceability requirements have been met prior to acceptance.

Detail the procedure in place to prevent unintended use of non-conforming raw materials and that it has been adhered to.

Where bulk receiving lines are in use, confirm that access points have been identified, capped and locked/secured. Comment on approval and verification of the incoming bulk material before the material has been discharged.

ISO 22002-4:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
12	**Measures for prevention of contamination**						
12.2	Chemical contamination	☐	☐				
12.3	Physical contamination	☐	☐				

12.4	Migration	☐	☐				

Summary:

Chemical contamination: Detail the evaluation and control of chemicals (incl. cleaning materials and lubricants). Confirm that lubricants intended to come in contact with the product were of a grade suitable for the intended use. Confirm that printed and coated materials have been adequately handled and stored in accordance with the requirements of the standard.

Physical contamination: Detail brittle (glass/hard plastic) material inspections and breakage procedures in place. Detail any breakage records sampled. Confirm that product contact surfaces were free from splinters/source(s) of contamination and were suitable for cleaning. Confirm that a procedure was in place for the use of "sharps". Comment on the control of sharp objects and tools. Confirm that the use of snap-off blade knives was not allowed. Comment on the overall state of the buildings, facilities and equipment housekeeping to prevent contamination.

***Reference may be made to the FSSC additional requirements for foreign matter management to avoid duplication.*

Migration: Where there is a potential food safety hazard due to migration or other transfer mechanism, confirm that controls were implemented to prevent or control the hazard. Detail migration test reports sampled, where relevant. Confirm that packaging (e.g. pallets, films, containers) were clean and made of suitable material.

ISO 22002-4:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
17	**Rework usage**						
17	Rework usage	☐	☐				

Summary:

Where an organization has rework, detail how these requirements of the standard are met. Detail how rework is recorded when used and records reviewed. Indicate if specifications for rework use are followed, including conformance to regulatory and customer requirements. Detail the measures in place to prevent materials not intended for food contact from contaminating food contact materials/products during rework.

ISO 22002-5:2025 – TRANSPORT AND STORAGE

ISO 22002-5:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
17	**Transport and Storage - Additional requirements**						
17.1	Categorization	☐	☐				
17.2	Controlled conditions	☐	☐				
17.3	Goods identification	☐	☐				

Summary:

Detail the categorization of products stored and/or transported. Confirm that the practices applied during the transport and storage of goods has been designed, documented and implemented to maintain appropriate storage conditions and integrity of goods.

Provide an overview of the controlled conditions (temperature, filtration, humidity, microbiology of air, etc.) in place to maintain food safety, the control system implemented and the monitoring thereof, in accordance with the requirements of the standard. Comment on the system to alert personnel if deviations occur, and the corrections and corrective actions taken. Comment on whether automated recording equipment was used, and in the absence of automated equipment, detail the monitoring carried out and whether the frequency was appropriate – detail records sampled. Confirm that equipment used to hold goods at specified conditions has been calibrated for its purpose. Where settings can be adjusted, confirm that measures were in place to verify the controlled-condition settings of the logistic unit.

Detail whether logistic units transporting goods under controlled conditions achieved the conditions prior to loading, or if achieved after loading whether this was done without compromising the integrity of the goods. Detail whether a procedure was in place to manage the load in transit, including actions taken in the event of a failure.

Provide an overview of how the organization manages goods identification for logistic units, and goods picked from logistic units, through all stages of the process, which meets the requirements of the standard. Comment on whether all the applicable information as required by the standard can be retrieved based on the identifier(s) used. Detail how the organization managed mixed loads and whether the records retained included the information as required by the standard. Confirm that the organization has established, implemented and maintained measures to prevent the loss of identification of all or any parts of a logistic unit, and that records retained for the delivery of goods contained the information required by the standard.

ISO 22002-6:2025 – FEED AND ANIMAL FOOD PRODUCTION

ISO 22002-6:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
5	**Design and layout of facilities and workspaces**						
5.4	Storage of food, packaging materials, ingredients, and chemicals	☐	☐				

Summary:

Confirm that medications have been stored in accordance with the manufacturer's requirements, in a designated area and access has been restricted to authorized personnel.

ISO 22002-6:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical		
12	**Measures for prevention of contamination**						
12	Measures for prevention of contamination	☐	☐				

Summary:

Detail controls in place to prevent or minimize cross-contamination by medication, including the use of dedicated lines, cleaning, flushing, line changeover practices and/or product sequencing.

ISO 22002-6:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
15	**Product and consumer information**						
15	Product and consumer information	☐	☐				

Summary:

Confirm that medications present in the feed and animal food have been declared on the product label and/or the accompanying documentation.

ISO 22002-6:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
17	**Rework**						
17	Rework	☐	☐				

Summary:

Detail how rework containing medication(s) has been managed to avoid compromising feed safety.

ISO 22002-7:2025 – RETAIL AND WHOLESALE

ISO 22002-7:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
12	**Measures for prevention of contamination**						
12.2	Microbiological contamination	☐	☐				
12.3	Allergen control	☐	☐				
12.4	Physical contamination	☐	☐				
12.5	Chemical contamination	☐	☐				

Summary:

Microbiological contamination: Detail what work areas were identified for potential microbiological cross-contamination and what measures (e.g. segregation, access controls, traffic pattern, use of dedicated tools/equipment/protective clothing, temperature controls, air pressure differentials), were implemented.

*Allergen control: Reference specific training including allergen awareness training. Confirm allergens present by design are declared on product labels or accompanying documentation. Where allergen declarations are made (on label or accompanying documentation), are these verified and meeting any specific legislative/customer requirements. Confirm whether the organization has assessed the need for allergen pre-cautionary or warning labels due to potential cross-contamination. Detail measures implemented to protect products from contamination including cleaning, line change-over practices, product sequencing, airflow control, dedicated tools/equipment/protective clothing, control of onsite catering and vending machines, as applicable. Detail how rework is addressed. **Reference may be made to the FSSC additional requirements for allergen management to avoid duplication.*

*Detail measures in place to prevent, control or detect physical contamination. Detail brittle (glass/hard plastic) material inspections and breakage procedures in place. Detail any breakage records sampled. **Reference may be made to the FSSC additional requirements for foreign matter management to avoid duplication.*

Detail measures in place to prevent chemical contamination. Confirm that chemicals have been approved by competent authorities, and applied correctly by competent personnel. Confirm that chemicals are labelled/identifiable, and securely and separately stored. Comment on the control of pesticides and lubricants.

Comment on the overall corrections and corrective actions taken by employees in the case potential contamination (microbiological, allergenic, physical and chemical) has occurred.

ISO 22002-7:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
17	**Rework**						
17.1	General	☐	☐				
17.2	Storage, identification and traceability	☐	☐				
17.3	Rework usage	☐	☐				

Summary:

Where an organization has rework, detail how these requirements are met in terms of storage, identification, traceability, handling and usage. Detail how rework is recorded when used and records reviewed. Indicate if specifications for rework use are followed.

ISO 22002-7:2025		Conform			Grade	If No – detail NC If N/A – provide justification	NC #
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
18	**Display**						
18	Display	☐	☐				

Summary:

Provide an overview of the display units and their ability to maintain the required conditions. Confirm visual verification of products/materials occurs as required by the standard. Confirm relevant personnel have been trained on the aspects required by the standard (e.g., visual inspection for infestation or defects, checking expiry dates/shelf life, rotating of products, verifying the functioning of display units) and the implementation thereof. Confirm appropriate conditions (e.g. temperature, filtration, humidity, microbiology of air) are maintained, where applicable, and a control system implemented and monitored.

Comment on the system to alert personnel if deviations occur, and the corrections and corrective actions taken. Comment on whether automated recording equipment was used, and in the absence of automated equipment, detail the monitoring carried out and whether the frequency was appropriate – detail records sampled. Confirm that display units used to hold goods at specified conditions has been calibrated for its purpose. Confirm that measures were in place to verify the controlled-condition settings of the display unit. Confirm that heating and cooling processes were able to meet the specified temperature and holding conditions/time, and detail how the retailer monitored and controlled the temperature of heating and cooling equipment.

FSSC 22000 ADDITIONAL REQUIREMENTS

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	Minor/Major/ Critical		
2.5.1	Management of services and purchased materials (All Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.1 (a).*	

Summary:

Detail which testing is being conducted by external or internal laboratories, which laboratories are used for verification/validation of parameters critical to food safety, and how they are competent and have the capability to conduct the analysis (i.e., ISO/IEC 17025). Where a laboratory does not have accreditation to ISO/IEC 17025, document how they meet the competency/capability requirements e.g., proficiency testing programs, regulatory approved programs. Detail how the organization ensures that the analysis used for verification and validation of parameters critical to food safety has been performed in accordance with the applicable requirements of ISO/IEC 17025.

Describe the process followed in the case of procurement under emergency situations to ensure that products still conform to specified requirements and the supplier has been evaluated, including reference to the documented procedure. Detail if any instance of emergency use of non-approved suppliers has occurred since the previous audit (date, supplier, material) and confirm if procedure was followed effectively.

Where animals, fish and seafood are procured that are subject to control of prohibited substances (e.g., pharmaceuticals, veterinary medicines, heavy metals, and pesticides), describe how the organization has included this in their supplier approval process and the controls established;

Provide an overview of the review process for product specifications (raw material and finished product) to ensure continued compliance with food safety, quality, legal and customer requirements with examples. Confirm that microbiological, physical, chemical and allergenic specifications for food safety are based on appropriate scientific principles, when relevant legislation is absent.

Food chain category I only: provide an overview of criteria established for the use of recycled packaging material as a raw material input into the production of finished packaging material, meeting legal and customer requirements.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	Minor/Major/ Critical		
2.5.2	Product Labelling and Printed Materials (All Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.2 (a).*	

Summary:

Detail site relevant legislation for final product labelling in the country of intended sale. Provide an overview of the system followed to ensure correct and accurate labelling, meeting both legislative and customer requirements and requirements around allergen labelling where applicable. Document which

product labels were reviewed and whether the samples meet requirements. In the case of bulk or unlabeled products – describe the labelling process or method of communication on product information to ensure the safe use of the food by the customer or consumer.

Where claims are made on product label or packaging, detail evidence of validations and verifications in place to ensure product integrity is maintained incl. traceability and mass balance. Also, reference evidence sampled such as:

- *A valid certificate supporting e.g., Halal, Kosher, or Organic claims, etc.;*
- *Laboratory testing results (meeting the requirements of 2.5.1 and which conform to legal requirements) for nutritional content claims, such as high in omega 3 fatty acids, etc.*

Where an organization prints labels and/or materials, provide overview of artwork management and print control procedures in place to ensure printed materials meet customer and legal requirements.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.3	Food Defense (All Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.3 (a).*	

Summary:

Confirm that the threat assessment and food defense plan has been developed and maintained by personnel having appropriate knowledge and competence.

Provide a statement on the effective implementation of the Food Defense Plan, that it is supported by the organization's FSMS and how it is kept up to date.

Comment on any relevant legislation (e.g., Food Defense Acts) and the organization's conformance to it. If there are no legislative requirements, then note this fact.

For food chain subcategory FII only: provide a confirmation that the supplier(s) had a food defense plan in place.

Refer to summary for clause 16.2 of ISO 22002-100 for further details on food defense.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.4	Food Fraud Mitigation (All Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.4 (a).*	

Summary:

Confirm that the vulnerability assessment and food fraud mitigation plan has been developed and maintained by personnel having appropriate knowledge and competence.

Provide a statement on the effective implementation of the Food Fraud Mitigation Plan, that it is supported by the organization's FSMS and how it is kept up to date.

Comment on any relevant legislation and the organization's conformance to it. If there are no legislative requirements, then note this fact.

For food chain subcategory FII only: provide a confirmation that the supplier(s) had a food fraud mitigation plan in place.

Refer to summary for clause 16.3 of ISO 22002-100 for further details on food fraud mitigation.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	Minor/Major/ Critical		
2.5.5	Logo use (All Food Chain Categories)	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.5 (a).*	
Summary: *Where the logo is used, document how/where it is used and confirm it is used correctly.*							
FSSC 22000 Additional Requirement		**Conform**			**Grade**	**If No – detail NC** **If N/A – provide justification**	**NC#**
Clause	**Requirement**	**Yes**	**No**	**N/A**	Minor/Major/ Critical		
2.5.6	Management of allergens (All Food Chain Categories)	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.6 (a).* *May only be marked as N/A for animal feed and pet food where there is no allergen-related legislation in the country of sale.*	
Summary: *Reference allergen management plan and detail which allergens are present. Confirm whether the site had a list of all the allergens handled including for raw materials and finished products. Confirm that the allergen risk assessment covers all potential sources, including cross contamination.* *Detail control measures used to prevent cross-contamination including storage, production and potential cross contamination and training of personnel. Where there are allergens on site that are out of scope (included in products that are excluded from scope, or not part of the scope of FSSC 22000 certification), detail type and whether the potential risks and cross contamination is controlled in relation to the products included in the scope of certification.* *Detail evidence of validation and verification of control measures including testing (where necessary). Detail whether precautionary or warning labels are used and whether it is in accordance with the requirement. Indicate the date of the last review of the allergen management plan including trending of verification data.*							
FSSC 22000 Additional Requirement		**Conform**			**Grade**	**If No – detail NC** **If N/A – provide justification**	**NC#**
Clause	**Requirement**	**Yes**	**No**	**N/A**	Minor/Major/ Critical		
2.5.7	Environmental monitoring (Food Chain (Sub)Categories BIII, C, I & K)	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.7 (a).* *This clause may only be indicated as N/A for FCC D, E, F, and G.*	

Summary:

Provide evidence that the organization has implemented a risk-based environmental monitoring program, covering the relevant pathogen, spoilage, and indicator organisms, supported by a documented procedure for the evaluation of the effectiveness of all controls on preventing contamination from the manufacturing environment.

The environmental monitoring program shall include as a minimum, the evaluation of microbiological controls present and provide evidence that the organization collects and analyses data of the environmental monitoring activities including regular trend analysis. Describe what monitoring activities are undertaken (microbiological), frequency, general overview of results of testing (trend analysis etc.) and corrective actions or adjustments to the program as needed. Indicate the date of the last annual review of the environmental monitoring program, as well as any reviews due to triggers that have occurred.

Please note that this is not a section on cleaning – Cleaning is covered in the PRP checklist(s).

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.8	Food safety and quality culture (All Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.8 (a).*	

Summary:

Provide an overview of how food safety and quality culture objectives are addressed within the organization with specific reference to communication, training, employee feedback and engagement, and performance measurement of defined activities, covering all sections of the organization impacting on food safety and quality. Confirm sufficient resources have been provided to maintain a positive culture.

Reference the food safety and quality culture plan, including confirmation that the organization has set targets and timelines, and that food safety and quality culture has been addressed in the management review for continuous improvement. Confirm evidence is available to demonstrate that all personnel have committed to the production and safe handling of food.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.9	Quality control (All Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.9 (a).*	

Summary:

- *Reference the quality policy and confirm that the organization has defined measurable quality objectives.*
- *Confirmation that quality control parameters have been defined for finished product specifications and include example/s verified during the audit.*
- *Provide an overview of the product release procedure addressing quality control and testing.*
- *Provide overview of analysis and evaluation of the results of quality control parameters as well as whether it was included as an input to the management review.*

- *Detail how quality aspects as per the requirements of 2.5.9 have been included in the internal audit program.*
- *Reference quality control procedures and documented evidence (records) sampled for unit, weight, and volume control.*
- *Reference line start-up and change-over procedures and documented evidence (records) sampled, including addressing that labelling and packaging from previous runs have been removed from the line(s).*

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.10	Transport, storage, and warehousing (all Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.10 (a).*	

Summary:

a) Reference the stock management procedure and provide an overview of the specified stock rotation system that includes FEFO principles in conjunction with the FIFO requirements.

b) Food chain subcategory C0 only: Where slaughtering is applicable and relevant, what controls are in place linked to post-slaughter time and temperature in relation to chilling or freezing of the products?

c) Detail whether the organization uses transport tankers for their final product or receives raw materials in tankers. If so, provide an overview of how the organization meets the Scheme requirements.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.11	Hazard control and measures for preventing cross-contamination (All Food Chain Categories, excluding FII)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.11 (a).*	

Summary:

a) Food chain (sub)category BIII, C and I: Where packaging is used to impart or provide a functional effect on food (e.g., shelf-life extension), detail what packaging is being used and whether this has been assessed as part of the hazard analysis. Reference applicable measures taken.

b) Food chain subcategory C0 only: Provide an overview of the inspection process at lairage and/or at evisceration to ensure animals are fit for human consumption where applicable.

c) Food chain category D only: Reference the procedure that addresses this requirement. Provide an overview of the formulated products and the relevant customer and legislative requirements. Detail which ingredients/additives are used that contain components that can have adverse animal health impact(s), and how these are controlled.

d) All food chain categories, excluding FII: Provide an overview of the foreign matter management in place including reference to the risk assessment to determine the need for and type of foreign body detection

equipment and the procedure for the management and use of the equipment. Where the risk assessment deems no foreign body detection equipment is necessary, reference the justification that was maintained as documented evidence. Detail whether the site has procedures in place for management of breakages (metal, ceramic, hard plastic, etc.).

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.12	PRP Verification (Food Chain (Sub)Categories BIII, C, D, E, FI, G, I & K)	☐	☐	☐		*This clause may only be indicated as N/A for FCC FII.*	

Summary:

Provide an overview of the site inspections/PRP checks conducted to verify that the site (internal and external), production environment and processing equipment are maintained in a suitable condition to ensure food safety, including the frequency and how findings are addressed.

Confirmation that the site inspections covered the PRPs required by the relevant PRP standard(s) and whether it served as an input for the internal audit.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.13	Product Design and Development (Food Chain (Sub)Categories BIII, C, D, E, F, I & K)	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.13 (a).* *This clause may only be indicated as N/A for FCC G.*	

Summary:

Reference the product design and development procedure. Provide an overview of the process to incorporate new products and changes into the product or manufacturing processes. This shall cover any potential hazards introduced (update to hazard analysis), impact on the process, resource & training, equipment and maintenance and any shelf-life and production trials conducted. Reference any new product developments since the previous audit.

Detail the process in place for on-going shelf-life verification at a frequency based on risk and provide examples of evidence sampled.

Where ready-to-cook products are produced and cooking instructions are provided on the product label/packaging, confirm that the organization has conducted validation and reference validations sampled.

Where the organization designs primary packaging/packaging material detail how the organization takes the related packaging design principles into consideration when developing new products or making changes to packaging.

Note: Where Design and Development is permitted to be added to the scope of the certificate as per the requirements of Annex 1, Section 3, then particular attention shall be paid to documenting what was

audited, including the interface of the process with the FSMS. This includes detailing the design and development process in the audit plan, the audit program, and the audit report.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.14	Traceability (Food Chain Subcategory C0)	☐	☐	☐		*This clause may not be indicated as N/A for FCC C0.*	

Summary:

Provide an overview of the procedures and systems that are in place to ensure the traceability of all edible parts of the carcass is being maintained until the carcass is deemed fit for human consumption (including blood for human consumption).

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.15	Equipment Management (All Food Chain Categories, excluding FII)	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.15 (a).* *This clause may only be indicated as N/A for FCC FII.*	

Summary:

a) *Identify if the organization has commissioned any new equipment or any significant changes to existing equipment since the previous audit. If so, provide an overview of the equipment purchase specifications in place and detail how it meets the requirements of the Scheme including evidence thereof.*

b) *Provide an overview of the change management process for new equipment/changes to existing equipment including evidence sampled of successful commissioning, as applicable.*

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.16	Food loss and waste (All Food Chain Categories, excluding category I)	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.16 (a). This clause may only be indicated as N/A for FCC I*	

Summary:

a) Provide an overview of the organizations' strategy to reduce food loss and waste, reference the documented policy, and that specific objectives and measurable targets have been set with defined timelines.

b) Detail the controls in place to manage donated products and to ensure the products are safe for consumption.

c) Detail the controls in place to manage contamination of surplus products or by-products intended for animal feed/food.

d) Confirmation that these processes comply with legal requirements and were kept up to date.

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/Major/ Critical**		
2.5.17	Communication requirements (All Food Chain Categories)	☐	☐			*Ensure the NC is raised to the most specific clause e.g., 2.5.17 (a).*	

Summary:

Detail how the organization has included the communication requirements into their FSMS.

a) Confirm whether the organization had any serious events since the previous audit, and if so, reference evidence thereof regarding communication of the serious event to the CB and what suitable measures were implemented; and*

*b) Confirm whether the organization had any serious situations** since the previous audit, and if so, reference evidence thereof regarding communication of the serious situation to the CB and what suitable measures were implemented.*

**Serious events that impact the FSMS, legality and/or the integrity of the certification including situations that pose a threat to food safety, or certification integrity.*

***Serious situations where the integrity of the certification was at risk and/or where the Foundation can be brought into disrepute.*

FSSC 22000 Additional Requirement		Conform			Grade	If No – detail NC If N/A – provide justification	NC#
Clause	**Requirement**	**Yes**	**No**	**N/A**	**Minor/major/ critical**		
2.5.18	Requirements for Organizations with Multi-site Certification (Food Chain (Sub)Category BIII, E, F & G)	☐	☐	☐		*This clause may not be indicated as N/A for multi-site groups.*	
2.5.18.1	Central Function	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.18.1 (a).*	
2.5.18.2	Internal Audit Requirements	☐	☐	☐		*Ensure the NC is raised to the most specific clause e.g., 2.5.18.2 (a).*	

Summary:

Centralized Function:

Provide an overview of the central function and how commitment to the food safety system is managed and ensured across all the sites. Describe how roles and responsibilities have been defined for key roles and whether sufficient resources are available to manage the FSMS.

Internal Audits:

Provide an overview of the internal audit program (incl. frequency), confirmation that all sites, the central function and FSMS have been included and audited prior to the certification audit. How are nonconformities addressed and are there any escalation mechanisms in place? Are sufficient numbers of internal auditors available to cover the number of sites and do they meet the internal auditor requirements? Provide examples of competency records checked. Describe the technical review process and whether the technical reviewers meet the competency requirements. How is performance monitoring and calibration of internal auditors and technical reviewers managed?

Reference can be made to the central function audit report for full details of the activities undertaken by and audited at the central function including the minimum content as indicated above to avoid duplication, however, evidence to demonstrate how it is implemented at site level shall still be recorded under this section of the site audit reports.

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ANNEX 3: CB CERTIFICATE TEMPLATES

V7

May 2026

INTRODUCTION

The FSSC 22000 certificates shall be based on the templates in this Annex.

The content of the certificate shall match the template contained in this Annex, the requirements of ISO/IEC 17021-1, and section 7.2 in Part 3 of the Scheme.

The layout of the certificate is at the discretion of the CB.

Where the certified organization requires a copy of the FSSC 22000 certificate in another language, the following requirements shall be met:

a) The English certificate remains the original and valid version of the certificate and is the one uploaded to the Assurance Platform;
b) The translated copy of the certificate shall be a complete and true representation of the English version and meet the requirements of this Annex;
c) The CB shall have a process in place to manage translated copies of certificates and ensure translations are correct and accurate.

Where a full remote audit is delivered, and the outcome of the full remote audit is to maintain certification, the certificate shall be updated to add the following reference "Audit delivery: Full Remote Audit due to serious event". Following the next onsite audit (full on-site or via the ICT Audit Approach), the certificate shall be updated, and the reference to the Full Remote Audit removed.

Templates in this Annex:

1. FSSC 22000 for single sites
2. FSSC 22000 with head office (refer Part 3, section 5.2.1)
3. FSSC 22000 with off-site activities (refer Part 3, section 5.2.2)
4. FSSC 22000 for multi-site certification (refer Part 3, section 5.3)

Note: for Organizations with off-site activities the list of locations and activities may be listed on an addendum to the certificate.

1. FSSC 22000 – SINGLE SITE

The Food Safety Management System of

Name of Organization

at

Location, Country

has been assessed and determined to comply with
the requirements of

FSSC 22000

Certification scheme for food safety management systems consisting of the following elements:
ISO 22000:2018, ISO 22002-100:2025, "name of applicable PRP standard(s)
(e.g., ISO 22002-1:2025)" and Additional FSSC 22000 requirements (Version 7).

This certificate is applicable for the scope of:

Scope Statement [process/activities, product and/or service description]

Food Chain (Sub)category [see table in section 3 of Part 1]

Exclusions apply [excluded product(s)/process(es)/service(s) description] (if applicable)

Audit Delivery: Full Remote Audit due to serious event (if applicable)
Date of the last unannounced audit*:
COID code:
Certificate registration number:
Certification decision date:
Initial certification date:
Issue date:
Valid from date:
Valid until date:
Issued by:
Name and address of Certification Body
Authorized by:
Position of signatory

QR Code

AB Symbol

CB Mark

*At least one (1) surveillance audit is required to be undertaken unannounced after the initial certification audit and within each three (3) year period thereafter.

The authenticity of this certificate can be verified in the FSSC 22000 database of Certified Organizations available on www.fssc.com.

2. FSSC 22000 WITH HEAD OFFICE

The Food Safety Management System of

Name of Organization

at

Location, Country

has been assessed and determined to comply with
the requirements of

FSSC 22000

Certification scheme for food safety management systems consisting of the following elements: ISO 22000:2018, ISO 22002-100:2025, "name of applicable PRP standard(s) (e.g., ISO 22002-1:2025)" and Additional FSSC 22000 requirements (Version 7).

This certificate is applicable for the scope of:

Scope Statement [process/activities, product and/or service description]

Food Chain (Sub)category [see table in section 3 of Part 1]

This audit included the following central FSMS processes managed by (name and location of head office): (describe FSMS processes managed at the head office)

Exclusions apply [excluded product(s)/process(es)/service(s) description] (if applicable)

Audit Delivery: Full Remote Audit due to serious event (if applicable)
Date of the last unannounced audit*:
COID code:
Certificate registration number:
Certification decision date:
Initial certification date:
Issue date:
Valid from date:
Valid until date:
Issued by:
Name and address of Certification Body
Authorized by:
Position of signatory:

QR Code

AB Symbol

CB Mark

*At least one (1) surveillance audit is required to be undertaken unannounced after the initial certification audit and within each three (3) year period thereafter.

The authenticity of this certificate can be verified in the FSSC 22000 database of Certified Organizations available on www.fssc.com.

3. FSSC 22000 WITH OFF-SITE ACTIVITIES

The Food Safety Management System of

Name of Organization

at

Location, Country

has been assessed and determined to comply with
the requirements of

FSSC 22000

Certification scheme for food safety management systems consisting of the following elements: ISO 22000:2018, ISO 22002-100:2025, "name of applicable PRP standard(s) (e.g., ISO 22002-1:2025)" and Additional FSSC 22000 requirements (Version 7).

This certificate is applicable for the scope of:

Scope Statement [process/activities, product and/or service description]

Food Chain (Sub)category [see table in section 3 of Part 1]

This audit included the following off-site activities at (locations):

(name, address, and scope at each location) or can be included as an addendum similar to the multi-site certification template.

Exclusions apply [excluded product(s)/process(es)/service(s) description] (if applicable)

Audit Delivery: Full Remote Audit due to serious event (if applicable)
Date of the last unannounced audit*:
COID code:
Certificate registration number:
Certification decision date:
Initial certification date:
Issue date:
Valid from date:
Valid until date:
Issued by:
Name and address of Certification Body
Authorized by:
Position of signatory

QR Code

AB Symbol

CB Mark

*At least one (1) surveillance audit is required to be undertaken unannounced after the initial certification audit and within each three (3) year period thereafter.

The authenticity of this certificate can be verified in the FSSC 22000 database of Certified Organizations available on www.fssc.com.

4. FSSC 22000 MULTI-SITE CERTIFICATION

The Food Safety Management System of

Name of Organization

at

Location, Country

has been assessed and determined to comply with
the requirements of

FSSC 22000

Certification scheme for food safety management systems consisting of the following elements: ISO 22000:2018, ISO 22002-100:2025, "name of applicable PRP standard(s) (e.g., ISO 22002-1:2025)" and Additional FSSC 22000 requirements (Version 7).

This certificate is applicable for the scope of:

Scope Statement [process/activities, product and/or service description]

Food Chain (Sub)category [see table in section 3 of Part 1]

This audit included multi-site activities as detailed in Addendum 1

Exclusions apply [excluded product(s)/process(es)/service(s) description] (if applicable)

Audit Delivery: Full Remote Audit due to serious event (if applicable)
Date of the last unannounced audit*:
COID code:
Certificate registration number:
Certification decision date:
Initial certification date:
Issue date:
Valid from date:
Valid until date:
Issued by:
Name and address of Certification Body
Authorized by:
Position of signatory

QR Code

AB Symbol

CB Mark

*At least one (1) surveillance audit is required to be undertaken unannounced after the initial certification audit and within each three (3) year period thereafter.

The authenticity of this certificate can be verified in the FSSC 22000 database of Certified Organizations available on www.fssc.com.

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ADDENDUM 1

Not valid as a stand-alone document and shall only be used with the main certificate.

Name of multi-site organization:

COID code:

Certificate registration number: Valid until:

Name of site	
Address of site	
Scope of the site	

Name of site	
Address of site	
Scope of the site	

Name of site	
Address of site	
Scope of the site	

Name of site	
Address of site	
Scope of the site	

Name of site	
Address of site	
Scope of the site	

Name of site	
Address of site	
Scope of the site	

Name of site	
Address of site	
Scope of the site	

Name of site	
Address of site	
Scope of the site	

Issued by:

Name and address of Certification Body CB Mark

FSSC 22000

FSSC 22000

ANNEX 4: AB ACCREDITATION CERTIFICATE

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INTRODUCTION

The accreditation certificate issued to the Certification Body shall be based on the requirements of this Annex.

The content of the certificate shall match the requirements in this Annex, but the layout of the certificate is at the discretion of the AB.

ISO standards referenced as normative documents shall refer to the latest versions linked to the Version of the Scheme.

The scope of accreditation is given below:

Normative documents	Certification scheme
ISO 22000, ISO 22002-100, ISO 22002-1, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and categories: Cluster Primary Production - Category B, Farming or handling of plants BIII: Pre-process handling of plant products. Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022
ISO 22000, ISO 22002-100, ISO 22002-1, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following clusters and categories: Cluster Processing food for humans and animals - Category C, Food, ingredient, and pet food processing C0: Animal – primary conversion CI: Processing of perishable animal products CII: Processing of perishable plant-based products CIII: Processing of perishable animal and plant - Products (mixed products) CIV: Processing of ambient stable products Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.
ISO 22000, ISO 22002-100, ISO 22002-6, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and categories: Cluster Processing food for humans and animals - Category D, Feed, and animal food processing Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.
ISO 22000, ISO 22002-100, ISO 22002-2, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and category: Cluster Catering/food service - Category E, Catering/food service Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.
ISO 22000, ISO 22002-100, ISO 22002-7, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and category: Cluster Retail, transport, and storage - Category F, Trading, retail, and e-commerce FI: Retail / Wholesale Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.
ISO 22000, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and category: Cluster Retail, transport, and storage - Category F, Trading, retail, and e-commerce FII: Brokering / trading

Normative documents	Certification scheme
	Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.
ISO 22000, ISO 22002-100, ISO 22002-5, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and categories: Cluster Retail, transport, and storage - Category G, Transport, and storage services Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.
ISO 22000, ISO 22002-100, ISO 22002-4, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and category: Cluster Packaging Material - Category I, Production of packaging material Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.
ISO 22000, ISO 22002-100, ISO 22002-1, Additional FSSC 22000 requirements	FSSC 22000 Version 7 for the following cluster and category: Cluster Bio/chemical - Category K, Chemical and bio-chemical Food Safety Management System accreditation granted in accordance with ISO/IEC 17021-1:2015 and ISO 22003-1:2022.

FSSC 22000

FSSC 22000

ANNEX 5: CB REQUIREMENTS FOR THE USE OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

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May 2026

CONTENTS

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1. PURPOSE

This Annex describes the requirements for the use of Information and Communication Technology (ICT) by Certification Bodies linked to FSSC 22000 audit activities.

2. SCOPE

The scope of this document covers the following:

- Conducting FSSC 22000 audits using Information and Communication Technology (ICT)
- CB Auditor requirements and activities

ICT is the use of technology for gathering, storing, retrieving, processing, analyzing, and transmitting information. It includes software and hardware such as smartphones, handheld devices, laptop computers, desktop computers, drones, video cameras, wearable technology, artificial intelligence, and others. The use of ICT may be appropriate for auditing/assessment both locally and remotely.

As technology evolves and time constraints on businesses increase, there is a need to consider alternative methods of delivering auditing activities while still achieving the audit objectives and ensuring a robust audit process.

The IAF Mandatory Document (MD) 4 for the *Use of Information and Communication Technology (ICT) for Auditing/Assessment Purposes* (latest version) shall be used by CBs as a normative document in conjunction with the requirements as set out in this Annex.

3. CONDUCTING AUDITS USING ICT

The standard method for conducting FSSC 22000 audits is via full on-site audits as described in Part 3 of the scheme. An alternative, voluntary option can now be applied where the criteria are met, by delivering the FSSC 22000 audit as a split process utilizing ICT. This is referred to as the ICT audit approach, which is voluntary and shall be mutually agreed upon between the CB and the certified organization prior to the audit.

The ICT audit approach consists of two (2) components, which should be delivered in the following order:

Step 1: Remote audit component consisting of a document review and interviews with key personnel using ICT.

Step 2: On-site audit component focusing on the implementation and verification of the FSMS (including HACCP), PRPs, the physical inspection of the production process, and any remaining requirements not covered during the remote audit.

Although it is preferred to conduct the remote audit component first, it is possible to reverse the sequence and start with the onsite audit component. Where the sequence is reversed, the auditor may be required to (re)verify a product/process activity onsite, based on the outcome of the remote audit component, which could result in the auditor needing to return to the site to verify this activity. In this case, the CB and the organization shall accept this risk in writing prior to the

delivery of the ICT Audit Approach Audit in this order. Where the auditor needs to return onsite for the verification activity, this is still considered to be part of the regular audit and must be completed within the overall 30-day timeframe. The audit is not considered to be complete until all components have been delivered.

The audit components (remote + onsite) may also be delivered at the same time when an audit team is utilized.

During the **remote audit**, assessment activities are performed from a location other than the physical location of the audited organization, while during the **on-site audit**, assessment activities are performed at the physical location of the audited organization.

The CB shall conduct a feasibility assessment to determine, in conjunction with the certified organization, whether the ICT audit approach is a viable option. The CB shall have documented procedures, including criteria for assessing and approving the ICT Audit Approach. This feasibility assessment shall be conducted and documented prior to the audit, taking into consideration the members of the audit team and the audited organization.

The following shall be considered when conducting the feasibility assessment:

a) Maturity of the certified organization's FSMS and performance history;
b) Whether the certified organization permits and accommodates remote audit activity (i.e., availability of records in electronic format or document reader), including data protection and security measures;
c) The ICT tools to be utilized;
d) Whether the certified organization and/or the CB have representatives capable of communicating in the same language;
e) Whether the CB and the certified organization have the capability and ability to conduct the remote audit in the chosen medium/forum of the remote audit; and
f) Impact on audit duration and audit planning e.g. where more time might be required due to the use of ICT.

4. GENERAL PRINCIPLES

a) If the ICT audit approach is deemed to be a viable option, ICT means to be used shall be tested with the certified organization before the planned remote audit to confirm that the ICT is appropriate, suitable, and effective. Feasibility also depends on the online connection quality. A weak bandwidth or limited hardware capability may slow the process to the point of inefficiency.
b) Suitable support/training shall be provided on the use of ICT to the auditor and any other members of the audit team, prior to the remote audit. Records of these trainings shall be kept by the CB and uploaded on the auditor's register on the Assurance Platform.
c) The requirements of IAF MD4 shall be followed. This mandatory document defines the rules that Certification Bodies and their auditors shall follow to ensure that ICT is used to optimize the efficiency and effectiveness of the audit/assessment, while supporting and maintaining the integrity of the audit process.
d) The CB shall include the requirements of IAF MD4 in their procedures for the use of ICT and personnel competence.
e) Data security and confidentiality: to prepare for the use of ICT, all certification legal and customer requirements related to confidentiality, security and data protection should be identified and actions taken to ensure their effective implementation. This implies that

both the auditor and the auditee agree to the use of ICT and with the measures taken to fulfil these requirements.

f) Both the remote audit and the on-site audit shall be conducted by an FSSC 22000 qualified auditor(s). The audit team shall have the combined competence for the food chain (sub)categories and sub(sub)categories supporting the scope of the audit. The auditor delivering the onsite component of the audit, as well as any product/process-related activities (evaluating the product/process activities, HACCP studies, etc.) shall hold the competence for the food chain (sub)categories and sub(sub)categories, linked to the scope of the audit.

g) The remote audit component will typically be 0.5 - 1 day and the on-site verification audit the remainder of the total duration of the regular annual audit. The on-site audit component cannot be less than 1 day and shall at least be 50% of the total audit duration. When determining the amount of time spent on-site and remotely, the outcome of the feasibility assessment and the historical performance of the organization (including complaints and recalls) shall be taken into consideration. For example, if the feasibility assessment demonstrated that a remote audit is possible, but the historical performance of the organization has been of concern, then the proportion of time spent on-site is expected to be increased.

h) The total audit duration based on the calculation in Part 3 of the Scheme rules shall be met between the remote audit component and the on-site audit component. Where rounding is applied, durations shall be rounded upwards to the nearest quarter day taking into account that additional time might be required to conduct the remote audit component. Total audit duration does not include preparation activities or reporting, and additional time is required for these activities as defined in Part 3 of the Scheme.

i) When compiling the audit plan for the remote audit component, consideration should be given to appropriate durations and allow for more frequent breaks to enhance attention and reduce eye strain. These breaks cannot be counted towards audit duration.

j) If time is consumed on issues such as network downtime, unexpected interruptions or delays, accessibility problems, or other ICT challenges, this time shall not be counted towards audit duration. Provisions for ensuring audit duration must be established.

k) It is recommended that the remote and the on-site audit components take place as close together as possible, but in all cases the maximum timeline for completion of the audit (remote + on-site) shall not exceed 30 calendar days.

l) As an exception, and only in the case of serious events as defined by the Scheme, the timeline for completion of the audit may be extended to a maximum of 90 calendar days, based on a clear and documented concession process and risk assessment by the CB. The risk assessment shall consider the elements in section 3 of IAF Information Document (ID) 3 *Management of Extraordinary Events or Circumstances Affecting ABs, CABs and Certified Organizations* as a minimum. The extension is only allowed where the efficiency and integrity of the audit will not be compromised. Where concessions are granted by the CB and the 90-day timeline is applied, the risk assessment shall be uploaded to the Assurance Platform as part of the audit documentation.

m) In all instances where the ICT utilized is not functioning properly or preventing/hampering a robust audit, the audit shall be aborted, and suitable follow-up actions determined.

n) Where a serious event occurs after an ICT audit approach audit has commenced, and the audit needs to be converted to a full remote audit, the CB shall apply for an exemption with the Foundation. In the case an exemption is granted, the CB shall follow the requirements of the Full Remote Audit Addendum, including conducting a risk assessment (refer to Part 3, Section 5.10 of the Scheme) and is required to undertake a further feasibility assessment to ensure the ICT is suitable to deliver the full remote audit, including auditing of the production processes.

4.1 APPLICABILITY

The ICT audit approach may be applied in the case of the regular, annual FSSC 22000 audits (surveillance and recertification audits) as part of the routine certification process and is additional to Part 3 of the Scheme.

The use of ICT may only be applied to Stage 1 audits in exceptional circumstances or events as described below, and for Head Office audits where the corporate functions are controlled separately.

In the year where an unannounced audit is due, the ICT audit approach outlined in this Annex may be used, whilst still applying the requirements of Part 3, section 5.4 of the Scheme. The prerequisite would be that the on-site component of the audit shall be conducted first, followed directly by the remote audit component with a maximum period of 48 hours between the two audit components.

4.1.1 INITIAL AUDITS

Only in exceptional circumstances or events, all or part of stage 1 can take place off-site or remotely through the use of ICT and shall be fully justified (ISO 22003-1:2022, cl. 9.3.5). The objectives of the Stage 1 audit as per ISO17021-1 (9.3.1.2.2) shall be met, and to this end, ICT (i.e. live video) shall be included to also observe the production processes, work environment and facilities. The Stage 1 audit report shall reference that the audit was completed remotely, which ICT tools were used, and include confirmation that the objectives were achieved.

The Stage 2 audit shall be conducted as a full on-site audit within 6 months of the Stage 1, or the Stage 1 shall be repeated. It is not permitted to use the ICT audit approach for the Stage 2 audit.

4.1.2 SURVEILLANCE AUDITS

Annual surveillance audits may be conducted using the ICT audit approach. The full audit (remote + on-site) shall be completed within the calendar year.

Where the ICT audit approach is applied to the first surveillance audit following an initial certification, the process shall be planned to ensure that the full audit (remote + on-site) takes place before or not later than 12 months after the date of certification decision for the initial audit. Where the full audit has not been delivered within the 12 months, the certificate shall be suspended.

4.1.3 RECERTIFICATION AUDITS

The recertification audit may be conducted using the ICT audit approach. The remote audit component combined with the on-site audit component constitutes a complete recertification audit and both components shall be completed prior to the expiry of the existing certificate. The requirements in ISO/IEC 17021-1: 2015 – 9.6.3.2 apply.

4.2 AUDIT PROCESS

The audit (remote + on-site) shall be conducted by qualified FSSC 22000 auditor/s meeting the competency requirements linked to the scope of certification. In all instances, the on-site audit shall be conducted by an FSSC 22000 qualified lead auditor with the (sub)category and sub(sub)categories linked to the scope of certification. When the remote and onsite components are delivered at different times by different auditors, the CB shall have a proper handover/communication process in place.

4.2.1 REMOTE AUDIT COMPONENT

The remote audit component shall include a document review and interviews with key personnel.

The following are examples of what may be included as part of the document review undertaken during the remote audit component:

- Document/procedure reviews;
- Key changes since the last audit (where applicable);
- Product recalls and significant complaints;
- Status with regard to FSMS objectives and key process performance, management review and internal audits;

4.2.2 ON-SITE AUDIT COMPONENT

The on-site audit component serves as the verification audit for Food Safety Management System (FSMS) implementation with a focus on the production processes and environment, as well as the remainder of the clauses not covered as part of the remote audit component.

The on-site audit component shall include as a minimum inspection/physical verification of PRPs, the traceability test, and implementation of the FSMS. The latter includes, but is not limited to, the HACCP system, for example, the effective operation of PRPs, verification of the process flow diagram, OPRP, and CCP monitoring and verification. It might be necessary to review parts of the remote audit again to ensure the implementation of requirements.

All the requirements of the Scheme shall be covered between the remote audit and the on-site audit components and be clearly reflected in the audit plans, audit program, and the final audit report.

4.2.3 NONCONFORMITY MANAGEMENT

Any nonconformities identified during the audit (remote and on-site) shall be addressed in line with the Scheme requirements, including grading and timelines, and recorded on the NC report (refer to Annex 2).

i. Where the audit (remote + on-site) is completed within 30 calendar days, one nonconformity report is completed, and the timeline for nonconformity closure starts at the end of the last audit component. Any nonconformities identified during the course of the audit shall be communicated to the organization in a timely manner. The CB may opt to provide a provisional NC report to the organization at the end of the first audit component delivered.

ii. In the case of a serious event and where the 30 calendar days for audit completion is exceeded (refer to the exception in 3.1(l)), any non-conformities identified as part of the first audit component shall be recorded, and a copy of the nonconformity report left with the certified organization at the end of the first audit component. The timeline for closure of these nonconformities starts at the end of the first audit component. The NC report produced following the last audit component shall contain an overview of all the nonconformities raised, including the nonconformities raised at the first audit component, to provide a consolidated record. The timeline for the closure of NCs identified at the last audit component starts at the end of the last audit component.

iii. Where a critical nonconformity is identified at any time during the audit (remote or on-site), the certificate shall be suspended, and a full new on-site audit will be required to lift the suspension within 6 months.

ICT tools may be used to close out minor and/or major non-conformities, depending on the nature of the nonconformity and the reliability of the ICT. The CB shall be able to demonstrate that the methods used are suitable for the resulting action. Critical nonconformities require an on-site follow-up audit in all instances.

4.2.4 AUDIT REPORT

One audit report is produced covering both the remote and the on-site audit components. The audit report shall clearly identify the extent to which any ICT has been used in carrying out the audit and the effectiveness of ICT in achieving the audit objectives. The audit report shall include all summarized information, findings, and nonconformity details of both the remote and on-site audit components, covering all Scheme normative requirements and meeting the requirements as set out in Annex 2 of the Scheme. The report shall also reference the dates and the duration of the on-site and remote audits components, and the auditor/s involved in both components.

The full audit pack, consisting of the remote and the on-site audit documentation, shall be uploaded to the Assurance Platform within 2 months of the last day of the full audit. Instructions will be provided separately by the Foundation on the process and requirements for uploading audit information and nonconformities in the Assurance Platform.

The certification audit is only concluded once both the remote and the on-site components have been successfully completed. Following completion of the full audit (remote & onsite components) and a positive certification decision by the CB, the audit process is complete and where applicable a new certificate may be issued.

5. AUDIT TEAM

5.1 WITNESSING OF AUDITORS

Where appropriate ICT tools are available, this technology may also be utilized for the remote witnessing of existing qualified FSSC 22000 auditors as part of the maintenance of competency requirements (3 yearly witness audit) and the requalification process.

The same applies to already qualified FSSC 22000 auditors moving to another CB. Where the new CB deems the remote witnessing to be sufficiently robust, the new CB may use a remote witness audit to approve the FSSC 22000 auditor. Remote witnessing is not allowed for initial auditor approval of FSSC 22000 (auditors new to FSSC 22000).

In all cases where remote ICT tools are used, the CB needs to ensure that the technology is appropriate and enables the witnessor to observe the full FSSC 22000 certification audit, including the opening meeting, document review, on-site facility audit, and the closing meeting. It needs to be clearly reflected in the witness audit report that the witness was conducted remotely and which remote technology was used. Permission will be required from the certified organization to conduct the witness audit in this manner, and the normal confidentiality requirements apply. The technology needs to be tested beforehand, and the witnessor and the auditor trained in the use of the technology as required in IAF MD4. In all instances where the technology utilized is not functioning properly or preventing/hampering a robust audit, the witness audit shall be aborted, and suitable follow-up actions determined by the CB.

5.2 USE OF TECHNICAL EXPERTS

Technical experts are permitted to join the audit remotely using ICT tools, if the CB has determined that ICT tools are appropriate and sufficient to meet the audit objectives and the certified organization agrees to the remote audit activity. The technology needs to be tested beforehand and the technical expert and the auditor shall be trained in the use of the technology as required by IAF MD4. In all instances where the technology utilized is not functioning properly or preventing/hampering a robust audit, the CB shall make alternative arrangements to ensure the full audit process can be completed or the audit shall be aborted.