

ISBN 978-0-626-19416-1

SANS 10330:2007

Edition 2.1

SOUTH AFRICAN NATIONAL STANDARD

Requirements for a Hazard Analysis and Critical Control Point (HACCP) system

Published by Standards South Africa
1 dr Itegan road Groenkloof ☒ private bag x191 Pretoria 0001
tel: 012 428 7911 fax: 012 344 1568 international code + 27 12
www.stansa.co.za
© Standards South Africa

standards
SouthAfrica
(a division of SABS)

SANS 10330:2007
Edition 2.1

Table of changes

Change No.	Date	Scope
Amdt 1	2007	Amended to update the definitions for validation and verification, and to modify the requirement regarding the validation procedures involved in Stage 11 of the HACCP study (8.12.1.1).

Foreword

This South African standard was approved by National Committee StanSA TC 5140.25, *Hygiene practices in the food industry*, in accordance with procedures of Standards South Africa, in compliance with annex 3 of the WTO/TBT agreement.

This document was published in July 2007. This document supersedes SANS 10330:2006 (edition 2).

A vertical line in the margin shows where the text has been technically modified by amendment No. 1.

Annexes A, B and C are for information only.

Introduction

People have the right to expect that the food they eat is safe. Food safety is related to the presence and levels of food-borne hazards in food at the point of consumption.

The requirement for food safety for all food handling organizations, which produce, manufacture, handle or supply food, is paramount. Food safety should be supported by all types of organizations, regardless of type, size and product provided within the food chain, together with interrelated organizations to the food handling organization. This includes organizations directly involved (for example, but not limited to feed producers, farmers, producers of ingredients, food producers, retailers, food services, catering services, organizations providing cleaning, transportation, storage and distribution services) and other organizations indirectly involved (such as suppliers of equipment, cleaning agents and packaging material, and other food contact material) in one or more steps of the food chain.

This standard describes the principles of control needed to ensure the supply of safe food to the consumer. The principles described in this standard are internationally recognized as essential to ensure safe food products for the consumer and to provide a generic base-line structure for other specific requirements applicable to a particular food chain sector. The principles described in this standard should be considered in all food chain sectors (from farm to fork) to ensure food safety.

The most effective food safety systems are designed, operated and updated within a framework of a structured management system and incorporated into the overall management activities of the organization. The first section (clauses 3 to 7) of this standard sets out the minimum management system requirements and prerequisite programmes (PRPs) needed to support the management of the critical control points (CCPs) during the day-to-day operations of a food handling organization.

The second section (clause 8) of this standard sets out the twelve stages of the Hazard Analysis and Critical Control Point (HACCP) study leading to the establishment of the HACCP plan as an outcome of the study. The food handling organization's management system becomes a fundamental part of the effective management of their food safety hazards.

The successful application of the principles (management system, PRPs and study stages) described in this standard requires the full commitment and involvement of management and the work force, in order to provide maximum benefit for the organization.

Introduction *(concluded)*

The HACCP principles

A HACCP study consists of seven principles which identify specific food safety hazards (biological, chemical, physical or allergens) that can adversely affect the safety of food and specific preventative measures for their control. The HACCP principles have international acceptance, and the details of this approach have been published by the Codex Alimentarius Commission (1993) and the National Advisory Committee on Microbiological Criteria for Foods (NACMCF, 1992).

HACCP consists of the following seven principles:

- **Principle 1: Conduct a hazard analysis.** This principle describes where the HACCP team should start. This means the selection of the team members, description of the product and uses of the product. A process flow diagram is put together detailing all the steps in the food handling process. Identification of the food safety hazards take place and a description of the preventative measures for their control follows.
- **Principle 2: Determine critical control points (CCPs).** When all food safety hazards and preventative measures have been described, the HACCP team establishes the points where control is critical for managing the safety of the product. These are called the critical control points.
- **Principle 3: Establish critical limits to ensure that each CCP is under control.** The critical limits describe the difference between safe and unsafe product at the CCP. These involve measurable parameters and are also known as the absolute tolerance for the CCP.
- **Principle 4: Establish a monitoring system to ensure control over each CCP by scheduled testing or observation.** The HACCP team specifies monitoring requirements for management of the CCP within its critical limits. This involves specifying monitoring actions in terms of frequency and responsibility.
- **Principle 5: Establish the corrective action to be taken when monitoring indicates that a particular CCP is moving out of control.** Corrective action procedures and responsibilities for their implementation need to be specified here. Actions to bring the food handling process back under control and actions to deal with product produced while the food handling process was out of control are included here.
- **Principle 6: Establish validation and verification procedures and conduct a review to confirm that the HACCP system is working effectively.** Validation and verification procedures could include supplementary tests and procedures to confirm that the HACCP plan and system are working effectively. The HACCP plan and system also need to be reviewed as soon as any changes are brought about within the food handling organization and the food handling process.
- **Principle 7: Establish documentation on the procedures and records appropriate to these seven principles and their application.** Developing and keeping of documentation are crucial to demonstrate that the HACCP plan and system are operating under control and that appropriate corrective action has been taken for any deviations from critical limits.

SANS 10330:2007
Edition 2.1

This page is intentionally left blank

Contents

	Page
Foreword	
Introduction	
1 Scope	5
2 Definitions	5
3 National legislation	8
4 Documentation requirements	8
4.1 The HACCP manual	8
4.2 Control of documents and records	8
5 Management responsibility	8
5.1 General	8
5.2 Appointment of the management representative	9
5.3 Resources	9
5.4 Management review	9
6 Prerequisite programmes (PRPs)	10
7 Corrective action	11
8 HACCP study requirements	11
8.1 Stages of the HACCP study	11
8.2 Stage 1: Assemble the HACCP team	12
8.3 Stage 2: Describe the product	13
8.4 Stage 3: Identify the intended use of the product	13
8.5 Stage 4: Construct a product flow diagram	13
8.6 Stage 5: Arrange an on-site confirmation of the flow diagram	14
8.7 Stage 6: List the food safety hazards and measures to control the hazards	14
8.8 Stage 7: Determine the critical control points (CCPs)	14
8.9 Stage 8: Establish critical limits for each CCP	14
8.10 Stage 9: Establish a monitoring system for each CCP	15
8.11 Stage 10: Establish corrective action plans	15
8.12 Stage 11: Establish validation, verification and review procedures	15
8.13 Stage 12: Establish control of documents and records	16
Annex A (informative) Tables to use as guidance for drawing up the HACCP plan	18
Annex B (informative) Example of a decision tree used to identify CCPs	19
Annex C (informative) Applicable legislation	20
Bibliography	21