

# How to become an approved IFS Auditor



## Auditor competence is a core pillar of IFS

We firmly believe solid auditor competence is the basis for the IFS standards' credibility and reliability. IFS takes responsibility for ensuring the highest level of auditor performance. We believe approved IFS Auditors need excellent audit skills, technical knowledge, and social acuity. In addition, we expect IFS Auditors worldwide to assess companies in a consistent manner. IFS manages the auditor qualification process, develops training courses, monitors auditor performance, and conducts calibration training.

# Requirements for becoming an approved IFS Auditor

	IFS Food version 8	IFS Logistics version 3
<b>Education and work experience</b>	<ul style="list-style-type: none"> <li>• A food-related or bioscience degree or a food-related professional higher education</li> <li>• plus 3 years of professional experience in the food industry (including functions related to food production activities, food safety auditing, or food safety inspection).</li> </ul>	<ul style="list-style-type: none"> <li>• A logistics, food-related, or bioscience degree or a completed logistics or food-related professional higher education</li> <li>• plus 3 years of professional logistics-related experience (including functions related to logistics activities in the logistics industry, in retail, product safety auditing or product safety inspection or enforcement).</li> </ul>
<b>HACCP Training</b>	Minimum 16 hours	Minimum 16 hours
<b>Lead Auditor Course</b>	40 hours	40 hours
<b>IFS Training</b>	initial IFS In-house Training provided by the CB (2 days)	IFS Logistics Course provided by IFS (2 days)
<b>General Audit Experience</b>	<ul style="list-style-type: none"> <li>• 7 complete food safety audits performed as lead auditor or joined as a trainee</li> <li>• plus 2 IFS Trainee audits and</li> <li>• the sign-off audit*</li> </ul>	<ul style="list-style-type: none"> <li>• 7 complete audits in the logistics sector (food and non-food) performed as lead auditor or joined as a trainee</li> <li>• plus 2 IFS Trainee audits and</li> <li>• the sign-off audit*</li> </ul>
<b>IFS e-Learning</b>	IFS Product and Process Approach	IFS Product and Process Approach

\* The first witness audit is the sign-off audit. As soon as your certification body uploads the first witness audit we will activate you as an IFS Auditor.



If you are an **exclusive applicant** fulfilling the requirements, your certification body can register you in the auditor portal of the IFS Database. After registration, you will receive further instructions regarding training and exams from your CB.



If you are a **non-exclusive applicant** fulfilling the requirements, you can register directly on the IFS Website.



# Become a non-exclusive IFS Auditor

1



Meet the IFS Auditor requirements *before* registering on our website!

- Education
- Work experience
- Training
- Audit experience

5



Once you have confirmation that your CV is accepted, contact *IFS Auditor Management* to register for a written IFS Exam session or check out the options for combined written and oral exam sessions. Find the dates [here](#) >

2



Register on the IFS Website for the *IFS Database*. Read and accept the terms and conditions.

6



Take the written IFS Exam.

3



Pay the registration fee with your credit card after receiving the acceptance notification. IFS will e-mail the invoice upon payment.

7



Upon passing the written exam, register for the oral exam.

4



Submit your completed CV in the auditor portal of the IFS Database. We will review it and contact you within two weeks.

8



Take the oral IFS Exam. IFS will send you the results within two weeks.

9



You can apply to certification bodies and begin auditing after successfully passing both exams.



## Good to know

- With further work or audit experience, you can qualify to audit additional IFS Scopes.
- Use the IFS Auditor Qualification Platform to find e-learnings and training materials.
- You can switch from the non-exclusive to the exclusive approach at any time.
- For detailed information, check part 3 of the relevant IFS Standard.
- Contact [auditor@ifs-certification.com](mailto:auditor@ifs-certification.com) for support.

## Maintain your IFS Auditor Approval

- Participate in the yearly in-house training conducted by your certification body/bodies
- Ensure that your certification body conducts a witness audit for you every two years.
- Perform a minimum of five (5) IFS Audits per year to your main IFS Standard.
- Participate in the IFS Calibration Training session every two years.

**Please note that as a non-exclusive IFS Auditor, you are responsible for fulfilling these requirements and attending the training sessions at the CBs you work for. For exclusive auditors, the CB assumes this responsibility.**

