



# FSSC 22000

## 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						
<b>Date of suspension: DD/MM/YYYY</b>						
<b>Follow-up Audit</b>						
<b>Date of follow-up audit: DD/MM/YYYY</b>						
<b>Objective Evidence reviewed to close out the NC:</b> Provide detail of evidence reviewed to address and close out the NC.						
<b>Result of Follow-up audit:</b>				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							
<b>Onsite close out:</b>		Yes/No	<b>Follow-up onsite audit date (where applicable)</b>		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		
<b>4</b>	<b>Context of the organization</b>					
4.1	Understanding the organization and its context	<input type="checkbox"/>	<input type="checkbox"/>			
4.2	Understanding the needs and expectations of interested parties	<input type="checkbox"/>	<input type="checkbox"/>			
4.3	Determining the scope of the food safety management system	<input type="checkbox"/>	<input type="checkbox"/>			
4.4	Food safety management system	<input type="checkbox"/>	<input type="checkbox"/>			

**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		
<b>5</b>	<b>Leadership</b>					
5.1	Leadership and commitment	<input type="checkbox"/>	<input type="checkbox"/>			
5.2	Policy	<input type="checkbox"/>	<input type="checkbox"/>			
5.2.1	Establishing the food safety policy	<input type="checkbox"/>	<input type="checkbox"/>			

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

**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		
<b>6</b>	<b>Planning</b>					
6.1	Actions to address risks and opportunities	<input type="checkbox"/>	<input type="checkbox"/>			
6.1.1	When planning for the FSMS, the organization shall consider the issues referred to in 4.1 and the	<input type="checkbox"/>	<input type="checkbox"/>			

	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)	<input type="checkbox"/>	<input type="checkbox"/>			
6.1.3	The actions taken by the organization to address risks and opportunities shall be proportionate to: a) - c)	<input type="checkbox"/>	<input type="checkbox"/>			
6.2	Objectives of the food safety management system and planning to achieve them	<input type="checkbox"/>	<input type="checkbox"/>			
6.2.1	The organization shall establish objectives for the FSMS at relevant functions and levels. The objectives of the FSMS shall: a) - f)	<input type="checkbox"/>	<input type="checkbox"/>			
6.2.2	When planning how to achieve its objectives for the FSMS, the organization shall determine: a) - e)	<input type="checkbox"/>	<input type="checkbox"/>			
6.3	Planning of changes	<input type="checkbox"/>	<input type="checkbox"/>			

**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		
<b>7</b>	<b>Support</b>					
7.1	Resources	<input type="checkbox"/>	<input type="checkbox"/>			
7.1.1	General	<input type="checkbox"/>	<input type="checkbox"/>			
7.1.2	People	<input type="checkbox"/>	<input type="checkbox"/>			
7.1.3	Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>			
7.1.4	Work environment	<input type="checkbox"/>	<input type="checkbox"/>			

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

**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		
<b>8</b>	<b>Operation</b>					
<b>8.1</b>	Operational planning and control	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.2</b>	Prerequisite programs (PRPs)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.2.1</b>	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	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.2.2</b>	The PRPs shall be: a) - d)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.2.3</b>	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)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.2.4</b>	When establishing PRPs the organization shall consider: a) - l)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.3</b>	Traceability system	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.4</b>	Emergency preparedness and response	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.4.1</b>	General	<input type="checkbox"/>	<input type="checkbox"/>			

<b>8.4.2</b>	Handling of emergencies and incidents	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5</b>	Hazard control	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1</b>	Preliminary steps to enable hazard analysis	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.1</b>	General	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.2</b>	Characteristics of raw materials, ingredients, and product contact materials	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.3</b>	Characteristics of end products	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.4</b>	Intended use	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.5</b>	Flow diagrams and description of processes	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.5.1</b>	Preparation of the flow diagrams	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.5.2</b>	On-site confirmation of the flow diagrams	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.1.5.3</b>	Description of processes and process environment	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2</b>	Hazard analysis	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.1</b>	General	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.2</b>	Hazard identification and determination of acceptable levels	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.2.1</b>	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)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.2.2</b>	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	<input type="checkbox"/>	<input type="checkbox"/>			

	hazards, the organization shall consider: a) - c)					
<b>8.5.2.2.3</b>	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)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.3</b>	Hazard assessment	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.4</b>	Selection and categorization of control measure(s)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.4.1</b>	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	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.2.4.2</b>	In addition, for each control measure, the systematic approach shall include an assessment of the feasibility of: a) - c)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.3</b>	Validation of control measure(s) and combination of control measures	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.4</b>	Hazard control plan (HACCP/OPRP plan)	<input type="checkbox"/>	<input type="checkbox"/>		<i>The relevant sub-clauses may be indicated as N/A where there are no CCP(s) or OPRP(s) and justification shall be recorded.</i>	
<b>8.5.4.1</b>	General	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.4.2</b>	Determination of critical limits and action criteria	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.4.3</b>	Monitoring systems at CCPs and for OPRPs	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.5.4.4</b>	Actions when critical limits or action criteria are not met	<input type="checkbox"/>	<input type="checkbox"/>			

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

<b>8.9.4.3</b>	Disposition of nonconforming products	<input type="checkbox"/>	<input type="checkbox"/>			
<b>8.9.5</b>	Withdrawal/recall	<input type="checkbox"/>	<input type="checkbox"/>			

**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.

<b>Auditor verification of CCP(s) and OPRP(s)*</b>			
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		
<b>9</b>	<b>Performance evaluation</b>					
<b>9.1</b>	Monitoring, measuring, analysis and evaluation	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.1.1</b>	General	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.1.2</b>	Analysis and evaluation	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.2</b>	Internal audit	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.2.1</b>	The organization shall conduct internal audits at planned intervals to provide information on whether the FSMS conforms to: a) - b)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.2.2</b>	The organization shall a) - g)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.3</b>	Management review	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.3.1</b>	General	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.3.2</b>	Management review input	<input type="checkbox"/>	<input type="checkbox"/>			
<b>9.3.3</b>	Management review output	<input type="checkbox"/>	<input type="checkbox"/>			

**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		
<b>10</b>	<b>Improvement</b>					
<b>10.1</b>	Nonconformity and corrective action	<input type="checkbox"/>	<input type="checkbox"/>			
<b>10.1.1</b>	When a nonconformity occurs, the organization shall: a) - e)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>10.1.2</b>	The organization shall retain documented information as evidence of: a) - b)	<input type="checkbox"/>	<input type="checkbox"/>			
<b>10.2</b>	Continual improvement	<input type="checkbox"/>	<input type="checkbox"/>			
<b>10.3</b>	Update of the food management system	<input type="checkbox"/>	<input type="checkbox"/>			

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>4</b>	<b>Construction and layout of buildings</b>						
4.1	Boundaries of the site/facilities	<input type="checkbox"/>	<input type="checkbox"/>				
4.2	Environment	<input type="checkbox"/>	<input type="checkbox"/>				
4.3	Construction and layout	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>5</b>	<b>Design and layout of facilities and workspaces</b>						
5.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
5.2	Internal structures and fittings	<input type="checkbox"/>	<input type="checkbox"/>				
5.3	Location of equipment	<input type="checkbox"/>	<input type="checkbox"/>				
5.4	Storage of food, packaging materials, ingredients, and chemicals	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>6</b>	<b>Utilities</b>						
6.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
6.2	Water, ice and steam	<input type="checkbox"/>	<input type="checkbox"/>				
6.3	Air and ventilation	<input type="checkbox"/>	<input type="checkbox"/>				
6.4	Compressed air and other gases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
6.5	Light	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>7</b>	<b>Pest control</b>						
7.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
7.2	Pest control programmes	<input type="checkbox"/>	<input type="checkbox"/>				
7.3	Preventing access	<input type="checkbox"/>	<input type="checkbox"/>				
7.4	Harbourage and infestations	<input type="checkbox"/>	<input type="checkbox"/>				

7.5	Monitoring and detection	<input type="checkbox"/>	<input type="checkbox"/>				
7.6	Control and eradication	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>8</b>	<b>Waste, FLW management and recycling</b>						
8.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
8.2	Recycling and/or reuse of materials	<input type="checkbox"/>	<input type="checkbox"/>				
8.3	Waste containers	<input type="checkbox"/>	<input type="checkbox"/>				

**Summary:**

*Provide an overview of the waste management system in place which meets the requirements, and if any hazardous substances have to 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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>9</b>	<b>Equipment suitability and maintenance</b>						
9.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
9.2	Equipment capability	<input type="checkbox"/>	<input type="checkbox"/>				
9.3	Maintenance	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>10</b>	<b>Management of purchased materials</b>						
10.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
10.2	Selection and management of suppliers	<input type="checkbox"/>	<input type="checkbox"/>				
10.3	Incoming materials	<input type="checkbox"/>	<input type="checkbox"/>				
<p><b>Summary:</b></p> <p><i>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.</i></p> <p><i>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.</i></p>							
ISO 22002-100:2025		Conform			Grade	If No – detail NC	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>11</b>	<b>Storage, including warehousing, and transport</b>						
11.1	Storage and warehousing	<input type="checkbox"/>	<input type="checkbox"/>				
11.2	Dispatch	<input type="checkbox"/>	<input type="checkbox"/>				
11.3	Transport	<input type="checkbox"/>	<input type="checkbox"/>				
<p><b>Summary:</b></p> <p><i>Provide an overview of warehousing activities on the site and how requirements in the standard are met, including FIFO, FEFO, temperature &amp; 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.</i></p> <p><i>Detail areas for waste materials, chemicals and nonconforming material.</i></p> <p><i>Comment on how the organization meets the dispatch requirements.</i></p> <p><i>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.</i></p>							
ISO 22002-100:2025		Conform			Grade	If No – detail NC	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>12</b>	<b>Measures for prevention of contamination</b>						
12	Measures for prevention of contamination	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>13</b>	<b>Cleaning and disinfection</b>						
13.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
13.2	Cleaning agents and tools	<input type="checkbox"/>	<input type="checkbox"/>				
13.3	Cleaning and disinfection programmes	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>14</b>	<b>Personal hygiene and employee facilities</b>						
14.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
14.2	Hygiene facilities	<input type="checkbox"/>	<input type="checkbox"/>				
14.3	Designated eating areas	<input type="checkbox"/>	<input type="checkbox"/>				
14.4	Workwear and protective clothing	<input type="checkbox"/>	<input type="checkbox"/>				
14.5	Health status	<input type="checkbox"/>	<input type="checkbox"/>				
14.6	Personnel cleanliness	<input type="checkbox"/>	<input type="checkbox"/>				
14.7	Personnel behaviour	<input type="checkbox"/>	<input type="checkbox"/>				
14.8	Visitors and external providers	<input type="checkbox"/>	<input type="checkbox"/>				

**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/launched (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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>15</b>	<b>Product and consumer information</b>						
15	Product and consumer information	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>16</b>	<b>Food defence and food fraud</b>						
16.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
16.2	Food defence	<input type="checkbox"/>	<input type="checkbox"/>				
16.3	Food fraud prevention	<input type="checkbox"/>	<input type="checkbox"/>				

**Summary:**

**Food defence:** 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 defence and food fraud mitigation.

## ISO 22002-1:2025 - FOOD MANUFACTURING

ISO 22002-1:2025		Conform			Grade	If No – detail NC	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>4</b>	<b>Construction and layout of buildings</b>						
4.3	Construction and layout	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>6</b>	<b>Utilities</b>						
6.2	Water, ice and steam	<input type="checkbox"/>	<input type="checkbox"/>				
6.6	Boiler chemicals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>10</b>	<b>Management of purchased materials</b>						
10	Management of purchased materials	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>12</b>	<b>Measures for prevention of contamination</b>						
12.2	Microbiological contamination	<input type="checkbox"/>	<input type="checkbox"/>				
12.3	Allergen control	<input type="checkbox"/>	<input type="checkbox"/>				
12.4	Physical contamination	<input type="checkbox"/>	<input type="checkbox"/>				
12.5	Chemical contamination	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>13</b>	<b>Cleaning and disinfection</b>						
13.3	Cleaning and disinfection programmes	<input type="checkbox"/>	<input type="checkbox"/>				
13.4	Cleaning in place (CIP) systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

**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	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>17</b>	<b>Rework</b>						
17.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
17.2	Storage, identification and traceability	<input type="checkbox"/>	<input type="checkbox"/>				
17.3	Rework usage	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>6</b>	<b>Utilities</b>						
6.2	Water, ice and steam	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>8</b>	<b>Waste, FLW management and recycling</b>						
8.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
8.3	Waste containers	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>9</b>	<b>Equipment suitability and maintenance</b>						
<b>9.1</b>	General	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b> <i>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.</i>							
ISO 22002-2:2025		Conform			Grade	If No – detail NC	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>10</b>	<b>Management of purchased materials</b>						
<b>10</b>	Management of purchased materials	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b> <i>Detail the measures taken to prevent contamination of semi-prepared and prepared food when incoming goods/materials are being received.</i>							
ISO 22002-2:2025		Conform			Grade	If No – detail NC	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>12</b>	<b>Measures for prevention of contamination</b>						
<b>12.2</b>	Allergen control	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b> <i>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.</i> <i>Detail measures implemented to protect products from contamination including cleaning, segregation, use of dedicated protective clothing/tools/equipment, as applicable.</i> <i>Where catering organizations offer special meal requests e.g., gluten-free meals, detail the process in place to address allergen control in meal preparations.</i> <i>**Reference may be made to the FSSC additional requirements for allergen management to avoid duplication.</i>							
ISO 22002-2:2025		Conform			Grade	If No – detail NC	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>14</b>	<b>Personal hygiene and employee facilities</b>						
<b>14.6</b>	Personnel cleanliness	<input type="checkbox"/>	<input type="checkbox"/>				

<b>14.7</b>	Personnel behaviour	<input type="checkbox"/>	<input type="checkbox"/>				
<p><b>Summary:</b></p> <p><i>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.</i></p> <p><i>Confirm that clothes, personal belongings, office materials, tools, etc. have not been stored in food storage or handling areas.</i></p>							
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		
<b>17</b>	<b>Preparation</b>						
<b>17</b>	Preparation	<input type="checkbox"/>	<input type="checkbox"/>				
<p><b>Summary:</b></p> <p><i>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.</i></p>							

### 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		
<b>10</b>	<b>Management of purchased materials</b>						
<b>10</b>	Management of purchased materials	<input type="checkbox"/>	<input type="checkbox"/>				
<p><b>Summary:</b></p> <p><i>Where tamper-evident seals are used, confirm that the organization has verified conformance to relevant customer or regulatory requirements.</i></p> <p><i>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.</i></p> <p><i>Detail the procedure in place to prevent unintended use of non-conforming raw materials and that it has been adhered to.</i></p> <p><i>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.</i></p>							
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		
<b>12</b>	<b>Measures for prevention of contamination</b>						
<b>12.2</b>	Chemical contamination	<input type="checkbox"/>	<input type="checkbox"/>				
<b>12.3</b>	Physical contamination	<input type="checkbox"/>	<input type="checkbox"/>				

<b>12.4</b>	Migration	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b>							
<p><i>Chemical contamination:</i> 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.</p> <p><i>Physical contamination:</i> 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 “sharp”. 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.</p> <p><i>**Reference may be made to the FSSC additional requirements for foreign matter management to avoid duplication.</i></p> <p><i>Migration:</i> 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.</p>							
<b>ISO 22002-4:2025</b>		<b>Conform</b>			<b>Grade</b>	<b>If No – detail NC</b>	<b>NC #</b>
<b>Clause</b>	<b>Requirement</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	Minor/Major/ Critical	<b>If N/A – provide justification</b>	
<b>17</b>	<b>Rework usage</b>						
<b>17</b>	Rework usage	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b>							
<p>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.</p>							

### ISO 22002-5:2025 - TRANSPORT AND STORAGE

<b>ISO 22002-5:2025</b>		<b>Conform</b>			<b>Grade</b>	<b>If No – detail NC</b>	<b>NC #</b>
<b>Clause</b>	<b>Requirement</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	Minor/Major/ Critical	<b>If N/A – provide justification</b>	
<b>17</b>	<b>Transport and Storage - Additional requirements</b>						
<b>17.1</b>	Categorization	<input type="checkbox"/>	<input type="checkbox"/>				
<b>17.2</b>	Controlled conditions	<input type="checkbox"/>	<input type="checkbox"/>				
<b>17.3</b>	Goods identification	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b>							
<p>Detail the <u>categorization</u> 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.</p>							

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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>5</b>	<b>Design and layout of facilities and workspaces</b>						
5.4	Storage of food, packaging materials, ingredients, and chemicals	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>12</b>	<b>Measures for prevention of contamination</b>						
12	Measures for prevention of contamination	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>15</b>	<b>Product and consumer information</b>						
15	Product and consumer information	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b> <i>Confirm that medications present in the feed and animal food have been declared on the product label and/or the accompanying documentation.</i>							
ISO 22002-6:2025		Conform			Grade	If No – detail NC	NC#
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>17</b>	<b>Rework</b>						
17	Rework	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b> <i>Detail how rework containing medication(s) has been managed to avoid compromising feed safety.</i>							

### ISO 22002-7:2025 - RETAIL AND WHOLESALE

ISO 22002-7:2025		Conform			Grade	If No – detail NC	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>12</b>	<b>Measures for prevention of contamination</b>						
12.2	Microbiological contamination	<input type="checkbox"/>	<input type="checkbox"/>				
12.3	Allergen control	<input type="checkbox"/>	<input type="checkbox"/>				
12.4	Physical contamination	<input type="checkbox"/>	<input type="checkbox"/>				
12.5	Chemical contamination	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Summary:</b> <p><u>Microbiological contamination:</u> <i>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.</i></p> <p><u>Allergen control:</u> <i>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.</i></p>							

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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>17</b>	<b>Rework</b>						
17.1	General	<input type="checkbox"/>	<input type="checkbox"/>				
17.2	Storage, identification and traceability	<input type="checkbox"/>	<input type="checkbox"/>				
17.3	Rework usage	<input type="checkbox"/>	<input type="checkbox"/>				

**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	NC #
Clause	Requirement	Yes	No	N/A	Minor/Major/ Critical	If N/A – provide justification	
<b>18</b>	<b>Display</b>						
18	Display	<input type="checkbox"/>	<input type="checkbox"/>				

**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)	<input type="checkbox"/>	<input type="checkbox"/>			<i>Ensure the NC is raised to the most specific clause e.g., 2.5.1 (a).</i>	

**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)	<input type="checkbox"/>	<input type="checkbox"/>			<i>Ensure the NC is raised to the most specific clause e.g., 2.5.2 (a).</i>	

**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)	<input type="checkbox"/>	<input type="checkbox"/>			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)	<input type="checkbox"/>	<input type="checkbox"/>			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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		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)	<input type="checkbox"/>	<input type="checkbox"/>			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)	<input type="checkbox"/>	<input type="checkbox"/>			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)	<input type="checkbox"/>	<input type="checkbox"/>			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 FI)	<input type="checkbox"/>	<input type="checkbox"/>			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 FI: 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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		This clause may only be indicated as N/A for FCC FI.	

**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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<i>This clause may not be indicated as N/A for FCC C0.</i>	

**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 FI)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<i>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 FI.</i>	

**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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<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</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		
<b>2.5.17</b>	Communication requirements (All Food Chain Categories)	<input type="checkbox"/>	<input type="checkbox"/>			<i>Ensure the NC is raised to the most specific clause e.g., 2.5.17 (a).</i>	

**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		
<b>2.5.18</b>	Requirements for Organizations with Multi-site Certification (Food Chain (Sub)Category BIII, E, F & G)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<i>This clause may not be indicated as N/A for multi-site groups.</i>	
<b>2.5.18.1</b>	Central Function	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<i>Ensure the NC is raised to the most specific clause e.g., 2.5.18.1 (a).</i>	
<b>2.5.18.2</b>	Internal Audit Requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<i>Ensure the NC is raised to the most specific clause e.g., 2.5.18.2 (a).</i>	

**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.*