



FSSC 22000 Checklist

Requirements	Observations	In Compliance	
		Yes	No
<p>This checklist has been prepared to use as an initial gap analysis or as an internal audit checklist. For each of the following requirements, determine if your processes are in compliance with FSSC 22000 v4.1.</p> <p>Put the number code identified below in the Yes or No column; if you are doing an initial gap analysis, each “no” should be added to a task list for your implementation project. If you are performing an internal audit, each “no” should trigger a nonconformance report and corrective action. Put notes in the observation column to explain the findings.</p> <p>Use these codes: 1- No process in place to address requirements 2- Partially compliant process needs modifications 3- In compliance, process needs to be documented 4- In compliance and documented</p>			
<p>4. Food Safety Management System (FSMS)</p> <p>In this section, you will evaluate the scope of your current FSMS and determine how much of the system is documented.</p>			
<p>4.1 General Requirements</p> <p>Has the scope of the FSMS been identified?</p> <p>Is there a document that specifies the products, processes and production sites that are included in this FSMS?</p>			
<p>Has your organization:</p> <p>Established methods of controlling food safety hazards?</p> <p>Communicated safety information throughout the food chain?</p> <p>Communicated information about the FSMS throughout the</p>			

Audit Checklist, FSSC 22000 v4.1
Section 4: Food Safety Management System



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		Yes	No
<p>organization?</p> <p>Established a system for updating the FSMS?</p> <p>If you outsource processes, are they controlled by your organization?</p>			
<p>4.2 Documentation</p> <p>Does your current FSMS documentation include:</p> <p>A food safety policy?</p> <p>Documented Procedures?</p> <p>Records?</p> <p>Documentation to ensure effective development, implementation and updating of the FSMS?</p>			
<p>4.2.2 Control of Documents</p> <p>Is there a system in place to make sure that only approved, current documents are in use?</p> <p>Does it address:</p> <p>Approving documents before release?</p> <p>Updating documents?</p> <p>Identification of revision and approval?</p>			

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