

## Seven Principles of HACCP

1. Conduct a Hazard Analysis
2. Identify Critical Control Points
3. Establish Critical Limits
4. Establish Monitoring
5. Establish Corrective Actions
6. Establish Verification
7. Establish Documentation and Records

### 1. Hazard Analysis

A “*hazard*” is anything which may cause harm to your customers.

**There are three types of hazards:-**

- a. biological
- b. chemical
- c. physical

#### a. Biological Hazards

Biological hazards include food poisoning bacteria such as *Salmonella*, *E. coli* and *Bacillus cereus*, which are hazardous because they can:-

- **survive** inadequate cooking
- **multiply** to harmful levels in food given the right conditions
- **spread** from raw foods to ready to eat foods (cross contamination)

#### b. Chemical Hazards

Chemical hazards may be present on certain foods in the form of pesticides or cleaning residues. Chemical hazards may also arise from incorrect storage and misuse of cleaning chemicals or rodent bait. Not using food grade equipment may also contaminate the food.

#### c. Physical Hazards

Physical hazards include contamination from foreign bodies like glass, wood, metal, hair, flies etc.

To identify all the hazards associated within your business, you may wish to consider what **process steps** are applicable to your business.

You will then need to think about the three hazards at each stage/process step of your operation.

**Process steps:** this is a stage in the business operation to produce certain foods.

You will need to think what stages are applicable to your business and either take a generic or specific approach to the foods you produce.

For example:-

- |                            |           |
|----------------------------|-----------|
| · purchase/receipt/collect | · cooking |
| · delivery                 | · cooling |
| · storage                  | · storage |
| · preparation              | · service |

## 2. Critical Control Points (CCP's)

CCP's are the stages of your process where the hazards must be controlled for the food to be safe to eat.

## 3. Critical Limit

Critical limits are specified safety limits at your CCP's, which separates acceptable (*safe food*) from unacceptable (*unsafe food*).

Critical limits are usually numerical values based on scientific finding.

For example: Critical limit for the storage of foods in a fridge.

0 < > 5°C this is **good practice** but the food stored at this temperature is not critical

**8°C this is the critical limit**

**10°C** this has exceeded the critical limit and is **potentially unsafe**

## 4. Monitoring

Monitoring procedures would need to be established to ensure hazards are controlled at CCP's. Such monitoring activity may involve temperature checks, visual inspection and time recording. Monitoring forms are available.

## 5. Corrective Action

Corrective action, are procedures to be taken when monitoring (at CCP's) has identified that the critical limit has been or is likely to be exceeded.

Such action must either make the food safe or prevent its entry into the food chain.

For example: the fridge temperature is 10°C.

Your corrective action may state to;

Re-monitor in one hour, relocate the food to another fridge operating at or below 8°C, call the manager/owner, call the fridge engineer.

## 6. Verification

This involves taking an overview of your HACCP based system to ensure it is working effectively.

It is checking that the checks already done are true and effective at controlling your hazards e.g. Managers weekly checks and food sampling would be verification procedures.

## 7. Documentation

A HACCP based system must have appropriate *documentation* to demonstrate it is working effectively. These will usually incorporate HACCP charts, work instructions, written procedures/policies, training records, monitoring records, sampling records, invoices, receipts etc.

## Review

To ensure the **HACCP** is working effectively, it is important to *review* the food safety system at regular intervals. This may be when there is a change of menu, a complaint, a new product, a new premise or a visit from the Environmental Health Service.

**IT IS GOOD PRACTICE TO REVIEW THE SYSTEM AT LEAST ONCE A YEAR.**