



How to Start a Food Safety Plan

What?

The objective of a Food/Feed Safety Plan is to ensure the safety of the animal food being produced. Completing a written hazard analysis, implementing prerequisite programs, implementing risk-based preventive control measures when needed, monitoring the specified criteria, and verifying the effectiveness of the controls are criteria that need to be met to ensure distribution of a safe animal food/feed.

Basic Requirements of a Food Safety Plan:

Written Hazard Analysis

Written Justification for Hazard Analysis (including Prerequisite Programs)

Written Preventive Controls (if applicable)

Records as Required

Note: Not all firms will have a Preventive Control.

Why?

Compliance with Title 21 of the Code of Federal Regulations Part 507 is required by the Food Safety Modernization Act (FSMA) for facilities which handle animal food. More information about the requirements are addressed with FDA's [FSMA FAQs](#). Some facilities may [qualify for exemptions](#) from certain sections of the regulation.

Who?

The food safety plan must be signed by the owner, or agent in charge.

One or more preventive controls qualified individuals (PCQI) must prepare, or oversee the preparation of, the food safety plan. Individuals can become PCQI certified through the Food Safety Preventive Controls Alliance (FSPCA)- search for available trainings [here](#).

The SAFE Program offers PCQI training periodically, visit the [SAFE](#) website to subscribe to the list serve for updates.

When?

The food safety plan should contain a date of origination, and dates of revision. The food safety plan as a whole must be reanalyzed at least once every 3 years, or whenever circumstances exist as described in [§507.50 \(b\)](#).

Where?

The food safety plan should be site-specific for each facility location.

How to Start a Food Safety Plan?

The following resources are NOT all-inclusive, but serve as a good starting point:

1. Identify known hazards associated with the ingredients and processing steps used at the facility.

[FDA Website- Biological, Chemical and Physical Contaminants in Animal Food](#)

[SAFE Hazard Guidance](#)

2. Conduct a hazard analysis. Evaluate each hazard based on severity of illness or injury that could be caused to animals or humans, and the probability that the hazard will occur.

[FDA Guidance for Industry # 245](#)

[FSPCA Abbreviated Food Safety Plan for a Livestock Feed Mill](#)

[SAFE Developed Sample Hazard Analysis Templates and Samples](#)

3. Provide written justification for hazard analysis including scientific and technical evidence, literature review, and/or test results to support the risk-ranking used in the Hazard Analysis.

[SAFE Hazard Analysis Resources](#)

4. Provide Standard Operating Procedures (SOP's) and other information relevant to Prerequisite Programs in place that serve as justification for risk ranking in the hazard analysis.

Note: "prerequisite programs" are common practices and procedures which minimize the occurrence of certain hazards and are considered during the hazard analysis.

[SAFE Developed Prerequisite Program Templates and Examples](#)

5. Preventive Controls:

Hazards that have high severity in illness or injury to animals or humans and/or a high probability of occurrence will need to have a Preventive Control. Preventive Controls need to be written, and there are specific management components required by [§507.39](#).

NOTE: Not all facilities will have a Preventive Control.

[SAFE Developed Readiness and Self-Assessment Checklists](#)

NOTE: SAFE guidance materials are provided for educational purposes only and do not guarantee adequacy of procedures or compliance with regulations.