SQF INTERNATIONAL CONFERENCE IDEA EXCHANGE BREAKFAST
Thursday, October 30th, 7:00 a.m. – 8:00 a.m.
Oceans Ballroom 5-8

PLEASE NOTE: These questions are "starter" questions. The facilitator will lead the discussion using these questions as a guide, but participants are encouraged to add their own questions! Each discussion table will have space for 9 participants (in addition to the moderator). Please arrive early if there's a particular discussion you want to attend, or be prepared to join one of the other discussion tables if a table is already full.

Discussion # 1 – FSMA 1
Moderator: Bob Strong

Discussion Questions:

1. Do you think FSMA is moving us in the right direction and how?
2. Are the proposed allergen requirements to avoid cross-contact too strict?
3. Should FSMA require environmental monitoring, and if so, in what types of food processors?
4. Preventive controls vs. CCPS - is this going to be causing any of you concerns about its implementation?
5. Should FSMA add a requirement to have an approved supplier program?

Discussion # 2 – FSMA 2
Moderator: Erik Lieberman

Discussion Questions:

1. How do you think the Foreign Supplier Verification Program requirement will impact the supply chain?
2. Will foreign growers and manufacturers face difficulties meeting the FSMA requirements?
3. How will the new supplier verification requirements in the Preventive Controls rule impact manufacturers? Are they prepared?
4. How will FSMA change third-party auditing procedures?
5. How will the Sanitary Food Transportation Act implementation impact logistics providers?

Discussion # 3 – VALIDATION AND VERIFICATION
Moderator: Roger Roeth

Discussion Questions:

1. What is the difference between verification and validation?
2. How can a food safety plan be validated?
3. What are some examples of verification and review of effectiveness for pre-requisite programs?
4. What are some of the best ways to document the verification and validation activity?
5. What is the frequency required to perform verification and validation for the Food Safety Plan or for Pre-requisite Programs?

Discussion # 4 – VALIDATION AND VERIFICATION 2
Moderator: Arlen Keller

Discussion Questions:

1. What is the difference between verification and validation?
2. How can a Food safety Plan be verified? Validated?
3. How can pre-requisite programs be verified? Validated?
4. Who conducts verification and validation activities?
5. What is your biggest struggle with verification and validation?

Discussion # 5 – INTERNAL AUDITING 1
Moderator: Jason Bauer

Discussion Questions:

1. What is the biggest challenge to conducting internal audits?
2. What kind of training do your internal auditors receive?
3. Which is better: doing the audits all at once or spread out over the year?
4. Is it realistic in your facility to have a team of internal auditors?
5. How do you make internal audit results relevant to senior management?
6. How do you translate results from internal audits into value added activity in the workplace?

Discussion # 6 – INTERNAL AUDITING 2
Moderator: Kim Onett

Discussion Questions:

1. What are the qualities you look for in an internal auditor?
2. How do you maintain momentum in your internal audit program?
3. How do you drive the closure of identified non- conformances and ensure actions taken are effective to prevent re-occurrence of issue?
4. How do you determine frequency of auditing internal programs?
5. Do you trend findings and corrective actions taken?

Discussion # 7 – FOOD SAFETY RISK ASSESSMENT METHODOLOGIES
Moderator: Clare Winkel

Discussion Questions:

1. What tools do you use for risk assessment, i.e. Simple Risk Matrix, 5 x 5 matrix, brainstorming, FMEA or CARVER ?
2. Do you actually document the severity vs likelihood for every step in the process and every raw material?
3. What do you include in the risk assessment, i.e. packaging, vendor facility & supply chain risks?
4. Do you really know the risks across your supply chain that supply your raw materials ?
5. Where do you get information to conduct a risk assessment? i.e. Recall notices (inc EU & ANZ not just USA), product specifications from suppliers, websites, actual past food poisonings, Bill Marler's website on his law cases ?
6. How do you define a truly viable risk, where do you say "enough is enough"? ie cost vs benefits.
7. What have you found is your biggest challenge to completing a thorough risk assessment?
8. How do you communicate the risks to your employees to ensure they properly control them?

Discussion # 8 – CORRECTIVE ACTION PROGRAMS 1
Moderator: Nadia Narine

Discussion Questions:

1. What are approaches to CA have been effective in your facility?
2. How have you gained management commitment to implement CA when costs are involved?
3. What are steps that you have used to ensure that corrective actions don't become repeat actions?
4. Can you explain what is the difference between" correction" and "corrective action"
5. Can you example the link between proper root cause analysis and CA?

Discussion # 9 – CORRECTIVE ACTION PROGRAMS 2
Moderator: Amandeep Dhillon

Discussion Questions:

1. What are qualities of a good Corrective Action Program?
2. What are factors for failure of the Corrective action programs?
3. What is a complete CAPA process?
4. What are factors to consider before doing a corrective action?
5. What type of tools are you using to implement corrective actions?

Discussion # 10 – TRAINING PROGRAMS 1
Moderator: Kristie Grzywinski

Discussion Questions:

1. If you (or your team) could choose your top three priority topics for employee training and development this year, what would they be?
2. What improvements overall can we make to the way we deliver our training program?
3. What in-house training have you or your team benefited from in the past and why?
4. What are some of the barriers you (or your team) face when it comes to participating in training?
5. What challenges do you (or your team) face that could be resolved with training?
6. Do you see the start of any emerging training need(s) that you think may need attention over next 1-2 years?
7. Is there a tool or resource that could help you or your team work more efficiently?

Discussion # 11 – TRAINING PROGRAMS 2
Moderator: Keith Henderson

Discussion Questions:

1. How do you analyze job performance to be sure conformance is being achieved?
2. How do you determine if a compliance problem is truly due to a lack of training?
3. If you (or your team) could choose your top three priority topics for employee training and development this year, what would they be?
4. How do you approach retraining of veteran employees?
5. What are some of the barriers you (or your team) face when it comes to participating in our training program?
6. Do you see the start of any emerging training need(s) that you think may need attention over next 1-2 years?

Discussion # 12 – FOOD DEFENSE 1
Moderator: Bob Kuhn

Discussion Questions:

1. When assembling the food defense policy do you use the code as the guide or a different method such as Food Defense Plan Builder, Carver + Shock, etc.?
2. How does your organization ensure food defense levels are maintained while using third party temporary employment agencies?
3. Is your organization utilizing security cameras, if so, where (interior and exterior), how are they monitored and are they on their verification schedule?
4. Does your current Crisis Management policy address ALL aspects of social media? Has it been reviewed by your legal staff?
5. Is your recall program interfaced with your crisis management program? Have you conducted validation exercises?

Discussion # 13 – TRACEABILITY 1
Moderator: Tom Benthien

Discussion Questions:

1. Have any of you experienced a food safety recall where your traceability program was tested?
2. Are you confident in your current traceability program? Why? or why Not?
3. Are there areas in your traceability program (finished product, packaging supply, ingredient supply?) that could be improved?
4. Have you experienced any challenges in acquiring the critical ingredient/packaging supplier information from the global supplier network?
5. While conducting your traceability exercises and mock recalls, what tools have you found to be the most beneficial in acquiring your data? example: lot ID, accurate records, frequent program review, flow charts, key entry points into your product flow?

Discussion # 14 – FOOD PACKAGING SAFETY
Moderator: Kathy Brophy

Discussion Questions:

1. What do (should) food processors require from their packaging suppliers with respect to regulatory compliance? Should food processors require audits of packaging suppliers?
2. If audits of packaging suppliers are required, what should the auditors be looking for?
3. How can food processors and packaging suppliers best assure and document safety and regulatory compliance for packaging materials which do not need review and approval by government authorities?
4. What can (should) packaging suppliers do to give food processors confidence that packaging and packaging materials are safe and have appropriate regulatory status?

Discussion # 15 – HACCP
Moderator: Ken Boyer

Discussion Questions:

1. Validation v. verification – what are the differences and do you understand them?
2. CCP and OCP - can they work in conjunction or do they need to be controlled separately?
3. How does HACCP compare to the current food production and inspection programs?
4. What is the status of the adoption of HACCP within the meat and poultry industry?
5. How can HACCP be applied in distribution and retail?

Discussion # 16 – HACCP
Moderator: Tedd Wittenbrink

Discussion Questions:

1. What do you do in your company to maintain an effective HACCP system?
2. How do we gain 'buy-in" for our HACCP System from all levels within our facility rather than it being just a QA program?
3. What has been the biggest struggle for your company in maintaining HACCP?
4. What advantage or benefits have you experienced through your HACCP system?
5. What are some resources that you have used to develop and maintain HACCP?

Discussion # 17 – FOREIGN MATERIAL PREVENTION PROGRAMS
Moderator: Ahmed Vavda

Discussion Questions:

1. What FM we should be concerned about?
2. What FM control programs we need?
3. What are the devices we have for FM control?
4. What is “Maintenance “ role?
5. How do we verify and validate FM control programs?
6. What training is needed?

Discussion # 18 – TOP 10 NON-CONFORMANCES
Moderator: Melody Ge

Discussion Questions:

1. As a supplier, what do you do differently when you know the top non-conformances? How do they relate to your SQF system? Does it make any difference to your facility and SQF system?
2. As an auditor, what do you do differently when you know the top non-conformances? Does it make any difference to the way you audit?
3. It seems like the same non-conformances are repeated year after year. Looking at the recently reported 10 non-conformances, what can you do to eliminate the top 2 from the list for next year?
4. How can SQF improve consistency when interpreting the SQF code elements?
5. Should SQF continue to track the top non-conformances? Is there anything else that would be more useful to report?

Discussion # 19 – RELIANCE SQF ASSESSMENT DATABASE
Moderator: Mike Farrell

Discussion Questions:

1. What do you feel is the most important functionality that needs to be included in the Audit Management System and database?
2. What are the biggest obstacles in using the audit management system and data base to its fullest extent?
3. What do you like most about the new data audit management system and data base?
4. What top three things could we add or change or improve in the audit management system or database?
5. Are you currently using another audit management system in conjunction with the SQF Assessment Database?
6. On average, how much administrative (i.e. data entry and troubleshooting) time would you say it takes to complete an SQF Audit (please include time spent in SQFAD and any internal audit management system (if in use))?
7. What type of reports would you like access to if they were made available in the future?
8. What type of online training for the system would be most effective to you? i.e Videos, Guides, Webinars?

Discussion # 20 – RELIANCE SQF ASSESSMENT DATABASE
Moderator: Lindsay Stafford

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Discussion # 21 – ALLERGEN MANAGEMENT
Moderator: Cynthia Fisher

Discussion Questions

1. Food Allergies are more prevalent among consumers today than ever before, and an increasing number of foods and ingredients are coming to light as Allergens or "Irritants" to consumers. What responsibility do food producers have to educate and inform members of their organizations; from management, to buyers to sanitation operators, about the ingredients they use, how they are stored, processed, the manner in which they are disposed, and the potential threats throughout the supply chain, to end consumers? Who should be trained, and is responsible for, Allergen Control?
2. How can processors successfully verify and validate Allergen Cleaning Protocols and thus minimize/eliminate potential cross contamination? What is the number one reason auditors issue a non-conformance due to Allergens?
3. How do we stay apprised and in compliance with Allergen Regulations in countries to which our products may be exported?
4. What is the level of responsibility of food processors with regard to transparency in labeling, to the consumer, beyond the required Allergen Alerts, Warnings, Statements, etc.?
5. What is the greatest challenge in developing an effective Allergen Control Program?

Discussion # 22 – ETHICAL SOURCING 1
Moderator: Skip Greenaway

Discussion Questions:

1. How does your organization define Ethical Sourcing?
2. What programs does your company have for Ethical Sourcing?
3. What is the main business driver for ethical sourcing?
4. What are the biggest obstacles to implementing an ES program?
5. What is/has been your organization's main benefit from the ES program?
6. Does your organization advertise its Ethical Sourcing program?
7. What is the main differences in the new version of Ethical Sourcing
8. What is GSCP doing with Ethical Sourcing
9. What is the benefit, if any, of Ethical Sourcing being accredited by ANAB

Discussion # 23 – PEST MANAGEMENT
Moderator: Tim Lombardo

Discussion Questions:

1. Internal or External Pest Control Operators (PCOs). What are the Pros and Cons to each?
2. How will FSMA and the Preventive Control requirements impact your plant's Pest Management Program?
3. What works well … and not so well … with your Pest Management Program?
4. How do you achieve employee engagement and interaction in your Pest Management Program?
5. How do you implement Corrective Action / Preventive Action plan for high levels of activity or negative trending?

Discussion # 24 – AUDITOR COMPETENCY
Moderator: Bill McBride

Discussion Questions:

1. What is the difference between auditor qualification and auditor competency?
2. How do you assess competency in auditors?
3. What are the differences between auditor competency and auditor calibration?
4. Does perceived auditor bias effect the auditee's perception of competency?
5. How do we address auditor complaints centered around competency issues?
6. How do we create competent auditors across so many food category sectors?

Discussion # 25 – AUDITOR COMPETENCY
Moderator: Dyane Burke

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2. How do you assess competency in auditors?
3. What are the differences between auditor competency and auditor calibration?
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Discussion # 26 – COMPRESSED AIR
Moderator: Holly Mockus

Discussion Questions:

1. What is your current procedure / process for compressed air?
2. Who conducts the checks and how often are you checking it and how is the frequency justified?
3. What kind of data are you collecting and how are you tracking and trending?
4. Have you implemented any corrective actions because of the data you received?
5. What is the scientific standard you are using to compare your data to?

Discussion # 27 – LEVEL 3 QUALITY PLAN
Moderator: LeAnn Chuboff

Discussion Questions:

1. What are some expectations for Level 3 from buyers, suppliers and certification bodies?
2. What are some obstacles for implementing a level 3 quality program?
3. How do you demonstrate success in your level 3 program?
4. How do you determine if you should move within levels?
5. What additional areas are measured in a quality program?
6. How can SQF improve the level 3 program

Discussion # 28 – LEVEL 3 QUALITY PLAN
Moderator: Frank Schreurs

Discussion Questions:

1. When implementing the SQF Level 3 Code or any Quality Management System what aspects do you consider to be the most difficult to accomplish?
2. What are some practical solutions to leverage the structure and practices of Food Safety Programs with Quality Programs?
3. What factors/data do you consider when determining verification and validation procedures for Critical Quality Points and Quality Points?
4. How do you engage with employees on the concept of quality vs food safety?
5. How do you or would you market or promote your Quality Management System (SQF Level 3) to your customers and/or stakeholders?

Discussion # 29 – ROOT CAUSE ANALYSIS
Moderator: Debby Newslow

Discussion Questions:

1. How and when should the concept of "root cause analysis" be implemented?
2. In your experience, what tools are the most useful when performing a formalized root cause analysis?
3. When evaluating the root cause of a finding recorded as a formalized corrective action, are formalized tools always required?
4. What would be an example of a root cause analysis resulting from common sense based on experience rather than a formalized RCA tool?
5. What have been the toughest, most challenging aspects of training your organization's associates including the management team in understanding how to properly define the finding and also the root cause of a situation?

Discussion # 30 – EMPLOYEE INVOLVEMENT AND INTERACTION
Moderator: Kevin Kruger

Discussion Questions:

1. What methods are successful at your facility/company in communicating the SQF Standards and employee's responsibility?
2. What are some of the behaviors you see in employee's when they are engaged?
3. IS SQF knowledge part of your company's performance review? If so how do you rate or evaluate them?
4. Do your employees participate in any SQF post audit activities?
5. What are some of your employee's opportunities to work on SQF initiatives (team, projects, audits etc.)?

Discussion # 31 - FSMA FOREIGN SUPPLIER VERIFICATION
Moderator: Margaret Kolk

Discussion Questions:

1. What food safety requirements do you currently have in place for foreign suppliers to assure that the product(s) you are importing meets U.S. standards for safety?
2. How do you qualify new foreign suppliers?
3. Who do you currently utilize for foreign supplier audits: a) Company internal audit team; 2) 2nd party audit firm; 3) GFSI certification auditors?
4. What challenges do you and your team members foresee in complying with the FDA Foreign Supplier Verification Program?
5. Have you or any of your team members reviewed the FDA FSVP requirements and, if so, have you submitted comments to FDA?

Discussion # 32 - MARKETING THE SQF PROGRAM TO BETTER YOUR BUSINESS
Moderator: Sarah Malenich

1. Do you list your certifications, awards and honors on your external materials -- i.e. brochures, press release, fact sheets, and business cards? If you have not, what is holding you back?
2. Do you currently co-market with partners or customers? How?
3. Does your website tout your food safety practices? How?
4. How are you using social media to promote your food safety practices/SQF certification?
5. Have you ever been swayed by labeling? -- i.e. organic, fair trade

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Discussion # 33 - FLOORING ISSUES
Moderator: Lloyd Kanter

1. Should you consider your floor a "preventive control?"
2. What aspect of production flooring do you think most impacts food safety?
3. If you have a floor that is readily cleanable, do you want a light floor color that will show the problems or do you want a dark floor that will hide the problem?
4. Do you think floor texture affects your audits?
5. Should producers stay ahead of problems by planning periodic floor renovation work or just keep up by doing patching and repair work?