Title	Explain the application of HACCP principles		
Level	5	Credits	15

Purpose	This unit standard is for people who are required to have an in-depth knowledge of the application of Hazard Analysis Critical Control Point (HACCP) principles. People credited with this unit standard are able to explain: the essential elements for the application of HACCP principles to achieve food safety; the types and sources of hazards relevant to food safety, and their controls; good operating practice in relation to HACCP; the documentation and record keeping requirements associated with the application of good operating practice and HACCP; the factors that influence the development and implementation of good operating practice and HACCP within a risk-based programme; the validation of a risk-based programme; and internal verification procedures for good operating practice and HACCP within a risk-based programme.

Classification	Public Sector Compliance > Public Sector Compliance Operations

Available grade	Achieved

Guidance Information

1 Legislation refers to the Animal Products Act 1999 (the Act), the Animal Products (Ancillary and Transitional Provisions) Act 1999, the Food Act 2014, and their subordinate regulations, orders, and notices. Copies of this legislation can be found on or linked from the Ministry for Primary Industries website http://www.foodsafety.govt.nz.

2 Guidelines include (Ministry for Primary Industries) Risk Management Programme Manual for Animal Product Processing, and subsequent amendments available at http://www.foodsafety.govt.nz/elibrary/industry/manual-risk-management-programmes/. Other guidelines and codes of practice are also available from the Ministry for Primary Industries website.

3 Definitions
CCP – critical control point, a step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level.
Critical limits – a criterion which separates acceptability from unacceptability.

GOP – good operating practice, all aspects of good practice relevant to food production and processing, including, where relevant, good agricultural practice, good hygienic practice and good manufacturing practice, and may also be referred to as supporting systems.
FSP – Food Safety Programme, a programme as required by section 4A of the Food Act 2014, designed to identify and control food safety risk factors in order to establish and maintain food safety.
HACCP – Hazard Analysis and Critical Control Point, a system which identifies, analyses and controls hazards which are significant for food safety.
Hazard – a biological, chemical or physical agent in, or condition of, food with the potential to cause an adverse health effect.
Internal verification – verification that an operator or person undertakes on behalf of the food business (also known as operator verification).
Operator – in relation to an animal product business, means the owner or other person in control of the business.
PSP – Product Safety Programme (a programme that was approved by the Director-General under the Dairy Industry Regulations 1990) and has been deemed as a RMP under Part 2 of the Animal Products Act 1999.
Risk-based programmes – the collective term currently used to cover programmes such as FSP's under the Food Act, and RMPs under the Animal Products Act, including PSPs that were previously under the Dairy Industry Act 1952.
Validation – in relation to a risk management programme (RMP), means a process by which an operator confirms that the RMP is complete, and meets the requirements of the Act and any relevant animal product regulations and specifications; that the premises and equipment are ready to operate; and that the RMP, when implemented, will consistently produce animal material that is suitable for processing or animal product that is fit for intended purpose.
Verification – means the application of methods, procedures, tests and other checks to confirm:

a compliance of the risk-based programme to legislation;
b compliance of the operation to the documented risk-based programme; and
c the applicability of the risk-based programme to the operation.

Outcomes and performance criteria

Outcome 1

Explain the essential elements for the application of HACCP principles to achieve food safety.

Performance criteria

1.1 The seven principles of HACCP, as defined by the Codex Alimentarius Commission, are listed and explained.

1.2 Other elements essential to the application of HACCP principles are explained in accordance with relevant legislation and guidelines.

Range scope, product description, process description.

1.3 The way all the elements (including the HACCP principles) are used in a risk-based programme is explained in accordance with relevant legislation and guidelines.

Outcome 2

Explain the types and sources of hazards relevant to food safety, and their controls.

Performance criteria

2.1 The definition of a hazard and the three types of hazards, relevant to food safety, are explained.

Range biological, chemical, physical.

2.2 The different sources of hazards are explained.

Range inputs, process steps, other sources.

2.3 The options for hazard control are explained for each of the sources listed in performance criterion 2.2, consistent with relevant legislation and guidelines.

Range CCP, other control measures, no control.

Outcome 3

Explain GOP in relation to HACCP.

Performance criteria

3.1 The procedures covered by GOP are explained, consistent with relevant legislation and guidelines.

Range including but not limited to – water potability, cleaning and sanitation, hygienic processing, repairs and maintenance, pest control, personal hygiene, training, product recall.

3.2 The reason for using GOP rather than a CCP for hazard control is explained.

3.3 The purposes of systems of GOP that are not directly involved in hazard control are explained.

Range calibration, training, recall, internal verification, inventory control.

Outcome 4

Explain the documentation and record keeping requirements associated with the application of GOP and HACCP.

Performance criteria

4.1 The difference between documents and records is explained in terms of when they are generated and their purposes.

4.2 The aspects of GOP that are usually included in a documented system are explained, consistent with relevant legislation and guidelines.

Range purpose and scope, authorities and responsibilities, materials and equipment, procedures (covering control measures, monitoring, corrective action and operator verification), recording and/or reporting, references to other relevant documents.

4.3 The elements of HACCP that must be documented are explained, consistent with relevant legislation and guidelines.

4.4 The aspects of GOP that generate records, and the type of records, are explained.

Range monitoring, corrective action, operator verification.

4.5 The elements of HACCP that generate records, and the type of records, are explained.

Range monitoring, corrective action, operator verification.

4.6 The review and storage of documents and records associated with GOP and HACCP are explained, consistent with relevant legislation and guidelines.

Outcome 5

Explain the factors that influence the development and implementation of GOP and HACCP within a risk-based programme.

Performance criteria

5.1 The roles, responsibilities, competencies and training requirements of staff at all levels for GOP and HACCP are explained, consistent with relevant legislation and guidelines.

5.2 The factors relevant to a business that may affect the development and implementation of GOP and HACCP within a risk-based programme are explained.

Range factors may include but are not limited to – access to technical support; availability of guidance documents (e.g. codes of practice); legislative requirements; availability of resources (e.g. money, time, staff); size, location and complexity of operation.

Outcome 6

Explain the validation of a risk-based programme.

Performance criteria

6.1 The requirements for validation are explained, consistent with relevant legislation and guidelines.

6.2 The sources and types of evidence that can be used for validation of hazard identification and analysis, CCP's, and critical limits are explained, consistent with relevant legislation and guidelines.

Outcome 7

Explain internal verification procedures for GOP and HACCP within a risk-based programme.

Range on-going confirmation of compliance and effectiveness, HACCP review.

Performance criteria

7.1 Internal verification of GOP and HACCP within a risk-based programme is explained, consistent with relevant legislation and guidelines.

7.2 The basis for selection of frequencies for internal verification procedures is explained, consistent with relevant legislation and guidelines.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	24 June 2002	31 December 2013
Review	2	25 January 2006	31 December 2013
Review	3	18 February 2011	31 December 2016
Reinstatement	4	27 January 2015	31 December 2024
Review	5	28 September 2023	31 December 2024

Consent and Moderation Requirements (CMR) reference	0121

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.