TOPCERTIFIER

Governance, Risk & Compliance Consultants

ISO 22000 GAP ANALYSIS TEMPLATE

INTRODUCTION:

TopCertifier offers a Simplified ISO 22000 Gap Analysis Checklist to help you identify areas where your organization may need improvements to align with ISO 22000 standards. This checklist serves as a foundational tool for evaluating your compliance with ISO 22000 and in assessing your food safety management system (FSMS).

SECTION 1: LEADERSHIP AND SAFETY POLICY:

- ☐ Is there a clearly defined food safety policy reflecting ISO 22000 principles?
- ☐ Does top management demonstrate commitment to ISO 22000?
- ☐ Are food safety objectives established and communicated to relevant personnel that ensures their compliance for ISO 22000?

SECTION 2: PLANNING

- ☐ Have you identified and assessed food safety hazards within your processes?
- ☐ Are there plans and controls in place for addressing identified hazards?
- ☐ Is there a process for setting measurable food safety objectives and targets?

SECTION 3: RESOURCE MANAGEMENT

- ☐ Are resources (human, infrastructure, and environment) available for FSMS?
- ☐ Is there an awareness program for employees regarding ISO 22000?
- ☐ Are documented procedures in place for competence, awareness, and communication?

SECTION 4: OPERATION

- ☐ Are processes determined, documented, and consistently followed?
- ☐ Do you monitor criteria for ensuring the safety and suitability of food products?
- ☐ Is there a process for identifying actions related to OHS?

SECTION 5: PERFORMANCE EVALUATION

- ☐ Are internal audits conducted to assess food safety standards?
- ☐ Are data and information collected and analyzed to evaluate FSMS performance?
- ☐ Is there a process for conducting management reviews?

SECTION 6: IMPROVEMENT

- ☐ Are corrective actions taken when non-conformities are identified?
- ☐ Is there a process for continuous improvement based on FSMS performance data?
- ☐ Are preventive actions implemented to address potential food safety issues?

SECTION 7: DOCUMENTATION AND RECORDS

☐ Are procedures and processes documented as required by ISO 22000?
☐ Are records maintained to demonstrate FSMS conformity and effectiveness?
☐ Is document control in place to ensure the latest versions of documents are used?

Please note that this checklist provides a high-level overview, and it's crucial to conduct a more detailed analysis tailored to your organization's specific food safety processes and context. Additionally, it's advisable to engage with ISO 22000 experts or consultants to conduct a comprehensive gap analysis for your organization's food safety management system.