



**Compass Assurance  
Services - SQF  
Quick Start Up  
Guide**



Compass Assurance Services



## Managers Responsibility

- Has the business determined:
  - Scope of certification?
  - Applicable food sector categories?
  - Exemptions?
  - Applicable elements?
- Has the business registered on the SQFI Assessment database?
- Has the business appointed an SQF Practitioner?

## System Elements

**Does the business have the following systems:**

- Management commitment
- Document control and records
- Specification, formulations, realisation, and supplier approval
- Food safety system
- SQF system verification
- Product traceability and crisis management
- Food defence and food fraud
- Allergen management
- Training



## Good Manufacturing Practice Requirements

- Site location and premises
- Site operations
- Personal hygiene and welfare
- Water, ice, and air supply
- Receipt, storage, and transport?
- Separation of functions
- Waste disposal

## Mandatory Clauses Are Requirements Within Module 2

System elements that must be documented, implemented, and audited for a site to achieve SQF certification.

System elements that cannot be exempted during a certification or re-certification audit

2.1.1 Management Responsibility  
 2.5.1 Validation and Effectiveness  
 2.1.2 Management Review  
 2.5.2 Verification Activities  
 2.1.3 Complaint Management  
 2.5.3 Corrective and Preventative Action  
 2.2.1 Food Safety Management System  
 2.5.4 Internal Audits and Inspections  
 2.2.2 Document Control  
 2.6.1 Product Identification  
 2.2.3 Records

2.6.2 Product Trace  
 2.3.4 Approved Supplier Program  
 2.6.3 Product Withdrawal and Recall  
 2.4.1 Food Legislation  
 2.7.1 Food Defense Plan  
 2.4.2 Good Manufacturing Practices  
 2.7.2 Food Fraud  
 2.4.3 Food Safety Plan  
 2.8.1 Allergen Management  
 2.4.7 Product Release  
 2.9.2 Training Program

For more information please visit - <https://www.sqfi.com/resource-center/sqf-code-edition-9-downloads/>

### So What Now

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