



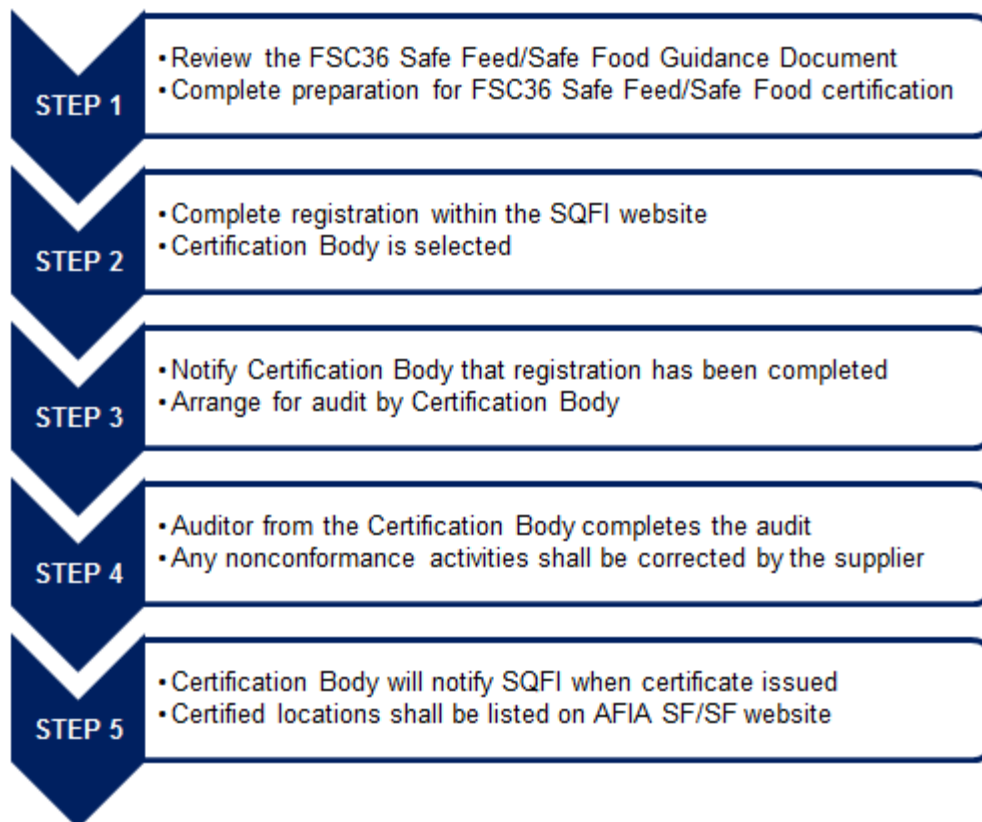
SAFE FEED/SAFE FOOD UPDATE

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Volume 2

Registration and Certification Tips for FSC36 Safe Feed/Safe Food

If a facility is interested in obtaining a Safe Feed/Safe Food certification that is administered through the Safe Quality Food Institute, it must complete registration **and** certification. Both processes are important and are independent of one another. The registration process is completed on the SQFI website while the certification is completed by the certifying body selected by the facility to complete the on-site audit. The American Feed Industry Association has developed a step-by-step procedure to help with the facilities to complete the registration process as easily as possible. [FSC36 SF/SF SQF Reliance System User Guide - Registration to Certification](#) may be found on the [Safe Feed/Safe Food website](#).



STEP 1 - The Supplier (or facility, the SFQ system refers to facilities as "Supplier") should review the "new" FSC36 Safe Feed/Safe Food guidance document and determine whether or not the location is ready for the certification. If not, the Supplier should take steps to prepare for compliance based on the guidance document.

STEP 2 - Registration within SQFI website.

1. A Supplier must be registered within SQFI on the SQF website (www.sqfi.com) in order to seek FSC36 Safe Feed/Safe Food certification. A [Registration Users Guide](#) is provided on the SQF website. For FSC36 Safe Feed/Safe Food certification, please see "FSC36 Safe Feed/Safe Food: SQF Reliance System User Guide - Registration to Certification." This document may be found [here](#).
2. Registration provides key contact and billing information for the certification. It is important that the correct key contact and email address are provided.
3. During registration, the Certification Body and the type of certification sought are selected. It is important for a Supplier to know whether or not the Certification Body is approved to complete a FSC36 Safe Feed/Safe Food certification. If the Supplier is uncertain about selecting a Certification Body, the Supplier may designate as "unknown" within the selection field as the Certification Body may be changed at any time. However, before a Certification Body is able to complete the Supplier's audit or certification, the Certification Body *must* be correctly designated.
4. Re-registration is required annually. Once registered within the SQFI system, the database will notify the key contact for the Supplier 90 days prior to registration renewal as a reminder. It is the responsibility of the Supplier to ensure re-registration is completed. Thus, it is important the key contact is correct for the Supplier.
5. Registration is independent of the certification process.

STEP 3 - Certification Body notification

1. Once registration or re-registration is complete, it is the Supplier's responsibility to contact the selected Certification Body to begin the certification process.
2. After the Certification Body has been notified that the Supplier's registration is complete, the Certification Body initiates the audit process. The Certification Body selects the most appropriate qualified auditor for the Supplier's certification audit.
3. The scope of the audit should be clearly defined before the audit. The entire site, including all premises, support buildings, silos, tanks, loading and unloading bays and external grounds must be included in the scope of certification. Where a Supplier seeks to exempt parts of the site for any reason, the request for exemption must be submitted to the Certification Body in writing. However, all parts of the premises and process that are involved with the production, processing and storage of products, are included in the scope and cannot be exempted.
4. FSC36 Safe Feed/Safe Food is a two-year certification and an on-site audit is required to obtain certification. An on-site audit is required the first year while a surveillance audit, which is a remote audit, may be completed the second year. An on-site audit may be completed the second year as well, if preferred by the Supplier, or determined necessary based the previous on-site audit. The on-site audit covers all elements within the FSC36 Safe

Feed/Safe Food guidance document, excluding those identified as exempt by the Supplier and the Certification Body prior to the audit. The remote audit covers all mandatory elements.

5. Both audits are completed by the same Certification Body. Should a Supplier choose to change certifying bodies, an on-site audit is needed.

STEP 4 - Audits

1. The Certification Body works with the Supplier to select a date for the audit and a qualified auditor for the certification audit. The Supplier and the Certification Body shall agree on the audit scope before the certification audit begins.
2. After the auditor completes the on-site audit, the auditor completes the audit checklist online within the SQF database. The checklist contains a list of the various clauses within the guidance document (see Section 5). The Supplier is required to close nonconformance items or nonconformities before the certification can be issued. The Certification Body is responsible for issuing the certification.
3. For remote audits, the Certification Body collects sufficient information from the Supplier to ensure compliance with the mandatory elements is maintained. The Certification Body completes the audit form for the Supplier online within the SQF database. Any nonconformance items identified during the remote audit must be closed by the Supplier within the timelines as outlined in Section 2.3. Failure to do so could result in a suspension of the Supplier's certification. If the requirements of the remote audit are not met, the Supplier shall be required to complete an on-site audit within 60 days.

STEP 5 - Certification notification

1. After all nonconformance items, if any, are closed, the Certification Body issues the FSC36 Safe Feed/Safe Food certification. The Certification Body notifies SQFI that the facility is certified. SQFI notifies AFIA and AFIA posts all FSC36 Safe Feed/Safe Food certified facilities on its SF/SF website (www.safefeedsafefood.org).

Food Safety Certification Programs

Which program is right for me?



Which certification is right for me? AFIA offers four certification options for quality and food safety programs. The right one for you depends upon your business and your target customers. A brief description of the certification options is provided in the chart below.

Safe Feed/Safe Food Certifications

International Safe Feed/Safe Food <ul style="list-style-type: none">• Internationally recognized program that aligns with FAMI-QS• Designed for feed additives and premixes
FSC32 Manufacture of Pet Food <ul style="list-style-type: none">• GFSI recognized program that meet FSMA regulatory requirements• Designed for pet food manufacturers or ingredient suppliers
FSC34 Manufacture of Animal Feeds <ul style="list-style-type: none">• GFSI recognized program that meet FSMA regulatory requirements• Designed for feed manufacturers and ingredient suppliers
FSC36 Safe Feed/Safe Food <ul style="list-style-type: none">• Fundamentals for compliance with FSMA• Designed for North American feed manufacturers

An update in the guidance document describing the requirements for [FSC36 Safe Feed/Safe Food certification](#) is now available on the Safe Feed/Safe Food website (learn more in future newsletters). The goal of the updates is to provide a certification that meets the regulatory requirements for FSMA as well as drive continuous improvement within the facility's quality and food safety program.

AFIA is dedicated to driving continuous improvement in the delivery of a safe and wholesome feed supply for the growth and care of animals. AFIA maintains its commitment to help its members and the total feed industry to develop quality and food safety programs to meet and exceed the expectations of its customers.

Contact AFIA

For technical assistance, please contact [Dr. Henry Turlington](#), AFIA director of quality and manufacturing regulatory affairs, at (703) 650-0146. For administrative assistance, please contact [Shakera Daley](#), AFIA accounting and administrative coordinator, at (703) 558-3571.

Safe Feed/Safe Food Website

Stay Connected



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