

# Management of HACCP Plan

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# HACCP Management

- After Development of HACCP Plan, it Must be *Organized* and *Managed* so that it will be *Sustained* in the Future
- All Employees in a Plant are Responsible for the Success or Failure of a HACCP Plan.

# Management Process

- **Ideally - Current Operations Already Control Hazards**
- **Does NOT Mean that HACCP is Implemented**
- **HACCP Plan can be Integrated into Current Operations to make Transition Smooth**

# Most Common Deficiencies of Current Operations

- **Documentation/Recordkeeping**
- **Management**
  - **A System in Place to Review Records to Ensure that Plan is Functioning**



# Commitment to HACCP

- **Must be Throughout Entire Company**
- **Should have Statement of Corporate Policy**
  - **Show Employees that HACCP Comes from the “Top”**
- **HACCP Should be Communicated to Every Employee**



# Management & HACCP Team

- HACCP Team Should Set Forth Specific Objectives in the Management Process
  - Who is responsible for each HACCP Responsibility
- Team Should Set Forth Implementation Schedules to Gradually Introduce HACCP to Employees



# HACCP Coordinator

- Overall Responsibility of Managing, Organizing, and Developing HACCP Plan
- Must Understand Importance of HACCP
- Provide Leadership and Guidance for Plan Development
- Secure Sources of Outside Expertise for Training and Plan Development



# A Comprehensive HACCP Plan Can be Overwhelming

- Complex Operations
- Amount of Documentation
- Information Required to Develop Plan





# **Careful Planning Can Make HACCP Plan Successful**

- Organize Subgroups within the Plant Based on HACCP Responsibilities**
- Assign Small Tasks to Various Individuals on HACCP and Then come Together as a Group to Develop Comprehensive Plan**

# Trial Period

- **After HACCP Plan is Developed, allow a Trial Period in the Plant**
  - **Identify Weaknesses**
  - **Problems**
  - **Training Needs**
- **After the Trial Period, Review and Revise Plan as Needed**



# Training

- **HACCP Training Should Take Place at all Levels**
  - **At Least One Individual in Plant Must be Certified in HACCP**
  - **At Least an Overview of HACCP for all Employees**
  - **Specific Training for Persons with Individual Jobs/Tasks Related to Plan**

# **Management of New Product**

- Should Have Structure in Place within Plant**
- Product Development Personnel Should be Trained in HACCP and Food Safety so They can Consider Issues During Development**
- Evaluation Should be Made Prior to Scale up and Commercialization**
- Production Should Not Begin Until HACCP Plan in Place**

# **Management of Product/Process Changes**

- **Is the Change Significant?**
  - **HACCP Team**
- **If Significant, then an Update of HACCP Plan Should be Mandatory**
- **Should have Policy to Prohibit Changes without Evaluation by HACCP Team**

# Day-to-Day Management

- **Facilitated By:**
  - **Monitoring**
  - **Daily Record Review**
- **Documentation of Reporting Responsibilities and Corrective Action**
- **Notification of Problems to Appropriate Employees**
- **Daily Food Safety Reports to Detect Trends**



# **Periodic Evaluation and Revision**

- **Problem May not be Detected in Day to Day Evaluation**
  - **Gradual**
  - **Not Indicated**
- **Determine Long Term Trends**
- **Determine if Changes in Plan Needed**
- **Written Report of Findings Should be Generated**
  - **Sent to Management**
  - **HACCP Documentation**