Management of HACCP Plan

Mindy Brashears
Extension Food Safety Specialist
University of Nebraska
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