Summary of Changes, SQF Code, 7.2

Section/ Page in 7.1	Summary of Change	Change
Entire document	Clarify the use of the term "exempt/exempted "	Change, where appropriate, the term "exclude"/"exclusion" and replace with "exempt"/"exemption."
Entire document	Clarification of term "certificate"	Change the term "certificate of registration" to "certificate."
Part A		
Section 1.2, page 28	Clarification of FSC	Delete under FSC 3: "3A: Fresh produce that will undergo further processing" and "3B: Ready-to-eat (RTE) produce"
Section 1.2, page 28/29	Modification to indicate which modules are GFSI benchmarked	Add: Column to indicate FSCs that are GFSI benchmarked.
Section 1.5, page 30	Clarification of practitioner's role	Change: "Whether or not an SQF consultant is used, the SQF Code requires that every supplier have a suitably qualified SQF practitioner on site to oversee the development, implementation, review and maintenance of the SQF System, including the food safety fundamentals, food safety plans (at level 2) and food quality plans (at level 3)."
Section 1.10, page 31	Modification to indicate suppliers who seek implementation of a multi-site program	Add: "Suppliers seeking to implement an SQF multi-site program (refer module 16) must indicate this in their application to the certification body. The agreed multi-site program, including the identification of the central site and number and names of the sub-sites, must be included in the agreement with the certification body."
Section 2.2, page 32	Modification to exceptions to the scope of certification	Change: The entire site must be included in the scope of certification. Requests for exemptions for any reason must be submitted to the certification body in writing for approval.

(7.2: New Section 2.8, page 35)	Establish requirements for Initial certification for seasonal suppliers	Add: Requirements for initial certification audits for seasonal suppliers.
3.2, page 36	Clarification of close-out	Change: Indicate that close out of non-conformities is in fact referencing close out in the SQF assessment database.
Section 4.2, page 38	Change to surveillance protocol	Delete: "There is no score or rating calculated for surveillance audits." Add: "A new score and rating is issued at the surveillance audit however the re-certification audit date is not affected."
Section 4.3, page 38	Clarification of change to the recertification audit date	Delete: "In exceptional circumstances such as operational or seasonal requirements, the re-certification date may be moved earlier than the anniversary by mutual agreement between the supplier and the certification body, and the new recertification date fixed as the new initial certification audit date." Add: "Written approval by the SQF senior technical director is required to issue a temporary extension to a supplier's re-certification audit timeframe and certificate expiry date including instances in extreme circumstances such as acts of nature or extreme weather. Season suppliers shall refer to section Part A, section 4.9. Situations that require a permanent change to the re-certification audit date require written approval by the SQF Senior Technical Director and the supplier's new re-certification date may be moved earlier than the anniversary and the new recertification date fixed as the new initial certification audit date."
Section 4.4, page 39	Modification to criteria for re-certification process	Change ii. to: "If the supplier fails to permit the re-certification or surveillance audit . . ." Change iii. to: "if the supplier receives an "F-fails to comply" rating at the re-certification or surveillance . . ."
(7.2: New Section 4.5, page 39)	Establish protocol for unannounced re-certification audits	Add: Protocol for unannounced recertification audits.
Section 4.5, page 39 (7.2: Section 4.6, page 41)	Clarify when the certificate can be suspended	Change first paragraph to: "The certification body shall suspend the SQF certificate if the supplier i. fails to permit the re-certification or surveillance audit, ii. receives an "F – fails to comply" rating, iii. fails to take corrective action , iv. fails to permit an unannounced audit,

		v. fails to take corrective action within the timeframe specified, or vi. where in the opinion the CB, fails to maintain the requirements of the SQF Code."
Section 4.6, page 39 (7.2: Section 4.7, page 42)	Clarify when the certificate should be withdrawn	Change iii. to: "Fails to maintain the integrity of the SQF certificate."
(7.2: New section 4.8, page 42)	Establish criteria for surveillance audits for seasonal suppliers	Add: Requirements for surveillance audits for seasonal suppliers.
(7.2: New section 4.9, page 43)	Establish criteria for recertification audits for seasonal suppliers	Add: Requirements for re-certification audits for seasonal suppliers.
Section 5.1, page 41	Clarify when a change to the scope of certification can be made	Add: Criteria for when the supplier requests a change to their scope of certification.
Section 5.2, page 41	Clarify when the supplier can change CB	Delete: "When a supplier is on a "C - complies" rating and a surveillance audit is required, the change of certification body can only occur after the surveillance audit is conducted." Add: "Suppliers that require a surveillance audit can change certification bodies only after the surveillance audit is conducted or through written approval by the SQFI senior technical director."
Part B		
Modules 3-13	Clarify reference to Safety Data Sheets (SDS)	Change reference to "Material Safety Data Sheets (MSDS)" in all modules to: "Safety Data Sheets (SDS)"
Modules 9-13	Clarify criteria for air quality	Clarification to the compressed air requirements.
2.1.4, page 48	Clarify responsibility for validating changes to the food safety plan	Levels 1, 2, 3: Change 2.1.4.4 to: "Changes to food safety fundamentals and/or food safety/quality plans that have an impact on the supplier's ability to deliver safe food are to be validated."
2.3.4, page 53	Clarify oversight of co-manufacturers	Levels 2, 3. Change 2.3.4.1 to: "The methods and responsibility for ensuring all agreements relating to food safety [and quality, for level 3], customer product requirements . . ." Change i. to read: "Verify compliance with the SQF Code and that all customer requirements are being met at all times. Products and/or processes of co-manufacturers that are considered high risk shall be required to undergo an

		audit by the supplier or other third party agency to confirm compliance to the SQF Code and agreed arrangements."
2.4.1, page 54	Clarify that SQF is to be added as an essential contact	Levels 2 and 3. Add to 2.4.1.3: "SQFI and the certification body shall be notified in writing within 24 hours upon identification of a food safety event that requires public notification (e.g. receipt of a regulatory warning letter)."
2.4.2.2, page 54	Clarify the use of the term "exempted "	Change 2.4.2.2: Remove the term "excluded" and replace with "exempted."
2.4.2, page 54	Clarify the risk assessment	Change 2.4.2.2 to: "The supplier shall ensure the food safety fundamentals described in the relevant subsequent modules of this Code (i.e. modules 3 – 15) are applied or exempted according to a risk analysis outlining the justification for exclusion or evidence of the effectiveness of alternative control measures to ensure that food safety and quality are not compromised."
2.4.4, page 55	Clarification of mandatory element	Remove designation of mandatory (M) for the entire element. Change 2.4.4.1 to: "2.4.4.1 (M)"
2.5.1, page 59	Clarify responsibility of validation and verification activities	Levels 1, 2, 3. Change 2.5.1.1 to: "Validation and verification activities shall be conducted."
2.6.3, page 64	Clarify that SQF and the CB is to be included as essential contacts	Levels 2, 3 Add to 2.6.3.1: "iv. SQFI and the certification body shall be listed as essential bodies and notified in instances of a food safety incident of a public nature or product recall for any reason."
2.6.3.4, page 64	Clarify that records include those from mock recalls	Levels 2, 3. Change to: "Records of all product withdrawals, recalls and mock exercises shall be maintained."
5.7.1, page 94	Modification to include vitamins	Change 5.7.1.1 to: "Vaccines, medications, vitamins and dietary supplements. . ." And 5.7.1.2 to: "An inventory of all animal medications, vitamins and dietary supplements. . ."
5.7.5.2, page 95	Clarify reference to crops	Change 5.7.5.2 to: "A "feed crop protection plan . . ."
7.7.3.1, page 110	Clarify criteria for chemicals purchased when there is no applicable legislation	Add: Criteria for purchasing chemicals when no legislation (regulation) exists.
13.2.2.3	Clarification as to where the waste trap system is to be located	Change to: "Waste trap system shall be located away from any food packaging and material handling area or entrance to the premises in order to prevent contaminaton."
13.2.10.2	Clarification of use of protective	Change to: "Where required, protective clothing shall be manufactured from material that is not liable to contaminate food and can be easily cleaned."

	clothing	
13.2.10.3	Clarification of means to store protective clothing	Change to: “When protective clothing is used, hooks, racks or other forms of off-floor storage shall be provided for protective clothing when staff leaves the processing area and shall be provided in close proximity or adjacent to the personnel access doorways and hand washing facilities.”
13.2.11.3	Clarification of means to store protective clothing	Change to: “Racks or other off floor storage areas shall be designated for cleaning product containers, utensils and cleaning staffs protective clothing. Storage for cleaned utensils and protective clothing shall be provided as required.”
13.3.1.2	Clarification of use of bandages with metal strips	Change to: “Personnel with exposed cuts, sores or lesions shall not be engaged in handling packaging materials. Minor cuts or abrasions on exposed parts of the body shall be covered with colored bandage containing a metal strip, or an alternative suitable waterproof and colored dressing.”
13.3.1.3	Clarification of areas where personal habits are permitted	Change to: “Smoking, chewing, eating, drinking or spitting are not permitted in areas where product is produced, stored or otherwise exposed.”
13.5.4.1	Clarification of compressed air requirements	Change to: “Compressed air that contacts packaging products shall be clean and present no risk to food safety;”
13.6.1.2	Clarification of means to store protective clothing	Change to: “Equipment used for the storage of packaging shall be constructed of impervious materials and designed to enable cleaning of the floors and the storage room.”
Module 14	Establish criteria for brokers and agents	Add criteria for brokers and agents.
Module 16	Modification of module to reflect updated GFSI guidance	Change criteria to reflect updated GFSI guidance on multi-site operations.

Appendix 1		
FSC 26	Clarification of product description	Add: “Chilled, frozen”
Appendix 2		
	Establish definition	Add Broker. Suppliers that source all types of food through domestic and import channels; procuring consignments according to a buyer specification, but do not sight or handle the product. Brokers may also be referred to as “agents.” Brokers/agents do not manufacture, transport, or store products in their own facilities.
	Establish definition	Add: Certification Cycle. The annual period between certification audits.
	Establish definition	Add: Contract manufacturer. Facilities that are contracted by the SQF certified supplier to produce, process, pack and /or store part of all of one or more products included in the supplier’s SQF product scope. In some cases, a product may be manufactured interchangeably at the supplier’s site and at a contracted facility. In other cases, a contract manufacturer may only be used intermittently to fulfill or supplement the supplier’s production. Contract Manufacturers must follow the requirements outlined in the SQF Code.
	Establish definition	Add: Customer. A buyer or person that purchases goods or services from the supplier.
	Clarify definition	Add: Exempt. A term applied to elements of the SQF Code that the supplier does not wish to be included in the SQF System assessment, and has submitted a written request to the certification body to exclude, prior to commencement of any scheduled audit activity, Mandatory elements in Module 2 cannot be exempted. The certification body may confirm the reasons for exemption during the facility audit. The term also applies to products, processes or areas of the facility that the supplier wishes to exclude from the audit. A request must be submitted to the certification body in writing prior to the audit activity, and shall be listed in the facility description in the SQF assessment database.
	Clarify definition	Add: High-risk Food. Food or food product with known attributes for microbiological growth, physical or chemical contamination or a known food

		allergen, or which due to a process type may allow for the survival of pathogenic microbial flora or other contamination which, if not controlled, may contribute to illness of the consumer. It may also apply to a food that is deemed high risk by a customer, declared high risk by the relevant food regulation or has caused a major foodborne illness outbreak.
	Clarify definition	Add: High-risk Process. A facility or segregated room or area that requires specific controls and/or a higher level of hygienic practice to prevent food contamination.
	Clarify definition	Add: Multi-site program. Multi-site certification involves an entity certified to the SQF Code (i.e. manufacturer, packer, warehouse), or eligible for such certification, that has a network of primary supplier sub-sites that are eligible for certification to the SQF Code and are all involved in the same low risk activity. The central site and all sub-sites are all located in the one country and operate under the same food safety legislation.
	Establish definition	Add: N/A. Stands for 'not applicable' and may be reported during the audit by the auditor when an element does not apply immediately but the facility is still responsible for the element. N/A may also be reported to avoid double debiting, e.g. where a non-conformity has been raised against a similar, but more appropriate element. In this case, the element will be reported as "N/A."
	Establish definition	Add: Onsite Laboratories. A designated and enclosed area in the facility in which microbiological and other product testing is conducted and if not controlled could lead to contamination and requires the use of good laboratory practices.
	Establish definition	Add: Rework. Food, materials, and ingredients, including work in progress, that is clean, unadulterated and that has left the normal product flow and requires action to be taken on it before it is acceptable for release and is suitable for reuse within the process.
	Establish definition	Add: Sampling Program. A program of site audits defined by the scheme owner, but will be determined by the certification body based upon specified criteria.
	Establish definition	Add: Unannounced Audit. A re-certification audit that is conducted once within every three certification cycles and thirty (30) days either side the recertification audit date without prior notice to the SQF certified facility.

Appendix 3		
Schedule 1, page 191	Modification to Rules of Use to address the use of a corporate quality shield	Add criteria for the use of a single quality shield by a corporation.