

COVID-19: What you need to know in Food Safety

Tools and resources from BRCGS

Presented by: Jessica Burke & John Figgins

Featuring: Mark Proctor



A message from our CEO Mark Proctor



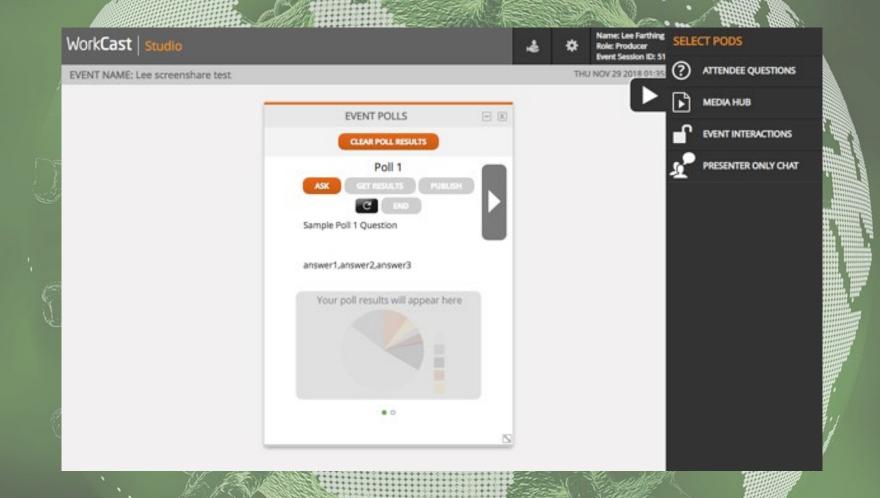


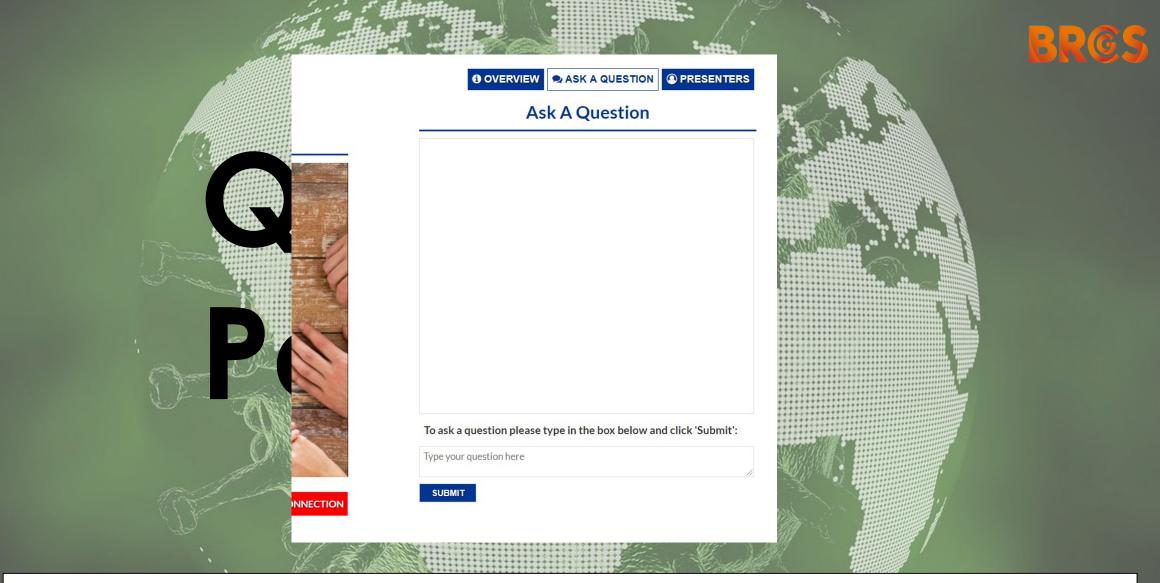
- Who we are
- How we can support you during COVID-19
- LGC using Science for a Safer World











www.brcgs.com/resources/covid-19-response/



Agenda



















- BRCGS Position on Audits Affected by COVID-19
- Food Safety Management during COVID-19
- General Guidelines
- Resources
- Q&A

Presenters



Jessica Burke
Senior Manager
Technical Services





John Figgins
Technical Specialist
Food







A certificate extension of up to 6 months validity may be issued based on:

- Risk assessment by the Certification Body
- CB reviews COVID-19 emergency response plan





3rd Certified History Party Absence of Compliance Recalls critical situation Normal COVID-19 Changes function response

The Certification Body shall gather information from the certified site and consider within the risk assessment





Certificates may only be extended to the current scope – significant changes to scope may not be made.





Sites that currently have a grade C or D, unfortunately these shall be classified as 'high risk' and certificates may not be extended





If the certification body is satisfied a certificate extension of 6 months may be issued.





Once the site becomes accessible, the full onsite audit will need to take place as normal and a new certificate will be issued.





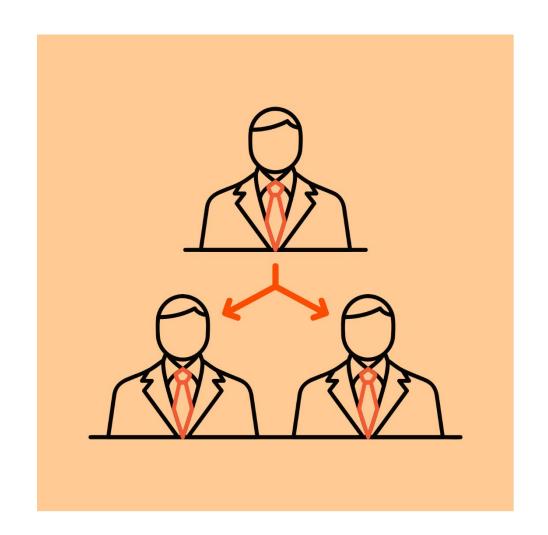
Food Safety Management during COVID-19

Leadership



To create leadership, you will need to:

- Assign a team
- Have meetings regularly to review the COVID-19 processes and adjust to changes
 - Government or industry advice
 - Staff sickness, isolations for COVID-19
 - Customer requirements
 - Review of resource issues raw materials, staff, cleaning supplies etc.
- Keep up communications with staff



Food Safety Plan (HACCP)

BRGS

Pre-requisite Plans

- Review any planned changes in line with the significance of the change on product safety
- HACCP Manager or Team must have a role in the decision



Food Safety Plan (HACCP)

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HACCP Review

- Add any new products that have been introduced
- Consider changes to nature of raw materials (e.g. use of a frozen raw material in place of a chilled ingredient)
- Ensure all of the risks associated with such a change are properly understood and managed!



Food Safety Plan (HACCP)

BRGS

Critical Control Points

- Identify and train designates to manage CCPs in case of absenteeism
- Clearly identify CCPs for the benefit of new employees
- Ensure training of temporary staff includes relevant CCPs
- Perform additional checks, sign-off of CCP records





Supply Chain Disruption

Factory shut-downs

Employee absenteeism

Border closures

Raw Material Shortages

Regularly review stock situations with suppliers

Understand the situation in the country of origin

Watch commodity prices as an indication of scarcity

Emergency Suppliers

Review existing certifications and/or audit reports

Consider remote desktops audits

Request product samples and specifications



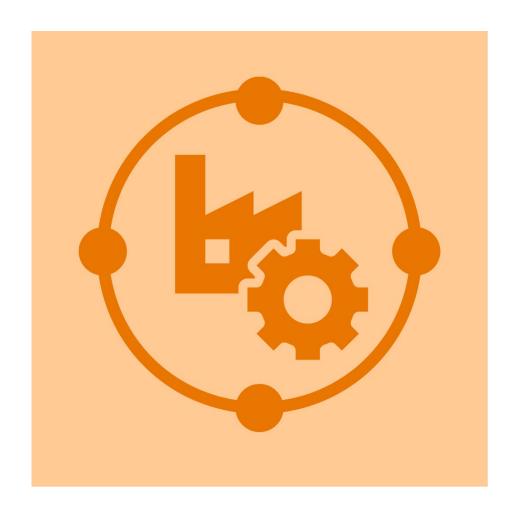
When approving emergency raw materials, complete a full review, including:

- Product specification including all component ingredients
- Significant variance from the current raw material
- Nature of the raw material i.e. frozen, chilled etc.
- Full list of allergens present or considered likely to have cross contaminated during production - any new allergens not present in the original raw material
- Potential effect on product shelf life
- Potential for fraud or substitution



Also consider:

- Review packaging claims and ingredient declarations that may be affected by the use of the raw material
- Review new packaging material specifications
- Communicate changes to brand owners!

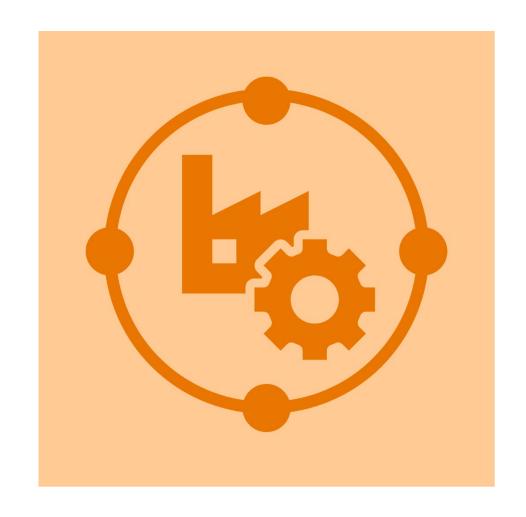




For new suppliers and/or raw materials, inspection and testing procedures should be reviewed before first delivery and additional checks introduced as necessary.

Consider the following:

- positive release of initial deliveries
- enhanced testing and inspection protocols to be in place for the new raw material receipt
- additional laboratory testing required for the ingredient
- certificates of analysis to be supplied with the raw material



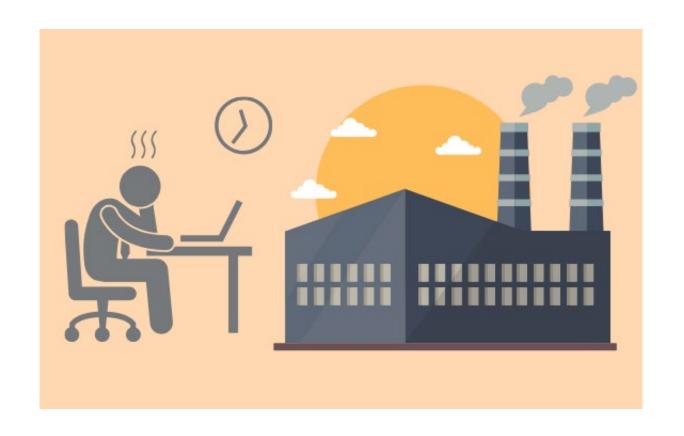
Vulnerability Assessment & Fraud Prevention



Raw material shortages due to factory shut downs and transport restrictions increases the risk of substitution or fraudulent adulteration.

Consider the following:

 Closely monitor raw material shortages and price changes to identify raw materials at greatest risk from fraud.

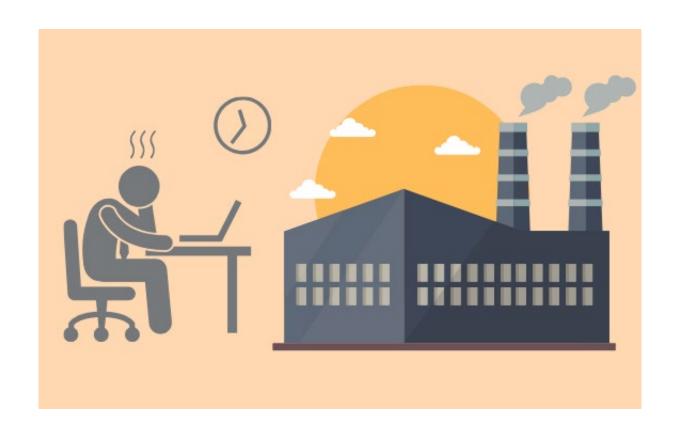


Vulnerability Assessment & Fraud Prevention



Consider the following:

 Increase testing or inspection procedures where appropriate for raw materials identified to be at increased risk.



Maintenance



Where maintenance service providers can not access the site:

- Set minimum maintenance levels
- Items which are of known risk of failure and contamination risk should be identified and regularly inspected
- Contractors should be closely controlled and managed in accordance with the sites COVID -19 visitor policies



Housekeeping and Hygiene





Ensure cleaning chemicals are appropriate for prevention of COVID -19 transfer between employees within the facility.



Identification and inclusion of hard surfaces with the potential for transfer of Corona virus (door handles, utensils, re-useable crates)



Establish minimum acceptable time for cleaning and periods of line downtime for cleaning



Increase environmental monitoring and line change over/start up inspections as necessary

Pest Control





Any changes to access for pest controllers for routine visits should be based on pest risk and consider:

- Site pest management history
- Products handled and inherent risk of pest infestation
- Seasonal factors

Food defense





Review food defense plan to manage any increased vulnerability resulting from high levels of temporary staff

- maintain existing measures
- increased signage

Labelling / Re-labelling



Substitution of a raw materials could affect the label declaration (product claims, country of origin declarations, allergen declarations, ingredient lists, etc. Consideration should be given to:

- Changes to printed labels
- Application of secondary labels
- Additional Labels printed on site.



Internal Audits





Review the internal audit program to ensure the focus is on processes most at risk as a result of changes introduced in response to the COVID-19 pandemic

- greater emphasis Critical Control Points and aspects of plant hygiene, personal hygiene
- document any postponement / rescheduling of internal audit activities
- consider alternative methods remote activities, training additional staff to conduct internal audits, etc.

Personnel – Training

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Implement specific training requirements for temporary employees taken on in response to the COVID -19 situation

- Personal hygiene requirements
- health and safety requirements
- requirements for the safeguarding of employees
- sickness reporting procedures



Protection of Employees - Visitors



Restrict visitor access and ensure there is a clear visitors policy for:

- General visitors
- Sub-contractors including Pest Control, Service Engineers, Contract Cleaners
- Vehicle drivers



Protection of Employees - Visitors



Where visitors are allowed on site:

- Make them aware of the site rules for the management of COVID-19
- No COVID-19 symptoms
- Provided with any protective clothing required for access to the site



Protection of Employees



Reduce the risk to employees from cross contact by following social distancing requirements.

Give consideration to:

- Communal areas (changing areas, rest rooms, eating areas)
- Shift start and change overs
- Working arrangements within production, packing and storage areas.



Protection of Employees



Reduce the risk to employees from cross contact by following social distancing requirements.

Give consideration to:

- Employee movement within production areas
- The use of screens to separate workers on lines where social distancing can not be achieved
- Policies for delivery drivers
- Procedures when a shift starts and an employee experiences symptoms for COVID-19





New Resource: General Guidelines



- BRCGS Guidance Document: Managing Food Safety during Covid-19 complements the BRCGS Food Safety Standard.
- It is Intended to help managers fine tune their food safety management systems to cope with the new position which the food industry now faces.
- The document has been laid out to follow the flow of subject areas within the BRCGS Food Safety Standard for consistency.
- https://www.brcgs.com/resources/covid-19-response/

- Certificate Extension
- Certificate Extension PLUS
- Covid-19 Additional Module



VIRTUAL TRAINING NOW AVAILABLE



BRCGS DIGITAL BRAND OWNERS TRAINING PARTNERS EVENTS RESOURCES ABOUT



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SUPPORTING INFORMATION

COVID-19 is an unfolding event bringing uncertainty to every site. To help you navigate through these unprecedented times, we've put in place some support and information to help. We are actively seeking your questions or challenges that you have, and we will respond to them.

Subscribe to receive our future guidance on COVID-19 and BRCGS updates.

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PURPOSE

BRCGS DIGITAL BRAND OWNERS TRAINING PARTNERS EVENTS RESOURCES ABOUT Q

PEOPLE

PROCESS

on topics including:

Cleaning Hygiene

Environmental Monitoring

Pest Control

Food Integrity

Testing

QMS

HACCP

Guidance on facility management

SEE ARTICLES

Guidance for Senior Management on topics including:

- Business Continuity Management
- Resilience and Preparedness Crisis Management
- · Effective Screening to external visitors

Guidance for site employees on topics including:

- HR
- Training
- Wellbeing and Welfare
- Health & Safety
- Ethics
- Site security
- Team working

Documented FSMS

Remote Auditing

SEE ARTICLES

BRCGS TECHNICAL INFORMATION

Technical and Compliance guidance for sites on topics including:

- Audit guidance
- Remote audits
- Training
- Maintaining compliance options

CERTIFICATION BODY INFORMATION

SEE ARTICLES

Information relevant to Certification Bodies including:

- BRCGS documents and quidance
- Accreditation Documents

EXTERNAL SOURCES OF INFORMATION

Supporting guidance and information produced by external third parties including:

- Government Guidance
- Accreditation Body information
- Agencies







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Q&A Period

Thank you for attending