Purpose
1. To define the critical limits for all CCPs identified and ensure a monitoring system is established to control any hazards or food safety risks identified
2. To define responsibilities and what corrective actions are required to regain control if a CCP should fail
3. To define a verification and review schedule for all CCPs

Scope
All products and processes at the Central Production Unit to ensure all CCPs are identified, and suitable critical limits, monitoring, and corrective actions are clearly defined:

Central Production Unit details:

Responsibilities

Responsible Person (s)	Responsibility
Site Manager	To ensure this procedure is accurate, regularly reviewed and kept up to date To support the operational leads / teams conduct verification and reviews of the CCPs To ensure that the requirements of this procedure are consistently implemented and that the required CCP verifications and reviews are conducted diligently and recorded

Establishing critical limits for CCPs
The critical limit is the value that separates a safe product from a potentially unsafe product. Critical limits may be defined in legislation whilst others may be determined through verification data. For each CCP identified a critical limit is designed to either eliminate the food safety hazard or reduce it to an acceptable level.

Using chilled temperature management as an example, following a logical process to ascertain CCP's, by following the CCP decision tree, it may be determined that control of chilled temperature prevents further growth of microbiological organisms. However, it does not reduce or eliminate the presence of microbiological organisms therefore not a CCP. In addition, there may be a subsequent process step prior to consumption that will reduce or eliminate the hazard to an acceptable level.

Using cooking as an example, following a logical process to ascertain a CCP, by following the CCP decision tree, it is likely to be determined that cooking food to a specified core temperature destroys potentially harmful microbiological organisms, and is therefore designed to eliminate or reduce the hazard to an acceptable level, therefore a CCP. In addition, there may be no other subsequent process step prior to consumption that will reduce or eliminate the hazard to an acceptable level.

Establishing a monitoring system for CCPs
Monitoring CCPs is important, to ensure the CCP critical limit is consistently being achieved, for example through checking product core temperatures post cook cycle, to ensure a food safe cook has been achieved, and the recorded core product temperature check readings have also been recorded, to support in demonstrating the CCP critical limit has been met, to support in demonstrating due

diligence. CCP monitoring can be recorded electronically, for example digital HACCP or on paper-based temperature check records in the absence of digital HACCP.

Establishing a corrective action for CCPs

Where CCP monitoring shows a CCP critical limit has not been met, suitable corrective actions must be defined and implemented. Any corrective actions taken, for example a boost cook, must be recorded and fully documented, with all records maintained to demonstrate the CCP critical limit has been met. The responsibility to ensure corrective actions are implemented falls to the site manager and the operational teams.

Establish verification and review of CCPs

Verification of each CCP should be completed daily and documented. Verification of control measures should be routinely conducted to ensure the monitoring controls are effective.

Supporting CCP verification activities examples include:

- Audits of the HACCP system (internal or independent external)
- Periodic supervisory checks of CCP monitoring, recording and corrective actions
- Investigation into complaints, corrective actions, process deviations, incidents, non-conformances
- Microbiological testing
- Servicing and calibration of equipment
- Horizon scanning and industry guidance

A formal review of the HACCP Plan should be undertaken annually as a minimum, or following a significant change to process that may affect food safety, to include factors such as changes to process operations, and external changes such as changes in legislation or new scientific data. All reviews should be documented, retained and form part of the records keeping system of the HACCP Plan, to include CCP reviews.

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