

PrimusGFS - Checklist - v3.2

Auditees have the option to present combined HACCP and Preventive Control Systems, but auditors must report/score separately.
This module will always be applicable to all facility operations.

Module 6 - HACCP (Sections 6.01 to 6.03)
HACCP System Requirements

Section	Q #	Question	Total Points	Auditor Comments
Preliminary steps	6.01.01	Is there a team responsible for the HACCP program at the operation, with an assigned leader for the development, implementation and on-going maintenance of the HACCP system?	10	
Preliminary steps	6.01.02	Is there documented evidence that the HACCP team members have been trained on HACCP principles?	15	
Preliminary steps	6.01.03	Does a product description exist for the products produced?	10	
Preliminary steps	6.01.04	Has the process(es) been flow charted in sufficient detail to completely describe the process or product handling/processing steps?	10	
Preliminary steps	6.01.05	Is there documented evidence that the flow chart(s) has been verified on-site?	10	
Development of the HACCP Plan	6.02.01	Has a documented hazard analysis for the processes been conducted, showing the various types of hazards, their likelihood of occurrence, their associated severity and their control measures? **A ZERO POINT (NON-COMPLIANCE) DOWN SCORE IN THIS QUESTION RESULTS IN AUTOMATIC FAILURE OF THIS AUDIT.**	15	
Development of the HACCP Plan	6.02.02	Have CCP decisions been made with logical, documented justification and where CCPs are implemented in a specific processing step.	15	
Development of the HACCP Plan	6.02.03	Is the HACCP system reviewed when significant changes are made and at least once every 12 months?	10	
Development of the HACCP Plan	6.02.04	Have critical control point (CCP) processing steps been identified that eliminate or reduce food safety hazards to an acceptable level? Information gathering. If the answer is YES, continue with the next question. If the answer is NO, the rest of “Module 6 HACCP” is not applicable.	0	
Development of the HACCP Plan	6.02.05	Have CCP critical control limits been established and are they supported by relevant validation documentation?	15	

Development of the HACCP Plan	6.02.06	Have monitoring requirements and frequencies been determined and documented for the CCPs?	15	
Development of the HACCP Plan	6.02.07	Have specific responsibilities been assigned for the monitoring, recording and corrective action implementation of each CCP?	10	
Development of the HACCP Plan	6.02.08	Have standard operating procedures (SOPs) been created for the monitoring process(es) of the CCPs, which would include how to carry out the monitoring activities?	10	
Development of the HACCP Plan	6.02.09	Have corrective action procedures been established for the CCPs, including a detailed action plan for operators to follow if the critical control limits are not met (loss of control/deviation) and plans to adjust the process back into control?	15	
Development of the HACCP Plan	6.02.10	Have recording forms been developed for monitoring the CCPs?	15	
Development of the HACCP Plan	6.02.11	Have verification plans and schedules been developed for each CCP?	15	
Execution of the HACCP plan on the Plant Floor	6.03.01	Is there documented evidence that all plant workers have attended a HACCP training, including specific training for CCP operators?	10	
Execution of the HACCP plan on the Plant Floor	6.03.02	Do CCP operators understand basic HACCP principles and their role in monitoring CCPs?	10	
Execution of the HACCP plan on the Plant Floor	6.03.03	Are the CCP monitoring activities and frequencies in compliance with the HACCP Plan and CCP SOPs?	15	
Execution of the HACCP plan on the Plant Floor	6.03.04	Are CCP monitoring records signed off (or initialed) by the operator(s) who are carrying out and recording the CCP check?	15	
Execution of the HACCP plan on the Plant Floor	6.03.05	Are the CCP records reviewed and signed off by the quality control supervisor and/or management (second signatory)?	10	
Execution of the HACCP plan on the Plant Floor	6.03.06	Is there a deviation record detailing documented corrective actions when a deviation/loss of control of a CCP occurs (a critical control limit is exceeded)?	15	

Where laws, commodity specific guidelines and/or best practice recommendations exist and are derived from a reputable source, then these practices and parameters should be used. Audit users should allow a degree of risk association if laws, guidelines, best practices, etc., have not been documented.

Document Revision History		
Date	Rev.#	Description
1/19/21	0	Initial
8/30/21	1	Changes to question 6.02.03
12/30/21	2	No changes to module 6