



# FOOD SAFETY SYSTEM CERTIFICATION 22000

## BOARD OF STAKEHOLDERS DECISION LIST

FSSC 22000 VERSION 5

December 2020

## **BOARD OF STAKEHOLDERS DECISION LIST FSSC 22000 VERSION 5**

The Board of Stakeholders (BoS) Decision list is a document which contains decisions applicable to FSSC 22000 Scheme Version 5. The decisions overrule or provide further clarification on existing Scheme rules and have to be implemented and applied within the defined transition period. The decision list is dynamic and can be adjusted by the BoS when deemed necessary.

The Board of Stakeholders is composed of representatives of the food sectors covered by the FSSC 22000 Scheme. The BoS is responsible for approval of the content and functioning of the FSSC 22000 scheme. The Board has the possibility to provide binding decisions and voluntary recommendations for the associated Certification Bodies, Accreditation Bodies and Training Organizations with respect to the FSSC 22000 Scheme.

| Number | Reference       | Description  | Nature    | Decision date   | Effective date | Transition period                 |
|--------|-----------------|--|-----------|-----------------|----------------|-----------------------------------|
| #1     | Upgrade process | The Requirements for FSSC 22000 V5 Upgrade process document applicable for CBs and ABs has been revised.   | Mandatory | 3 December 2019 | Immediate      | Not applicable                    |
| #2     | Part 2 (2.2)    | A new ISO 22000 Guidance document has been developed for our licensed partners.  | Voluntary | 3 December 2019 | 1 January 2020 | Not applicable                    |
| #3     | Part 2 (2.2)    | For food chain categories C, D, I, G and K, the following additional GFSI requirement applies: <ul style="list-style-type: none"> <li>in addition to ISO 22000:2018 clause 7.1.6, the organization shall have a procedure for procurement in emergency situations to ensure that products still conform to specified requirements and the supplier has been evaluated.</li> </ul>  | Mandatory | 3 December 2019 | 1 January 2020 | Not applicable (included in V4.1) |
| #4     | Part 2 (2.2)    | For food chain category I, the following additional GFSI requirement applies: <ul style="list-style-type: none"> <li>in addition to ISO 22000:2018 clause 8.5.1.3, the organization shall have specified requirements in place in case packaging is used to impart or provide a functional effect on food (e.g. shelf life extension).</li> </ul>  | Mandatory | 3 December 2019 | 1 January 2020 | Not applicable (included in V4.1) |
| #5     | Part 2 (2.4)    | For food chain category CI, the following additional GFSI requirements apply: <ul style="list-style-type: none"> <li>in addition to ISO/TS 22002-1:2009 clause 9.2, the organization shall have a policy for the procurement of animals, fish and seafood which are subject to control of prohibited substances (e.g. pharmaceuticals, veterinary medicines, heavy metals and pesticides);</li> <li>in addition to ISO/TS 22002-1:2009 clause 10.1, the organization shall have specified requirements for an inspection process at lairage and/or at evisceration to ensure animals are fit for human consumption;</li> <li>in addition to ISO/TS 22002-1:2009 clause 16.2, the organization shall have specified requirements in place that define post-slaughter time and temperature in relation with chilling or freezing of the products.</li> </ul> | Mandatory | 3 December 2019 | 1 January 2020 | Not applicable (included in V4.1) |
| #6     | Part 2 (2.4)    | For food chain category G (provision of transport and storage services), the current prerequisite programs standard NEN/NTA 8059:2016 shall be replaced by the newly published ISO/TS 22002-5:2019 based on a gap assessment.  | Mandatory | 3 December 2019 | 1 January 2021 | 13 months                         |

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| <b>#7</b><br>Part 4<br>(3.5.3) | <p><i>3.5.3 Assignment of subcategories (initial and extension)</i></p> <p>1) After the initial approval auditors shall be approved/qualified per subcategory (see Part 1, table 1). In order to assign subcategories to an auditor, the CB shall demonstrate that the auditor complies with the following requirements:</p> <p>a) Experience:</p> <ul style="list-style-type: none"> <li>i. six (6) months' work experience in the subcategory (where food safety or quality consultancy work is used to demonstrate work experience, the amount of mandays shall add up to six months) OR</li> <li>ii. five (5) audits against a GFSI approved scheme, Dutch HACCP or ISO 22000 in the subcategory as a qualified auditor OR</li> <li>iii. five (5) audits against a GFSI approved scheme, Dutch HACCP or ISO 22000 in the subcategory as a trainee under the supervision of a qualified auditor for the subcategory OR</li> <li>iv. a combination of the above</li> </ul> <p>b) Demonstrated specific competence in the subcategory</p> <p>c) Meeting the CB's own competency criteria for the subcategory</p> <p>2) The CB shall have defined competency criteria for each subcategory to ensure knowledge of products, processes, practices and applicable laws and regulations of the relevant subcategory. Competence across the whole subcategory shall be demonstrated. Where the CB further split up subcategories, it shall be clear for which parts of the subcategory the auditor is qualified.</p> | Mandatory | 3 December 2019  | 1 January 2020 | 1 month        |
| <b>#8</b><br>Annex 4           | The CB Certificate template has been revised to include an omitted footer and correct reference to the ISO 22000:2018 standard.  | Mandatory | 3 December 2019  | 1 January 2020 | 1 month        |
| <b>#9</b><br>Part 1<br>(3.6)   | <p><i>3.6 Transport and storage (Category G)</i></p> <p>Food chain category G applies to third-party logistic service providers who physically store and/or transport food, feed or food/feed packaging materials but in most cases do not take ownership of the product.</p>  | Mandatory | 17 February 2020 | Immediate      | Not applicable |
| <b>#10</b><br>Part 2<br>(2.4)  | In the PRP standard for Food packaging manufacturing (ISO/TS 22002-4:2013), the word "should" in clause 4.13.2, must be replaced by "shall" making this a mandatory requirement.   | Mandatory | 17 February 2020 | Immediate      | Not applicable |

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| #11 | Part 3<br>(6.2.1 & 8) | <p>The following modified requirements apply to the below (bullet 2 of 6.2.1 only):</p> <p><i>6.2.1 Minor nonconformity</i></p> <p>A minor nonconformity shall be issued when the finding does not affect the capability of the management system to achieve the intended results:</p> <p>2) the CB shall review the corrective action plan and the evidence of correction and approve it when acceptable. The CB approval shall be completed within 28 days after the last day of the audit. Exceeding this timeframe by the organization shall result in a suspension of the certificate;</p> <p><i>8. Portal data and documentation</i></p> <p>For all audit types, the required data and documentation shall be entered in the Portal at the latest 28 calendar days after the certification decision with a maximum of 2 months after the last day of the audit.</p> | Mandatory | 17 February<br>2020 | 1 June<br>2020         | 3 months          |
| #12 | Part 4<br>(3.5.1)     | <p>The following modified requirement applies to bullet 4a:</p> <p><i>3.5.1 Initial training and experience</i></p> <p>The CB shall ensure that trainee auditors or auditors transferring from other CBs are meeting the following initial training and experience requirements:</p> <p>4a) Audits: a minimum of ten (10) audit days consisting of at least five (5) third-party food safety audits that cover elements of FSMS, HACCP and PRP requirements in the relevant industry sector. The five (5) audits have to include at least 3 FSSC 22000 audits of which one (1) is the FSSC 22000 witness audit.</p>   | Mandatory | 17 February<br>2020 | 31<br>December<br>2020 | 10 months         |
| #13 | FSMA<br>Addendum      | <p>A revised FSMA Gap Assessment and Addendum has been developed based on FSSC 2000 Scheme version 5.</p>   | Voluntary | 17 February<br>2020 | Immediate              | Not<br>applicable |
| #14 | COVID-19              | <p>Due to the Novel Coronavirus (COVID-19) pandemic, a set of mandatory requirements have been agreed under which CBs and ABs are to manage audits, certification and accreditation.</p>  | Mandatory | 20 March<br>2020    | Immediate              | Not<br>applicable |

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| #15 | COVID-19            | The Novel Coronavirus (COVID-19) CB position paper has been revised meeting the latest GFSI requirements which do not allow remote audit activities. In any case, CBs shall risk assess all affected FSSC 22000 certified organizations according to the Serious event requirements in Part 3; 5.10. The risk assessment has to consider the requirements as set out in the Corona Position Paper for CBs and be uploaded to the FSSC portal. The deadline for completion of these risk assessments is 1 July 2020. | Mandatory               | 14 April 2020   | Immediate    | Not applicable |
| #16 | COVID-19            | Due to the Novel Coronavirus (COVID-19) pandemic, requirements have been developed under which Training Organizations are allowed to deliver existing FSSC 22000 courses.   | Mandatory               | 14 April 2020   | Immediate    | Not applicable |
| #17 | E-learning Annex 8  | A new E-learning Annex has been published with requirements for the delivery of FSSC 22000 approved courses by licensed Training Organizations.   | Mandatory               | 14 April 2020   | 14 July 2020 | 3 months       |
| #18 | Part 3 (6.2)        | Nonconformities shall always be written to the most relevant scheme requirement linked to the specific audit criteria in ISO 22000:2018; the specified PRP standard or the FSSC Additional Requirement.   | Mandatory               | 14 April 2020   | 14 July 2020 | 3 months       |
| #19 | Part 4 (3.5.1 – 4b) | The requirement to complete the GFSI Knowledge Exam as part of auditor approval is no longer compulsory as of 01 May 2020.  | Mandatory               | 23 June 2020    | 01 May 2020  | Not applicable |
| #20 | Annex 9             | A new Annex has been published with requirements for CBs on the use of ICT (Information and Communication Technology). Utilizing the ICT Audit Approach is voluntary and shall be agreed between the CB and the certified organization. When the ICT Audit Approach is utilized, the requirements in Annex 9 are mandatory.   | Voluntary/<br>Mandatory | 23 June 2020    | Immediate    | Not applicable |
| #21 | V5 upgrade process  | A General concession is being granted to extend the official timeline for completing the V5 upgrade audits to 30 March 2021. This is subject to the certified organization receiving and agreeing to two FSSC 22000 audits in 2021 to re-align the cycle. CBs shall send a list of FSSC 22000 audits moved into 2021 to the Foundation by 31/12/2020  | Mandatory               | 01 October 2020 | Immediate    | Not applicable |
| #22 | Annex 9             | An update to Annex 9 - Requirements for CBs on the use of ICT (Information and Communication Technology) has been published.  | Mandatory               | 01 October 2020 | Immediate    | Not applicable |

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| #23 | Full Remote Audit Addendum                   | A new Addendum has been published with requirements for conducting full remote audits in the case of a serious event. This voluntary Addendum may be used subject to mutual agreement between the CB and the certified organization and results in accredited FSSC 22000 certification that is currently not recognized by the GFSI. Where the full remote audit option is used, the requirements in the Addendum are mandatory. | Voluntary/<br>Mandatory | 01 October 2020  | Immediate       | Not applicable |
| #24 | FSSC 22000 Version 5.1                       | A new sub-version of the Scheme, FSSC 22000 Version 5.1, has been approved by the Board of Stakeholders.   | Mandatory               | 29 October 2020  | 01 April 2021   | 5 months       |
| #25 | Requirements for Version 5.1 Upgrade Process | The V5.1 Upgrade Paper has been approved, setting out the requirements for CBs, ABs and Training Organizations on how to transition organizations to Version 5.1 of the Scheme.  | Mandatory               | 1 December 2020  | 01 April 2021   | 4 months       |
| #26 | IP Sanction Policy                           | An updated version of the Integrity Program Sanction Policy has been approved.   | Mandatory               | 1 December 2020  | 01 January 2021 | 1 month        |
| #27 | AB Requirements for COVID-19                 | An updated version of the AB Requirements for dealing with the COVID-19 pandemic has been approved.  | Mandatory               | 1 December 2020  | Immediate       | Not applicable |
| #28 | Guidance document on Transport Tank Cleaning | A new Guidance document has been developed in conjunction with an industry working group to provide support for our FSSC 22000 certified organizations on how to include and control transport tank cleaning in their food safety management systems.  | Voluntary               | 1 December 2020  | Immediate       | Not applicable |
| #29 | CB Requirements for COVID-19                 | An updated version of the CB Requirements for dealing with the COVID-19 pandemic has been approved.  | Mandatory               | 15 December 2020 | Immediate       | Not applicable |