



Non-GMO Management System Software Services Action Items

Initial Needs Assessment:

Schedule a meeting with key stakeholders to discuss specific Non-GMO compliance needs and software requirements.

Gather input on desired features and functionalities for the management system.

Software Configuration:

Customize the Non-GMO Management System Software to align with your organization's processes and workflows.

Set up user accounts and permissions for team members based on their roles.

Supplier Database Creation:

Compile a list of approved Non-GMO suppliers, including verification documentation and audit histories.

Input supplier information into the software's database.

Document Management Setup:

Upload compliance-related documents (certification paperwork, labeling requirements, audit reports) into the software.

Organize documents in a way that ensures easy access and retrieval.

Ingredient Tracking Implementation:

Establish processes for tracking Non-GMO ingredients throughout the supply chain.

Input existing ingredient data into the system for monitoring.

Labeling Features Activation:

Configure the labeling automation tool to generate compliant product labels based on real-time ingredient data.

Review generated labels to ensure they meet FDA and USDA requirements.

Training Program Development:

Create training materials focused on using the Non-GMO Management System Software.

Schedule and conduct training sessions for relevant staff members.

Audit and Reporting Protocols:

Set up customizable audit checklists and reporting templates within the software.

Establish a schedule for conducting regular compliance audits using the system.



Ongoing Support Plan:

Designate a point of contact for software support and troubleshooting.

Set up a schedule for regular software updates and maintenance checks.

Feedback and Improvement Loop:

Create a system for collecting user feedback on software performance and usability.

Schedule periodic reviews to assess system effectiveness and make necessary adjustments.

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