



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
- ☐ Personnel Processing Practices
- ☐ 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

So What Now

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