



FSSC 22000 Certification Set Up Action Items

Initial Consultation and Planning

- **Action Item:** Schedule and conduct an initial consultation with key stakeholders.
- **Deliverable:** Project plan and timeline outlining the steps for achieving FSSC 22000 certification.

Gap Analysis

- **Action Item:** Perform a comprehensive gap analysis of current food safety practices and procedures.
- **Deliverable:** Gap analysis report identifying areas for improvement and recommendations for alignment with FSSC 22000 standards.

Documentation Development

- **Action Item:** Develop and customize essential documentation such as policies, procedures, and manuals.
- **Deliverable:** Complete set of FSSC 22000-compliant documentation, including updated food safety policies, procedures, and manuals.

Risk Assessment and Management

- **Action Item:** Conduct risk assessments to identify potential hazards and implement control measures.
- **Deliverable:** Risk assessment report with identified hazards, risk levels, and mitigation strategies.

Training and Awareness Programs

- **Action Item:** Design and deliver training sessions for staff on FSSC 22000 requirements and best practices.
- **Deliverable:** Training materials, including presentation slides, handouts, and a training completion report for all participants.

Internal Audits

- **Action Item:** Perform internal audits to evaluate compliance with FSSC 22000 standards and identify areas for improvement.
- **Deliverable:** Internal audit reports detailing findings, non-conformities, and corrective action recommendations.



Pre-Audit Assessment

- **Action Item:** Conduct a pre-audit assessment to simulate the official certification audit.
- **Deliverable:** Pre-audit assessment report highlighting areas of concern and providing a checklist for final preparations.

Corrective Action Plans

- **Action Item:** Develop and implement corrective action plans to address identified non-conformities.
- **Deliverable:** Corrective action plan document outlining specific actions, responsible parties, and timelines for resolution.

Certification Audit Preparation

- **Action Item:** Prepare for the official FSSC 22000 certification audit by addressing all identified issues and finalizing documentation.
- **Deliverable:** Finalized documentation and a readiness report ensuring all requirements are met for the certification audit.

Ongoing Support and Maintenance

- **Action Item:** Provide ongoing support to maintain FSSC 22000 certification and address any emerging issues.
- **Deliverable:** Monthly or quarterly support reports, including updates on compliance status and any necessary adjustments or improvements.

To avail of our professional services kindly contact hello@consultareinc.com or call 1-202-982-3002.