Title	Describe a Hazard Analysis Critical Control Point application in a food processing operation		
Level	4	Credits	10

Purpose	People credited with this unit standard are able to describe in a food processing operation: HACCP (hazard analysis and critical control point) as a means of identifying and controlling food safety hazards; the uses of critical control points and critical limits; the content of a HACCP application and good operating practice; actions taken where critical limits are exceeded; and the verification, documentation and record keeping activities that confirm ongoing compliance and effectiveness of a HACCP application.
---------	---

Classification	Primary Products Food Processing > Primary Products Food Processing - Core Skills

Available grade Achieved

Guidance Information

- 1 Legislation relevant to this unit standard includes but is not limited to:
 - Animal Products Act 1999;
 - Food Act 2014;
 - Food Standards Australia New Zealand Act 1991; and any subsequent amendments.
- 2 Definitions

Codes of practice – acceptable industry-agreed procedures and best practice, structured to comply with relevant regulatory requirements, recommended procedures, or control methods, and provide other guidance material relevant to the field of production.

Corrective action – any action taken when a deviation occurs in order to re-establish control, segregate and determine the disposition of the affected product if any and prevent or minimise reoccurrence of the deviation.

Critical Control Point (CCP) – a step at which control can be applied. A critical control point is essential to prevent eliminate or reduce a food safety hazard to an acceptable level.

Critical limit – a criterion to which a biological, chemical, or physical parameter must be controlled at a CCP to prevent, eliminate, or reduce the occurrence of a food safety hazard to an acceptable limit.

Food processing operation – workplace that operates at any level of the food chain from growing/harvesting to consumption.

Good operating practice – a documented programme covering good operating practice-based food hygiene activities that may interact at a number of process steps within and across various processes in a food premises, and that have the potential to influence the hygiene status of the product.

HACCP – hazard analysis critical control point; a system that identifies, analyses, and controls hazards which are significant for food safety.

HACCP application – can be either a hazard identification and analysis with no critical control points or an application with one or more critical control points which involves the use of all the HACCP principles.

Hazard – a biological, chemical, or physical agent in, or condition of, food with the potential to cause an adverse health effect.

Organisational requirements – documented policies and procedures. These may include – industry standards and guidelines, standard operating procedures, equipment manufacturers' procedures, plant procedures; suppliers' instructions; site signage; codes of practice; company health and safety plans; on site briefings; and supervisor's instructions. This includes all regulatory and legislative obligations that apply to the workplace.

Verification – includes the application of methods, procedures, tests, and other checks to confirm ongoing compliance of a food business with a risk-based measure and applicable compliance with legislation.

- 3 Supporting systems include Good Operating Practice, available at <u>https://www.mpi.govt.nz/</u> and also pre-requisite programmes.
- Australia New Zealand Food Standards Code, available at www.foodstandards.gov.au or mpi.govt.nz. Codex Alimentarius Commission – Hazard Analysis and Critical Control Point (HACCP) Systems and Guidelines, for its application available at https://www.mpi.govt.nz/food-safety/food-safety-codes-and-standards/hazardanalysis-and-critical-control-point/. General principles of food hygiene, available at https://www.mpi.govt.nz/dmsdocument/44455/direct
 Adoption of the Joint Food Standards under the Australia New Zealand Food Standards Code February 2018 available at www.foodsafety.govt.nz. Risk management programmes, available from https://www.mpi.govt.nz/foodsafety/risk-management-programmes/.
- 5 All evidence presented in this unit standard must be in accordance with organisational requirements.
- 6 A HACCP application may be applied to products used for human or animal consumption.

Outcomes and performance criteria

Outcome 1

Describe HACCP as a means of identifying and controlling food safety hazards in a food processing operation.

Performance criteria

1.1 Identify and describe the seven principles of HACCP in combination with other elements for potential food safety hazards.

Range other elements may include but are not limited to – scope, product description, process description; evidence of two elements is required.

1.2 Describe the type, significance and impact of a food safety hazard affecting the production of a product in a food processing operation.

Range hazards – chemical, biological, physical; one example of each hazard is required.

- 1.3 Describe the benefits of HACCP to food safety in terms of its importance in the workplace within a documented HACCP application.
 - Range benefits include but are not limited to NZ regulatory requirements, export, public health, risk; evidence of three is required.
- 1.4 Describe the factors required to establish a HACCP application in a food processing operation.
 - Range factors may include but are not limited to HACCP team, documentation, process, products, people responsibilities and authorities, pre-existing good operating practice, resources; evidence of three factors is required.

Outcome 2

Describe the uses of critical control points and critical limits in a food processing operation.

Performance criteria

- 2.1 Describe a critical control point in terms of purpose to a HACCP application.
- 2.2 Describe sources of information for establishing critical limits in terms of their required roles in a documented HACCP application.
 - Range sources may include but are not limited to regulatory requirements, process requirements, specifications, export markets; evidence of two sources is required.
- 2.3 Describe the implementation of a critical control point in a workplace within a documented HACCP application.
 - Range evidence of one critical control point is required.

- 2.4 Describe the procedures for monitoring critical control points within a documented HACCP application.
 - Range monitoring must include but are not limited to individual actions, supervisor actions, long term analysis, verification.
- 2.5 Describe the corrective actions of exceeding critical limits in a HACCP application.
 - Range may include but are not limited to isolation of product, diversion, segregation, reprocessing or disposal, product destruction, line shut down, increased training, increased monitoring, auditing, and assessing of critical control points. evidence of four is required.
- 2.6 Describe the consequences to the business of the corrective actions not being controlled in terms of critical limits being exceeded.
 - Range may include but are not limited to loss of market access, line shut down, impacts to food safety, wholesomeness, product recall.

Outcome 3

Describe an HACCP application and good operating practice for a food processing operation.

Performance criteria

- 3.1 Identify and describe good operating practices and their role in implementing a HACCP application for a food processing operation.
 - Range operating practices may include but are not limited to glass check, metal check, magnet trap, calibration certificate, tool register; evidence of three operating practices is required.
- 3.2 Describe the required responsibilities within a documented HACCP application for specific roles within a food processing operation.
 - Range roles may include but are not limited to managers, supervisors, HACCP coordinators, operators; evidence of three roles is required.
- 3.3 Describe information required by a food processing operation for justification of critical control points being included in a HACCP application.

Outcome 4

Describe actions taken where critical limits are exceeded in a food processing operation.

Range scenario of one occasion relevant to industry.

Performance criteria

- 4.1 Describe the specific corrective action/s taken for the scenario where the critical limits have been exceeded to regain process control.
- 4.2 Describe the consequences of the critical limits being exceeded.
- 4.3 Describe product control measures taken where critical limits are exceeded in accordance with the documented HACCP application.
- 4.4 Describe preventative actions taken to eliminate reoccurrence following critical limits being exceeded.
- 4.5 Describe the escalation, communication and documentation steps taken when critical limits have been exceeded.

Outcome 5

Describe the verification, documentation and record keeping activities that confirm ongoing compliance and effectiveness of a HACCP application, for a food processing operation.

Performance criteria

5.1 Describe verification activities used to determine the HACCP system compliance and effectiveness.

Range activities must include – methods, procedures, tests; evidence of one example of each is required.

5.2 Describe the documentation and record keeping activities undertaken for ongoing compliance and effectiveness of a HACCP application.

Planned review date	31 December 2026

Last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	27 January 2015	31 December 2022
Review	2	20 July 2017	31 December 2022
Review	3	27 August 2020	31 December 2024
Review	4	24 March 2022	N/A

Consent and Moderation Requirements (CMR) reference	0022
This CMR can be accessed at http://www.nzqa.govt.nz/framework/sea	arch/index.do.

Comments on this unit standard

Please contact the Hanga-Aro-Rau Manufacturing, Engineering, and Logistics Workforce Development Council <u>qualifications@hangaarorau.nz</u> if you wish to suggest changes to the content of this unit standard.