

SAFE FOOD PRODUCTION QUEENSLAND (SAFE FOOD)

Protocol for the management of non-conformant production in SFPQ accredited processing facilities.

Document acceptance and authorisation

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Chief Executive Officer		
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Amendment Register

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Protocol for the management of non-conformant production in SFPQ accredited processing facilities

Purpose

The purpose of this document is to assist accreditation holders of Safe Food Production Queensland (SFPQ) to ensure that an approved procedure is in place within their approved Food Safety Program (FSP) or Management Statement to notify SFPQ when circumstances arise during primary production or processing that may compromise the acceptability of product for consumption and present a food safety concern.

Notification of Safe Food Production Queensland

To comply with the requirements of accreditation, holders must advise SFPQ of circumstances that arise outside of an approved program of production immediately, so that SFPQ may assist in assessing the situation and approving an appropriate course of action to ensure food safety outcomes, suitability for market and compliance with legislative requirements.

Examples of such scenarios may include:

- The presentation of unacceptable product for processing.
- Unacceptable microbiological testing results.
- Food recalls.
- Breach of requirements (e.g. time or temperature) as outlined in the relevant standards.
- Equipment failures at critical control points (e.g. refrigeration breakdowns).
- Scenarios that occur which are unable to be managed within existing corrective action procedures in place under a FSP (i.e. unforeseen circumstances).
- Product destined for export that is returned and intended for release on the domestic market.

Following notification of a possible food safety concern, identified product is to be isolated and held under the control of the notifying accreditation holder. SFPQ may arrange for inspection and verification of the product, along with an appropriate sampling and testing regime to confirm the status of the product.

Accreditation holders must provide SFPQ with any requested information, including the intended end use of the product and supporting documentation, and only proceed with a proposed action once approved by SFPQ. Evidence of the approved action (e.g. records or other supporting documentation) will be required to be presented to SFPQ for verification. Furthermore, following notification and assessment, the approved course of action may then be considered for inclusion in an amendment to a FSP to ensure that future incidents may be more readily assessed.

Notification advice can be provided to SFPQ via the following contacts:

E-mail: notify@safefood.qld.gov.au

Fax: (07) 3253 9810

A flowchart representing this process is presented in Appendix 1.

SFPQ Officer Contacts

During office hours (8am – 5pm Monday to Friday) contact:

Brian Witherspoon

Principal Response Officer

Ph. 07 3253 9808 or 0407 964 734

Andrew Wilson

Project Officer – Compliance, Strategy and Response

Ph. 07 3253 9830 or 0457 896 652

Appendix 1

Flow Chart for the Management of Non-Conformant Products

