



**Evaluation of Template or Model Food  
Control Plan  
Care Association of New Zealand (CANZ)**

**27 March 2018**





## Introduction

Section 40 of the Food Act 2014 provides that the Ministry for Primary Industries' (MPI) chief executive can approve a template or model Food Control Plan (FCP) developed outside of MPI.

This allows food businesses or commercial operations to:

- Develop a FCP and have it approved so that each business using the plan does not need to submit their plan for individual evaluation.
- Make adjustments to the MPI templates to include multi-site or multi-business specific procedures or practices, or to reflect common language/terminology used in the business and have those changes approved.

## Context for this Evaluation

Care Association of New Zealand (CANZ) has requested approval of their food safety manual (a model FCP) under Section 40 of the Food Act 2014.

The CANZ manual sets out procedures for managing hazards in a food service setting. CANZ facilities fall into the food service sector.

## Evaluation Conclusion (Summary)

The manual, if followed as written, is sufficient to adequately control the relevant food safety hazards.

Several matters have been raised for CANZ's consideration:

1. To identify hazards associated with freezing food, and to clarify the scope of freezing food in business activities; for example if wanting to make, freeze and distribute meals for elderly (vulnerable) people.
2. To complete an unfinished sentence in the 'Purpose' section of the manual relating to the storage of prepared food.
3. To clarify the time-temperature combination for cooking potentially hazardous foods at 70°C and apply consistent messaging to cooking times/temperatures through the document.
4. To apply consistent messaging to storage times for potentially-hazardous food made by an operator.
5. To clarify what is meant by 'sealing' whole cuts and joints of meat when cooking them, and modify the term 'consider' when there is a requirement to take corrective action.

*As at 5 April 2018, it is understood recommendations have been addressed and relevant steps taken. (The updated version is referenced CANZ/Jelica).*

The evaluator recommends that MPI's chief executive approves the CANZ manual as a template or model FCP under section 40 of the Food Act 2014.

The verifier of a registered food control plan based on the CANZ manual is recognised under S.139 to verify template-based food control plans.





## Care Association of New Zealand Evaluation Report

<b>Ref: FR15 Regs for custom plan evaluation</b>	<b>Evaluation criteria</b>	<b>Evaluation findings – Care Association of New Zealand</b>
<b>10(3)(a)</b>	<b>Name of evaluator</b>	Christopher Kasonde
<b>10(3)(b)</b>	<b>Name of food business</b>	Care Association of New Zealand (CANZ)
<b>10(3)(c)</b>	<b>Name of operator of food business</b>	Members affiliated to CANZ
<b>10(3)(d)</b>	<b>Type of food to which the procedure applies</b>	<p>Variety of foods prepared for elderly residents in care facilities. These foods are covered under Schedule 1 Part 3 "Food service sector".</p> <p>Food businesses under this sector can prepare or manufacture and serve meals, snacks, or beverages for consumers' immediate consumption.</p>
<b>10(3)(e)</b>	<b>Description of practices and activities carried out</b>	<p>A summary of practices carried out under the Food Control Plan is provided in the HACCP (Hazard Analysis and Critical Control Point) section.</p> <p>Activities include:</p> <p>sourcing of ingredients; receiving; cold storage; handling or preparing different types of food according to prescribed menu –washing, cutting to acceptable size and thickness, mixing, marinating, searing, grilling, chilling, thawing, packaging, cooking, hot holding, reheating, displaying, holding, serving, and transporting.</p> <p>The manual requires people preparing food products to follow good operating practices relevant to each production process. For example:</p> <ul style="list-style-type: none"> <li>• Equipment being used must be clean and staff competent for the task.</li> <li>• Ingredients must be obtained from approved sources.</li> <li>• All potentially hazardous ingredients must be delivered at or below 4°C or solid frozen.</li> <li>• All food must be stored in a manner that ensures reduction or prevention of bacterial growth.</li> </ul>

<b>Ref: FR15 Regs for custom plan evaluation</b>	<b>Evaluation criteria</b>	<b>Evaluation findings – Care Association of New Zealand</b>
		<ul style="list-style-type: none"> <li>• Measures must be taken to prevent cross-contamination during preparation, storage, and service.</li> <li>• Operators are required to follow established personal hygiene procedures.</li> <li>• Operators are required to maintain records where applicable.</li> </ul>
<b>10(3)(f)</b>	<b>List of documents assessed</b>	<p>Food Safety Manual – March 2018. Consisting of the following sections:</p> <ul style="list-style-type: none"> <li>• Index (with disclaimer)</li> <li>• Introduction</li> <li>• Business details and layout</li> <li>• Allergens and food interactions</li> <li>• Chemicals and cleaning supplies</li> <li>• Chilling and cooling</li> <li>• Cleaning and sanitising</li> <li>• Cooking</li> <li>• Defrosting</li> <li>• Dishwasher and sterilisation</li> <li>• Food hygiene</li> <li>• Freezing</li> <li>• Hand hygiene personal hygiene and infection control</li> <li>• Hazard analysis and controls (HACCP)</li> <li>• Human Resource Management</li> <li>• Incidents</li> <li>• Inspections internal reviews</li> <li>• Left over and food waste</li> <li>• Maintenance, management of facilities, supplies, equipment</li> <li>• Pest vermin control</li> </ul>



<b>Ref: FR15 Regs for custom plan evaluation</b>	<b>Evaluation criteria</b>	<b>Evaluation findings – Care Association of New Zealand</b>
		<ul style="list-style-type: none"> <li>• Preparation and handling</li> <li>• Processing</li> <li>• Purchasing and receiving</li> <li>• Records</li> <li>• Service structure and responsibilities</li> <li>• Serving food at right temperature</li> <li>• Storing and separating</li> <li>• Temperatures</li> <li>• Training and competencies</li> <li>• Transportation</li> <li>• Waste management rubbish disposal</li> <li>• Water supply</li> <li>• Records</li> </ul>
<b>10(3)(g)</b>	<b>The name and address of the place assessed on site</b>	N/A (Evaluation did not include an on-site assessment)
<b>10(3)(h)</b>	<b>Places exempted from on-site assessment</b>	N/A
<b>10(3)(i)</b>	<b>Technical expert/s who provided information used in the evaluation process</b>	Chris Hewins, MPI
<b>10(3)(j)</b>	<b>Copies of the technical expert's reports</b>	N/A

<b>Ref: FR15 Regs for custom plan evaluation</b>	<b>Evaluation criteria</b>	<b>Evaluation findings – Care Association of New Zealand</b>
10(3)(k)	Information about the competency of the technical experts	N/A
10(3)(l)	Evaluator's views and reasons on Reg 9(1)(a) requirements (does the plan meet the applicable requirements of the Act)	<p><b>(i) Identification of all hazards and other factors that are reasonably likely to occur or arise under S. 42(g):</b></p> <p>The manual did not provide sufficient information about the following hazards:</p> <ol style="list-style-type: none"> <li>1. A relevant control step was not identified in the HACCP flow chart and worksheet for the freezing of cooked food and steps to check its safety and suitability for use. <i>This step must be included in the flow chart and worksheet to support the procedure already in the manual.</i></li> <li><i>The scope of freezing activities by operators also needs clarification. For example, if it is intended to freeze pre-made meals, hazards associated with making and freezing meals would need to be addressed by the plan.</i></li> <li>2. Control steps for the chilling and storage of food. A sentence in the special preparation characteristics section under product description and intended use in the 'Purpose' of the manual is incomplete. <i>The sentence needs to be completed to clarify the length of time cooked food can be stored.</i></li> <li>3. Control steps for the time that food is stored after preparation vary (and may be as a result of 2). For example, 'discard prepared food after 3 day storage' is in one part of the manual and 'maximum storage time for cook/ chilled food is 5 days...' is found in another part.</li> </ol>



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		<p><i>To avoid confusion, references to the shelf-life of prepared foods under operator control need to be consistent through the manual</i></p> <p>4. Cooking procedures use the words ‘sealing’ in relation to controlling harmful microbes, and ‘considering’ in relation to taking corrective action. <i>It is recommended that ‘sealing’ is defined or qualified; while ‘consider’ is changed to make it clear that this is a requirement to take corrective action.</i></p> <p><b>(ii) the validation information set out in the plan demonstrates as required by regulation 7(2) that:</b></p> <p><b>(a) the procedures and activities of the food business set out in the FCP will enable safe and suitable food to be traded:</b></p> <p>A relevant control step - the time-temperature combination for cooking at 70°C identified in the manual – does not align with accepted practices, such as MPI Food Service and Retail templates.</p> <p><i>It is recommended:</i></p> <ul style="list-style-type: none"> <li>• <i>The time for cooking food at 70°C is checked and either validated or modified to reflect good practice.</i></li> <li>• <i>That references to times associated with cooking food at 70°C are made consistent through the manual.</i></li> </ul> <p><b>(b) practices carried out will enable safe and suitable food to be traded:</b></p> <p>Yes – but subject to the above evaluator comments</p> <p><b>(c) the facilities, equipment and essential services used in relation to those procedures, practices, and activities will enable safe and suitable food to be traded:</b></p>

<b>Ref: FR15 Regs for custom plan evaluation</b>	<b>Evaluation criteria</b>	<b>Evaluation findings – Care Association of New Zealand</b>
		Yes - where they equate to those used for validating the process.
<b>10(3)(l)</b>	<b>Evaluator's views and reasons on Reg 9(1)(b) requirements</b>	<p><b>Is the information believed to be accurate?</b></p> <p>Information is believed to be accurate.</p> <p><b>Any other information provided to the evaluator for assessment under 9(1)(a)?</b></p>
<b>10(2)(a)</b>	<b>Statement of Validity</b>	<p><b>I state that the plan is valid in terms of s.41 of the Act (it is in writing and acceptable form).</b></p> <p><b>I state that the plan is valid in terms of s42 of the Act (has all FCP Contents required by that section and FR15 reg 6).</b></p>
<b>10(2)(a)</b>	<b>Statement of Validity</b>	The CANZ manual is valid.
<b>10(2)(b)</b>	<b>What conditions does the evaluator recommend to be imposed on the registration of the plan?</b>	No registration conditions are recommended
<b>112-113 or 115-116</b>	<b>ISO requirements</b>	N/A
<b>11(2)(a)-(c)</b>	<b>Endorsement</b>	<p><b>I state that the manual is assessed by me as the Evaluator.</b></p> <p><b>I state that this evaluation report is as prepared by me as the Evaluator.</b></p>
<b>11(2)(a)-(c)</b>	<b>Signed and dated</b>	<i>Chris Kasonde 13/03/2018</i>