IFS Progress Food

IFS Progress Food Version 3 and IFS Food Version 8 Checklists Comparison

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ENGLISH

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1 Initial remarks

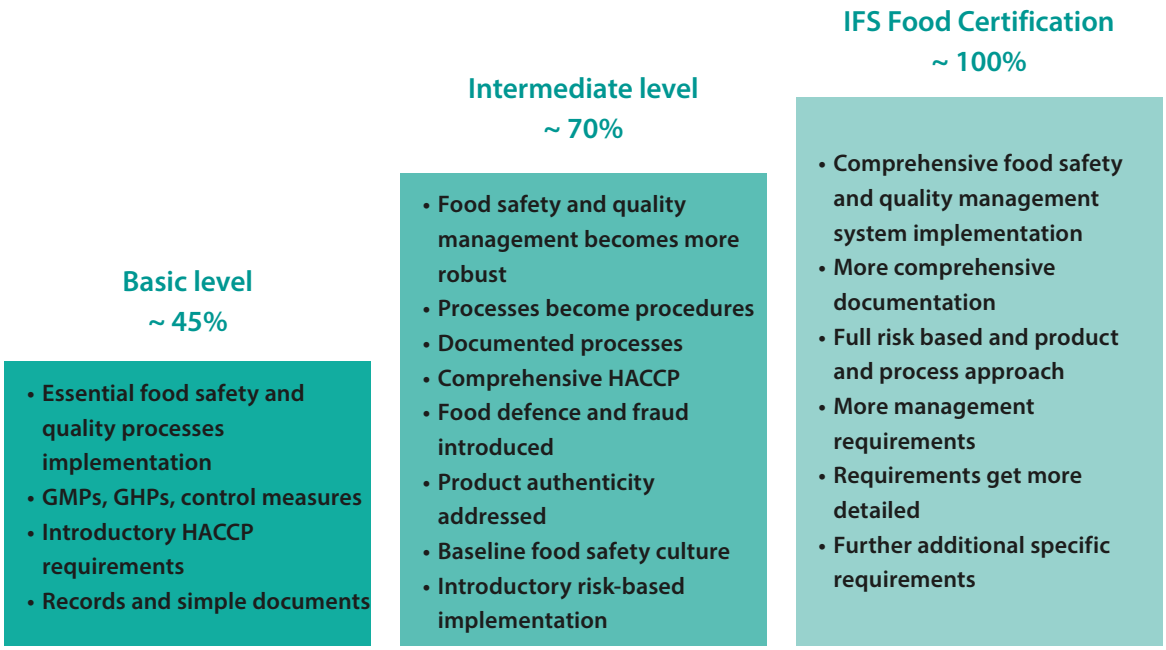
This document provides a general comparison between the IFS Progress Food v3 and IFS Food v8 Checklists and highlights the main differences as an aid to support businesses in achieving IFS Food Certification from the starting point of IFS Progress Food.

IFS Progress Food v3 Requirements are based on the IFS Food Standard. In order to maintain the nature of the IFS Progress Program as a development program, the requirements may vary accordingly in terms of the following, for example:

- the objective of the requirements based on the expected implementation and level of documentation from each level.
- the specific elements of the requirement.
- required level of risk-based implementation.
- required implementation frequencies.
- requirements and chapter numbering and order.

A summary of the differences between the respective levels of IFS Progress Food and IFS Food is shown in Image 1.

Image 1: coverage and general comparison of IFS Progress Food levels and IFS Food



*18 HACCP requirements are able be shifted from intermediate level, which together with basic requirements covers ~ 55% of IFS Food.

Throughout this document, the main contrasting elements from both checklists are in written in bold. Additionally, notes and additional information about the coverage are addressed in italic (such as when an IFS Food version 8 requirement is not part of the IFS Progress Food version 3 or where an IFS Food version 8 requirement is addressed in a general sense or as a baseline implementation through existing IFS Progress Food version 3 or even its guidance), supporting further implementation towards IFS Food Certification.

In addition, the guidance of both program and standard shall also be considered in order to identify the differences in depth.

The English version of Part 2 of IFS Food version 8 and IFS Progress Food version 3 documents is the original and reference document.

2 IFS Progress Food version 3 checklist compared with IFS Food version 8 checklist

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
1	**Governance and commitment**	**1**		**Governance and commitment**
1.1	**Policy**	**1.1**		**Corporate structure and management responsibility**
1.1.1*	The senior management shall develop, implement and maintain a corporate policy, which shall include, at a minimum: • customer focus • food safety culture • sustainability. This corporate policy shall be communicated to all employees and shall be broken down into specific objectives for the relevant departments. Objectives about food safety culture shall include, at a minimum, communication about food safety policies and responsibilities, training, employee feedback on food safety related issues and performance measurement.			*Requirement not covered by IFS Progress Food v3.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
1.1.2	All relevant information related to food safety, product quality, legality and **authenticity** shall be communicated effectively and in a timely manner to the relevant personnel.	1.1.1	Basic	All relevant information related to food safety, product quality and legality shall be communicated effectively and in a timely manner to the relevant personnel.
1.2	**Corporate structure**			
1.2.1* **KO**	**KO N° 1:** The senior management shall ensure that employees are aware of their responsibilities related to food safety and product quality **and that mechanisms are implemented to monitor the effectiveness of their operation. Such mechanisms shall be identified and documented.**	1.1.4	Intermediate	The senior management shall ensure that employees are aware of their responsibilities related to food safety and product quality.
1.2.2	The senior management shall provide sufficient and appropriate resources to meet the product and process requirements.	1.1.2	Basic	The senior management shall provide sufficient and appropriate resources to meet the product and process requirements.
1.2.3*	The department responsible for food safety and quality management shall have a **direct reporting relationship** to the senior management. An organisational chart, showing the structure of the company, shall be documented and maintained.	1.1.5	Intermediate	The department responsible for food safety and quality management **or the responsible person shall have a reporting relationship** to the senior management. An organisational chart, showing the structure of the company, shall be documented and maintained.
1.2.4	The senior management shall ensure that all processes (documented and undocumented) are known by the relevant personnel and are applied consistently.	1.1.6	Intermediate	The senior management shall ensure that all processes (documented and undocumented) are known by the relevant personnel and are applied consistently.
1.2.5*	The senior management shall maintain a **system** to ensure that the company is kept informed of all relevant legislation, scientific and technical developments, industry codes of practice, food safety and product quality issues, and that they are aware of factors that can influence food defence and food fraud risks.	1.1.7	Intermediate	The senior management shall maintain a **process** to ensure that the company is kept informed of all relevant legislation, scientific and technical developments, industry codes of practice, food safety and product quality issues, and that they are aware of factors that can influence food defence and food fraud risks.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
1.2.6*	The senior management shall ensure that the certification body is informed of any changes that may affect the company's ability to conform to the certification requirements. This shall include, at a minimum: • any legal entity name change • any production site location change. For the following specific situations: • any product recall • any product recall and/or withdrawal decided by authorities for food safety and/or food fraud reasons • any visit from authorities which results in mandatory action connected to food safety, and/or • food fraud the certification body shall be informed within three (3) working days.	1.1.3*	Basic	The senior management (**or designated authorized person**) shall ensure that the certification body / **assessment service provider** is informed of any changes that may affect the company's ability to conform with the assessment requirements. This shall include at a minimum of the following: • any legal entity name change • any production site location change. For the following specific situations: • any product recall • any product recall and/or withdrawal decided by authorities for food safety and/or food fraud reasons • any visit from authorities which has resulted in mandatory action connected to food safety and/or food fraud the certification body / assessment service provider shall be informed within three (3) working days.
1.3	**Management review**			
1.3.1*	The senior management shall ensure that the food safety and quality management system is reviewed. This activity shall be planned within a 12-month period and its execution shall not exceed 15 months. Such reviews shall include, at a minimum: • a review of objectives and policies including elements of food safety culture • results of audits and site inspections • positive and negative customer feedback • process compliance • food fraud assessment outcome • food defence assessment outcome • compliance issues • status of corrections and corrective actions • notifications from authorities.			*Requirement not covered by IFS Progress Food v3.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
1.3.2	Actions from the management review shall be aimed at supporting improvement. The management review shall assess follow-up actions from previous management reviews and any change that could affect the food safety and quality management system. The management review shall be fully documented.			*Requirement not covered by IFS Progress Food v3.*
1.3.3	The senior management shall identify and review (e.g. by internal audits or on-site inspections) the infrastructure and work environment needed to ensure food safety, product quality, legality and authenticity, at least once within a 12-month period, or whenever significant changes occur. This shall include, at a minimum: • buildings • supply systems • machines and equipment • transport • staff facilities • environmental conditions • hygienic conditions • workplace design • external influences (e.g. noise, vibration). Based on risks, the results of the review shall be considered, for investment planning.			*Requirement not covered by IFS Progress Food v3.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
		1.1.8	Intermediate	**Based on the nature and size of the food business, senior management shall commit to and support elements of food safety culture implementation and maintenance by means of:** • **commitment and engagement** • **awareness to food safety management** • **open and clear communication** • **provision of sufficient resources** **Local food safety culture regulations shall also be complied with.** ***Note:*** *In Progress Food version 3, food safety culture is introduced through baseline elements aligned to current European regulations. Food safety culture is addressed comprehensively in IFS Food version 8, including in a number of different requirements in chapter 1.*
2	**Food safety and quality management system**	**2**		**Food safety and quality management**
2.1	**Quality management**	**2.1**		**Quality management**
2.1.1	**Document management**	**2.1.1**		**Document management**
2.1.1.1	A procedure shall be documented, implemented and maintained to control documents and their amendments. All documents which are necessary for compliance with food safety, product quality, legality, authenticity and customer requirements shall be available in their latest version. **The reason** for any amendments to documents, critical to those requirements, shall be recorded.	2.1.1.1	Intermediate	A procedure shall be documented, implemented and maintained to control documents and their amendments. All documents which are necessary for compliance with food safety, product quality, legality, authenticity and customer requirements shall be available in their latest version. Any amendments to documents, critical to those requirements, shall be recorded.
2.1.1.2	The food safety and quality management system shall be documented, implemented and maintained and shall be kept in one secure location. This applies to both physical and/or digital documented systems.			*Requirement not covered by IFS Progress Food v3.* ***Note:*** *IFS Progress Food version 3 addresses relevant and essential documentation according to the objectives of the respective level, thus ensuring that a comprehensive food safety and quality management system remains part of the IFS Food certification requirements.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
2.1.1.3*	All documents shall be legible, unambiguous and comprehensive. They shall be available to the relevant personnel at all times.	2.1.1.2	Intermediate	All documents shall be legible, unambiguous and comprehensive. They shall be available to the relevant personnel at all times.
2.1.2	**Records and documented information**	**2.1.2**		**Records and documented information**
2.1.2.1	Records and documented information shall be legible, properly completed and genuine. They shall be maintained in a way that subsequent revision or amendment is prohibited. If records are documented electronically, a **system** shall be maintained to ensure that only authorised personnel have access to create or amend those records (e.g. password protection).	2.1.2.1	Basic	Records and documented information shall be legible, properly completed and genuine. They shall be maintained in a way that subsequent revision or amendment is prohibited. If records are documented electronically, a **process** shall be maintained to ensure that only authorised personnel have access to create or amend those records (e.g. password protection).
2.1.2.2 *	All records and documented information shall be kept in accordance with legal and customer requirements. If no such requirements are defined, records and documented information shall be kept for a minimum of one year after the shelf life. For products which have no shelf life, the duration of record and documented information keeping shall be justified and this justification shall be documented.	2.1.2.2	Basic	All records and documented information shall be kept in accordance with legal and customer requirements. If no such requirements are defined, records and documented information shall be kept for a minimum of one year after the shelf life. For products which have no shelf life, the duration for which the records and documented information are kept shall be justified and this justification shall be documented.
2.1.2.3	Records and documented information shall be securely stored and easily accessible.	2.1.2.3	Basic	Records and documented information shall be securely stored and accessible.
2.2	**Food safety Management**	**2.2**		**Food safety Management**
2.2.1	**HACCP plan**	**2.2.1**		**HACCP plan**
2.2.1.1*	The basis of the company's food safety management system shall be a fully implemented, systematic and comprehensive HACCP based plan, following the Codex Alimentarius principles, good manufacturing practices, good hygiene practices and any legal requirements of the production and destination countries which may go beyond such principles. The HACCP plan shall be specific and implemented at the production site.	2.2.1.1	Intermediate	The basis of the company's food safety management shall be a fully implemented, systematic and comprehensive HACCP based plan, following the Codex Alimentarius principles, good manufacturing practices, good hygiene practices and any legal requirements of the production and destination countries which may go beyond such principles. The HACCP plan shall be specific and implemented at the production site.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
2.2.1.2*	The HACCP plan shall cover all raw materials, packaging materials, products or product groups, as well as every process from incoming goods up to the dispatch of finished products, including product development.	2.2.1.2	Intermediate	The HACCP plan shall cover all raw materials, packaging materials, products or product groups as well as every process from incoming goods up to dispatch of finished products, including product development.
2.2.1.3	The HACCP plan shall be based upon scientific literature or expert advice obtained from other sources, which may include: trade and industry associations, independent experts and authorities. This information shall be maintained in line with any new technical process development.	2.2.1.3	Intermediate	The HACCP plan shall be based upon scientific literature or expert advice obtained from other sources, which may include trade and industry associations, independent experts and regulatory authorities. This information shall be maintained in line with any new technical process development.
2.2.1.4	In the event of changes to raw materials, packaging materials, processing methods, infrastructure and/or equipment, the HACCP plan shall be reviewed to ensure that product safety requirements are complied with.	2.2.1.4	Intermediate	In the event of changes to raw materials, packaging materials, processing methods, infrastructure and/or equipment, the HACCP plan shall be reviewed to ensure that product safety requirements are complied with.
2.3	**HACCP analysis**	**2.3**		**HACCP analysis**
2.3.1	**HACCP team**	**2.3.1**		**HACCP team**
2.3.1.1	Assemble HACCP team: The HACCP team shall have the appropriate specific knowledge and expertise and be a multidisciplinary team which includes operational staff.	2.3.1.1	Basic	Assemble HACCP team: The HACCP team shall have the appropriate specific knowledge and expertise and be a multidisciplinary team which includes operational staff.
2.3.1.2	Those responsible for the development and maintenance of the HACCP plan shall have an internal team leader and shall have received appropriate training in the application of the HACCP principles and specific knowledge of the products and processes.	2.3.1.2	Intermediate	Those responsible for the development and maintenance of the HACCP plan shall have an internal team leader and shall have received appropriate training in the application of the HACCP principles and specific knowledge of the product and processes.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
2.3.2	**Describe products**	**2.3.2**		**Product description**
2.3.2.1	A full description of the product shall be documented and maintained and shall contain all relevant information on product safety, which includes, at a minimum: • composition • physical, organoleptic, chemical and microbiological characteristics • legal requirements for the food safety of the product • methods of treatment, packaging, durability (shelf life) • conditions for storage, method of transport and distribution.	2.3.2.1	Basic	A full description of the product shall be documented and maintained and shall contain all relevant information on product safety, which includes at minimum: • composition • physical, organoleptic, chemical and microbiological characteristics • legal requirements for the food safety of the product • methods of treatment, packaging, durability (shelf life) • conditions for storage, method of transport and distribution.
2.3.3	**Identify intended use and users of the product**	**2.3.3**		**Identify intended use and users of the product**
2.3.3.1	The intended use of the product shall be described in relation to the expected use of the product by the end consumer, taking vulnerable groups of consumers into account.	2.3.3.1	Basic	The intended use of the product shall be described in relation to the expected use of the product by the end consumer, taking vulnerable groups of consumers into account.
2.3.4	**Construct flow diagram**	**2.3.4**		**Construct flow diagram**
2.3.4.1	A flow diagram shall be documented and maintained for each product, or product group, and for all variations of the processes and sub-processes (including rework and reprocessing). The flow diagram shall identify every step and each control measure defined for CCP **and other control measures**. It shall be dated, and in the event of any changes, shall be updated.	2.3.4.1 (B)	Basic	A flow diagram shall be documented and maintained for each product, or product group, and for all variations of the processes and sub-processes (including rework and reprocessing). It shall be dated, and updated, in the event of any changes.
		2.3.4.1 (I) ☞	Intermediate	The documented flow diagram shall identify every step and each control measure defined for a CCP.
2.3.5	**On-site confirmation of the flow diagram**	**2.3.5**		**On-site confirmation of the flow diagram**
2.3.5.1	Representatives of the HACCP team shall verify the flow diagram, through on-site verifications, at all operation stages and shifts. Where appropriate, amendments to the diagram shall be made.	2.3.5.1	Intermediate	Representatives of the HACCP team shall verify the flow diagram through on-site verifications at all operation stages and shifts. Where appropriate, amendments to the diagram shall be made.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
2.3.6	**Conduct a hazard analysis for each step**	**2.3.6**		**Conduct a hazard analysis for each step**
2.3.6.1	A hazard analysis shall be conducted for all possible and expected physical, chemical (including radiological and allergens) and biological hazards. The analysis shall also include hazards linked to materials in contact with food, packaging materials as well as hazards related to the work environment. The hazard analysis shall consider the likely occurrence of hazards and the severity of their adverse health effects. Consideration shall be given to the specific control measures that shall be applied to control each significant hazard.	2.3.6.1 (B)	Basic	Food Safety hazards shall be identified, documented and controlled through effective practices and measures.
		2.3.6.1 (I) ☞	Intermediate	A hazard analysis shall be conducted for all possible and expected physical, chemical (including radiological and allergens) and biological hazards. The analysis shall also include hazards linked to materials in contact with food, packaging materials as well as hazards related to the work environment. The hazard analysis shall consider the likely occurrence of hazards and the severity of their adverse health effects. Consideration shall be given to the specific control measures that shall be applied to control each significant hazard.
2.3.7	**Determine critical control points and other control measures**	**2.3.7**		**Determining critical control points and other control measures**
2.3.7.1	Determining whether the step at which a control measure is applied is a CCP in the HACCP system shall be facilitated by using a decision tree or other tool(s), which demonstrates a logical reasoned approach.	2.3.7.1	Intermediate	Determining whether the step at which a control measure is applied is a CCP in the HACCP plan shall be facilitated by the application of a decision tree or other tool(s), which demonstrates a logical reasoned approach.
2.3.8	**Establish validated critical limits for each CCP**	**2.3.8**		**Establish validated critical limits for each CCP**
2.3.8.1*	For each CCP, critical limits shall be defined and validated to identify when a process is out of control.	**2.3.8.1**	Intermediate	For each CCP, critical limits shall be defined and validated to identify when a process is out of control.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
2.3.9	**Establish a monitoring system for each CCP**	**2.3.9**		**Establish a monitoring system for each CCP**
2.3.9.1 **KO***	**KO N° 2:** Specific monitoring procedures in terms of method, frequency of measurement or observation and recording of results, shall be documented, implemented and maintained for each CCP to detect any loss of control at that CCP. Each defined CCP shall be under control. Monitoring and control of each CCP shall be demonstrated by records.	2.3.9.1*	Intermediate	Specific monitoring procedures in terms of method, frequency of measurement or observation and recording of results, shall be documented, implemented and maintained for each CCP to detect any loss of control at that CCP. Each defined CCP shall be under control. Evidence of monitoring and control of each CCP shall be demonstrated in the records.
2.3.9.2	Records of CCP monitoring shall be verified by a responsible person within the company and maintained for a relevant period.	2.3.9.2	Intermediate	Records of CCP monitoring shall be verified by a responsible person within the company and maintained for a relevant period.
2.3.9.3	The operative personnel in charge of the monitoring of control measures defined for CCPs and other control measures shall have received specific training/instruction.	2.3.9.3	Intermediate	The operative personnel in charge of the monitoring of control measures defined for CCPs and other control measures shall have received specific training/instruction.
2.3.9.4	Control measures, other than those defined for CCPs, shall be monitored, recorded and controlled by measurable or observable criteria.	2.3.9.4	Intermediate	Control measures, other than those defined for CCPs, shall be monitored, recorded and controlled by measurable or observable criteria.
2.3.10	**Establish corrective actions**	**2.3.10**		**Establish corrective actions**
2.3.10.1	In the event that the monitoring indicates that a particular control measure defined for a CCP or any other control measure is not under control, corrective actions shall be documented and implemented. Such corrective actions shall also take any action relating to non-conforming products into account and identify the root cause for the loss of control of CCPs.	2.3.10.1	Intermediate	In the event that the monitoring indicates that a particular control measure defined for a CCP or other control measure is not under control, corrective actions shall be documented and implemented. Such corrective actions shall also take any action relating to non-conforming products into account and identify the root cause for the loss of control of CCPs.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
2.3.11	**Validate the HACCP plan and establish verification procedures**	**2.3.11**		**Validate the HACCP plan and establish verification procedures**
2.3.11.1	Procedures of validation, including revalidation after any modification that can impact food safety, shall be documented, implemented and maintained to ensure that the HACCP plan is suitable to effectively control the identified hazards.	2.3.11.1	Intermediate	Procedures for validation, including revalidation after any modification that can impact food safety have taken place, shall be documented, implemented and maintained to ensure that the HACCP plan is suitable to effectively control the identified hazards.
2.3.11.2 *	Procedures of verification shall be documented, implemented and maintained to confirm that the HACCP plan is working correctly. Verification activities of the HACCP plan for example: • internal audits • testing • sampling • deviations and non-conformities • complaints. shall be performed at least once within a 12-month period or whenever significant changes occur. The results of this verification shall be recorded and incorporated into the HACCP plan.	2.3.11.2	Intermediate	Verification procedures shall be documented, implemented and maintained to confirm that the HACCP plan is working correctly. Verification activities of the HACCP plan include, for example: • internal audits • testing • sampling • deviations and non-conformities • complaints shall be performed at least once within a 12-month period or whenever significant changes occur. The results of this verification shall be recorded and when needed, incorporated into the HACCP plan.
2.3.12	**Establish documentation and record keeping**	**2.3.12**		**Establish documentation and record keeping**
2.3.12.1	Documents and records related to the HACCP plan for example: • hazard analysis • determination of control measures defined for CCPs and other control measures • determination of critical limits • processes, • procedures • outcome of control measures defined for CCPs and other control measure monitoring activities • training records of the personnel in charge of the CCP monitoring • observed deviations and non-conformities and implemented corrective actions shall be available.	2.3.12.1	Intermediate	Documentation and records related to the HACCP plan, for example: • hazard analysis • determination of control measures defined for CCPs and other control measures • determination of critical limits • processes • procedures • outcome of control measures defined for CCPs and other control measures monitoring activities • training records of the personnel in charge of the CCP monitoring • observed deviations and non-conformities and implemented corrective actions shall be available.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
3	**Resource Management**	**3**		**Resource Management**
3.1	**Human resources**	**3.1**		**Human resources**
3.1.1	All personnel performing work that affects product safety, quality, legality and **authenticity** shall have the required competence, appropriate to their role, as a result of education, work experience and/or training.	3.1.1	Basic	All personnel performing work that affects product safety, quality and legality shall have the required competence appropriate to their role as a result of education, work experience and/or training.
3.1.2	The responsibilities, competencies and job descriptions for all job titles with an impact on food safety and product quality shall be documented, implemented and maintained. **Assignment of key roles shall be defined.**	3.1.2	Intermediate	The responsibilities, competencies and job descriptions for all job titles, with an impact on food safety and product quality, shall be documented, implemented and maintained.
3.2	**Personal hygiene**	**3.2**		**Personal hygiene**
3.2.1*	Risk-based requirements relating to personal hygiene shall be documented, implemented and maintained and shall include, at a minimum, the following areas: • hair and beards • protective clothing (including their conditions of use in staff facilities) • hand washing, disinfection and hygiene • eating, drinking, smoking/vaping or other use of tobacco • actions to be taken in case of cuts or skin abrasions • fingernails, jewellery, false nails/ eyelashes and personal belongings (including medicines) • notification of infectious diseases and conditions impacting food safety via a medical screening procedure.	3.2.1 (B)	Basic	Requirements related to personal hygiene shall be documented, implemented and maintained and shall include a minimum of the following areas: • hair and beards • protective clothing (including conditions of use in staff facilities) • hand washing, disinfection and hygiene • eating, drinking, smoking/ vaping or other use of tobacco • actions to be taken in case of cuts or skin abrasions • fingernails, jewellery, false nails/ eyelashes and personal belongings (including medicine) • notification of infectious diseases and conditions impacting food safety via a medical screening procedure. Personal hygiene rules shall be compliant with legal requirements.
		3.2.1 (I) ☞	Intermediate	Requirements relating to personal hygiene shall be risk-based defined.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
3.2.2 **KO***	**KO N° 3:** The requirements for personal hygiene shall be understood and applied by all relevant personnel, contractors and visitors.	3.2.2	Basic	The requirements for personal hygiene shall be understood and applied by all relevant personnel, contractors and visitors.
3.2.3	Compliance with personal hygiene requirements shall be monitored **with a frequency based on risk, but at least once within a 3-month period.**	3.2.3	Basic	Compliance with personal hygiene requirements shall be monitored **regularly**.
3.2.4	A risk-based program shall be implemented and maintained to control the effectiveness of hand hygiene.			*Introduced in a general sense through requirement 3.2.3 in IFS Progress Food version 3.* *Requirement more specific in IFS Food.*
3.2.5	Visible jewellery (including piercing) and watches shall not be worn. Any exceptions shall have been comprehensively evaluated based on risks and shall be effectively managed.			*Introduced in a general sense through requirement 3.2.1 in IFS Progress Food version 3. Specifically in intermediate level requirement, it relies on a risk-based implementation.* *Thus, the requirement is more specific in IFS Food.*
3.2.6	Cuts and skin abrasions shall be covered with a plaster/bandage that shall not pose contamination risks. Plaster/ bandage shall be waterproof and coloured different from the product colour. Where appropriate: • plasters/bandages shall contain a metal strip • single use gloves shall be worn.			
3.2.7	In work areas where wearing headgear and/or beard snood (coverings) is required, the hair shall be covered completely to prevent product contamination.			
3.2.8*	Usage rules shall be implemented for work areas/activities where it is required to wear gloves (coloured differently from the product colour).			
3.2.9	Adequate protective clothing shall be provided in sufficient quantity for each employee.	3.2.4	Basic	Adequate protective clothing shall be provided in sufficient quantity for each employee.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
3.2.10	All protective clothing shall be thoroughly and regularly laundered in-house, by approved contractors or by employees. This decision shall be documented and based on risks. Requirements related to laundry shall ensure, a minimum of the following: • sufficient segregation between dirty and clean clothing at all times • laundering conditions on water temperature and detergent dosage • avoidance of contamination until use. The effectiveness of the laundering shall be monitored.			*Requirement not covered by IFS Progress Food v3.* ***Note:** in IFS Progress Food version 3, protective clothing laundering rules are addressed only through baseline elements in requirement 3.2.4.*
3.2.11	In case of any health issue or infectious disease that may have an impact on food safety, actions shall be taken to minimise contamination risks.	3.2.5	Basic	In case of any health issue or infectious disease that may have an impact on food safety, actions shall be taken in order to minimise contamination risks.
3.3	**Training and instruction**	**3.3**		**Training and instruction**
3.3.1*	Documented training and/or instruction programs shall be implemented with respect to the product and process requirements and the training needs of the employees, based on their job, and shall include: • training contents • training frequency • employee task • languages • qualified trainer/tutor • evaluation of training effectiveness.	3.3.1 (B)	Basic	Trainings and/or instruction activities shall be implemented with respect to the product and process requirements and the training needs of the employees, based on their job.
		3.3.1 (I) ☞	Intermediate	Documented training and/or instruction programs shall be implemented and include: • training contents • training frequency • employee's task • languages • qualified trainer/tutor • training effectiveness.

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3.3.2*	**The documented** training and/or instruction programs shall apply to all personnel, including seasonal and temporary workers and employees from external companies, employed in the respective work area. Upon employment, and before commencing work, they shall be trained/instructed in accordance **with the documented training/instruction programs.**	3.3.2	Basic	Training and/or instruction shall apply to all personnel, including seasonal and temporary workers and employees from external companies, employed in the respective work area. Upon employment, and before commencing work, they shall be trained/instructed. ***Note:*** *documented program reflects the character of more detailed documentation, which is expected at intermediate level.*
3.3.3	Records of all training/instruction events shall be available, stating: • list of participants (including their signature) • date • duration • contents of training • name of trainer/tutor. A procedure or program shall be documented, implemented and maintained to prove the effectiveness of the training and/or instruction programs.	3.3.3	Intermediate	Records of all training/ instruction events shall be available, stating: • list of participants (including their signature) • date • duration • contents of training • name of trainer/tutor. A procedure or program shall be documented, implemented and maintained, to prove the effectiveness of the training and/or instruction programs.
3.3.4	The contents of training and/or instruction shall be reviewed and updated when necessary. **Special consideration shall be given to these specific issues at minimum:** • **food safety** • **product authenticity, including food fraud** • **product quality** • **food defence** • **food related legal requirements** • **product/process modifications** • **feedback from the previous documented training/instruction programs.**	3.3.4	Intermediate	The contents of training and/ or instruction shall be reviewed and updated when necessary. ***Note:*** *requirement more specific in IFS Food while some elements are addressed in a general sense in IFS Progress Food version 3 at the guidance (e.g. feedback).*
3.4	**Staff Facilities**	**3.4**		**Staff Facilities**
3.4.1*	Adequate staff facilities shall be provided and shall be proportional in size, equipped for the number of personnel, and designed and controlled to minimise food safety risks. Such facilities shall be maintained in a way to prevent contamination.	3.4.1	Basic	Adequate staff facilities shall be provided, and shall be proportional in size, equipped for the number of personnel, designed and controlled to minimise food safety risks. Such facilities shall be maintained in a way to prevent contamination.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
3.4.2	Product contamination risks by food and drink and/or foreign materials shall be minimised. Consideration shall be given to food and drink from vending machines, canteen and/or brought to work by personnel.	3.4.2	Basic	Product contamination risks by food and drink and/or foreign materials shall be minimised. Consideration shall be given to food and drink from vending machines, canteen and/or brought to work by personnel.
3.4.3	Changing rooms shall be located to allow direct access to the areas where unpacked food products are handled. When infrastructure does not allow it, alternative measures shall be implemented and maintained to minimise product contamination risks. Outdoor clothing and protective clothing shall be stored separately unless alternative measures are implemented and maintained to prevent contamination risks.	3.4.3	Basic	Changing rooms shall be located to allow direct access to the areas where unpacked products are handled. When infrastructure does not allow it, alternative measures shall be implemented and maintained to minimise product contamination risks. Outdoor clothing and protective clothing shall be stored separately unless alternative measures are implemented and maintained to prevent contamination risks.
3.4.4	Toilets shall neither have direct access nor pose contamination risks to areas where products are handled. Toilets shall be equipped with adequate hand washing facilities. The facilities shall have adequate natural or mechanical ventilation. Mechanical airflow from a contaminated area to a clean area shall be avoided.	3.4.4	Basic	Toilets shall neither have direct access nor pose contamination risks to an area where products are handled. Toilets shall be equipped with adequate hand washing facilities. The facilities shall have adequate natural or mechanical ventilation. Mechanical airflow from a contaminated area to a clean area shall be avoided.
3.4.5*	Hand hygiene facilities shall be provided and shall address, at a minimum: • adequate number of wash basins • suitably located at access points to and/or within production areas • designated for cleaning hands only. **The necessity of similar equipment in further areas (e.g. packing area) shall be based on risks.**	3.4.5	Basic	Hand hygiene facilities shall be provided and shall address, a minimum of: • adequate number of wash basins • suitably located at access points to and/or within production areas • designated for cleaning hands only.
3.4.6	Hand hygiene facilities shall provide: • running potable water at an adequate temperature • adequate cleaning and disinfection equipment • adequate means for hand drying.	3.4.6	Basic	Hand hygiene facilities shall provide: • running potable water **(or water that poses no risk of contamination according to applicable legal requirements)**, at an adequate temperature • adequate cleaning and disinfection equipment • adequate means for hand drying.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
3.4.7	Where the processes require a higher hygiene control, the hand washing equipment shall provide in addition: • hand contact-free fittings • hand disinfection • waste container with hand contact-free opening.	3.4.7	Basic	Where the processes require a higher hygiene control, the hand washing equipment shall in addition provide: • hand contact-free fittings • hand disinfection • waste container with hand contact-free opening.
3.4.8	Where needed, cleaning and disinfection facilities shall be available and used for boots, shoes and further protective clothing.	3.4.8	Basic	Where needed, cleaning and disinfection facilities shall be available and used for boots, shoes and further protective clothing.
4	**Operational processes**	**4**		**Operational processes**
4.1	**Customer focus and contract agreement**	**4.1**		**Customer focus and contract agreement**
4.1.1	A procedure shall be implemented and maintained to identify fundamental needs and expectations of customers. The feedback from this process shall be used as input for the company's continuous improvement.			*Requirement not covered by IFS Progress Food v3.*
4.1.2	All requirements related to food safety and product quality, within the customer agreement and any revision of these clauses, shall be communicated to, and implemented by each relevant department.	4.1.1	Basic	All requirements related to food safety and product quality, within the customer agreements and any revision of these clauses, shall be communicated to and implemented by each relevant department or **responsible staff.**
4.1.3 **KO***	**KO N° 4:** Where there are customer agreements related to: • product recipe (including raw materials characteristics) • process • technological requirements • testing and monitoring plan • packaging • labelling these shall be complied with.	4.1.2*	Basic	Customer agreements related to the following shall be complied with: • product recipe (including raw materials characteristics) • process • technological requirements • testing and monitoring plans • packaging • labelling
4.1.4	In accordance with customer requirements, the senior management shall inform their affected customers, as soon as possible, of any issue related to product safety or legality, including deviations and non-conformities identified by competent authorities.	4.1.3	Basic	In accordance with customer requirements, the senior management **(or designated authorized person)** shall inform their affected customers of any issue related to product safety or legality, including deviations and non-conformities identified by competent authorities, as soon as possible.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.2	**Specification and Formulas**	**4.2**		**Specification and formulas**
4.2.1	**Specifications**	**4.2.1**		**Specifications**
4.2.1.1*	Specifications shall be documented and implemented for all finished products. They shall be up to date, unambiguous and in compliance with legal and customer requirements.	4.2.1.1*	Basic	Specifications for all finished products shall be documented and implemented. They shall be up-to-date, unambiguous and in compliance with legal and customer requirements.
4.2.1.2	A procedure to control the creation, approval and amendment of specifications shall be documented, implemented and maintained and shall include, where required, the acceptance of the customer(s). Where required by customers, product specifications shall be formally agreed. This procedure shall include the update of finished product specifications in case of any modification related to: • raw materials • formulas/recipes • processes which impact the finished products • packaging materials which impact the finished products.	4.2.1.2 (B)	Basic	A **process** to control the creation, approval and amendment of specifications shall be implemented and maintained and shall include the acceptance of the customer(s), where required. Where required by customers, product specifications shall be formally agreed. This **process** shall include the update of finished product specifications in case of any modification related to: • raw materials • formulas/recipes • processes which impact the finished products • packaging materials which impact the finished products.
		4.2.1.2 (I) ☞	Intermediate	A procedure controlling the creation, approval, update and amendment of specifications shall be documented.
4.2.1.3 **KO***	**KO N° 5:** Specifications shall be documented and implemented for all raw materials (ingredients, additives, packaging materials, rework). Specifications shall be up to date, unambiguous and in compliance with legal requirements and, if defined, with customer requirements.	4.2.1.3*	Basic	Specifications shall be documented and implemented for all raw materials (ingredients, additives, packaging materials, rework). Specifications shall be up-to-date, unambiguous and in compliance with legal requirements and, if defined, with customer requirements.
4.2.1.4	Specifications and/or their contents shall be available on site for all relevant personnel.	4.2.1.4	Basic	Specifications and/or their contents shall be available on site for all relevant personnel.
4.2.1.5*	Where products are requested to be labelled and/ or promoted with a claim or where certain methods of treatment or production are excluded, measures shall be implemented to demonstrate compliance with such a statement.	4.2.1.5	Intermediate	Where products are requested to be labelled and/or promoted with a claim, or where certain methods of treatment or production are excluded, measures shall be implemented to demonstrate compliance with such statement.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
		4.2.2		**Formulas/recipes**
		4.2.2.1	Basic	Recipes and formulas shall be up-to-date, valid and in line with specifications, and available on site to the relevant personnel. ***Note:*** *in IFS Food version 8, this requirement is addressed in specification requirements.*
4.3	**Product development/Product modification/Modification of production processes**	**4.3**		**Product development / product modification / modification of production processes**
4.3.1	A procedure for the development or modification of products and/or processes shall be documented, implemented and maintained and shall include, at a minimum, a hazard analysis and assessment of associated risks.			*Requirement not covered by IFS Progress Food v3.* ***Note:*** *in IFS Progress Food version 3, the development or modification of products and/or processes with an impact on food safety is addressed through food safety hazard controls and HACCP requirements.*
4.3.2*	The **procedure** shall ensure that labelling complies with current legislation of the destination country/ies and customer requirements.	4.3.1	Basic	A **process** shall be implemented and maintained to ensure that labelling complies with current legislation in the destination country/ies and customer requirements.
4.3.3*	The development and/or modification process shall result in specifications about formulation, rework, packaging materials, manufacturing processes and comply with food safety, product quality, legality, authenticity and customer requirements. This includes factory trials, product testing and process monitoring. The progress and results of product development/modification shall be recorded.			*Requirement not covered by IFS Progress Food v3.* ***Note:*** *in IFS Progress Food version 3, the development or modification of products and/or processes related to specifications and compliance is in general inherent to specification requirements.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.3.4	Shelf life tests or appropriate validation through microbiological, chemical and organoleptic evaluation shall be carried out and consideration shall be given to product formulation, packaging, manufacturing and declared conditions. The shelf life shall be defined in accordance with this evaluation.	4.3.2	Basic	Shelf-life tests, **studies** or appropriate validation through microbiological, chemical and organoleptic evaluation, shall be carried out and consideration shall be given to product formulation, packaging, manufacturing and declared conditions. The shelf life shall be defined in accordance with this evaluation and **customer and legal requirements**. ***Note:*** *different possibilities for demonstrating shelf-life based on the nature of the program are addressed in the guidance column.*
4.3.5	Recommendations for preparation and/or instructions for use of food products related to food safety and/or product quality shall be validated and documented.			*Requirement not covered by IFS Progress Food v3.*
4.3.6	Nutritional information or claims which are declared on labelling shall be validated through studies and/or tests, throughout the shelf life of the products.			*Requirement not covered by IFS Progress Food v3.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.4	**Purchasing**	**4.4**		**Purchasing**
4.4.1*	A procedure for the sourcing of raw materials, semi-finished products and packaging materials and the approval and monitoring of suppliers (internal and external) shall be documented, implemented and maintained. This procedure shall contain, at a minimum: • raw materials and/ or suppliers' risks • required performance standards (e.g., certification, origin, etc.) • exceptional situations (e.g. emergency purchase) and, based on risks, additional criteria, for example: • audits performed by an experienced and competent person • testing results • supplier reliability • complaints • supplier questionnaire.	4.4.1*	Basic	The company shall set written contractual or service agreements and control purchasing, services and outsourced processes. It shall be ensured that all of the following with an impact on food safety and product quality, will conform to defined and agreed requirements and specifications: • all externally sourced raw materials, semi-finished products, packaging materials • services • outsourced processes ***Note:*** *IFS Progress Food version 3 addresses baseline implementation at basic level in 4.4.1. It covers purchasing agreements and essential controls and in addition addresses baseline management of partly outsourced processes for companies being assessed at basic level.*
		4.4.2	Intermediate	A procedure for the sourcing of raw materials, semi-finished products and packaging materials and the approval and monitoring of suppliers (internal and external) shall be documented, implemented and maintained. This procedure shall contain a minimum of the following: • raw materials and/or supplier risks • required standards (e.g., certification, origin, etc.) • exceptional situations (e.g. emergency purchase) and, based on risks, additional criteria, for example: • audits/assessments performed by an experienced and competent person • testing results • supplier reliability • complaints • supplier questionnaire.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.4.2	The purchased materials, shall be assessed, based on risks and suppliers' status, for food safety, product quality, legality and authenticity. The results shall be the basis for the testing and monitoring plans.	4.4.3	Intermediate	The purchased materials shall be assessed, based on risks and suppliers' status, for food safety, product quality, legality, and authenticity. The results shall be the basis for testing and monitoring plans.
4.4.3*	The purchasing services, which have, on based risks, an impact on food safety and product quality, shall be evaluated to ensure they comply with defined requirements. This shall take into account, at a minimum: • the service requirements • the supplier's status (according to its assessment) • the impact of the service on the finished products.	4.4.4	Intermediate	The purchasing services, which have been shown to have, based on risks, an impact on food safety and product quality shall be evaluated to ensure they comply with defined requirements. This shall take into account a minimum of the following: • the service requirements • the supplier's status (according to its assessment) • the impact of the service on the finished product.
4.4.4*	Where a part of the product processing and/or primary packing and/or labelling is outsourced, this shall be documented in the food safety and quality **management system** and such processes shall be controlled to guarantee that food safety, product quality, legality and authenticity are not compromised. Control of such outsourced processes shall be identified and documented. When required by the customer, there shall be evidence that they have been informed and have agreed to such outsourced process.	4.4.5	Intermediate	Where a part of the product processing and/or primary packing and/or labelling is outsourced, this shall be documented in the food safety and quality **management procedures** and such processes shall be controlled to guarantee that food safety, product quality, legality and authenticity are not compromised. Control of such outsourced processes shall be identified and documented. There shall be evidence that customers have been informed and have agreed to such outsourced process.
4.4.5	An agreement shall be documented and implemented, covering the outsourced processes and describing any arrangements made in connection with it, including in-process controls, testing and monitoring plan.			*Introduced in a general sense in the basic level of requirement 4.4.1 in IFS Progress Food version 3.* *Requirement more specific in IFS Food.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.4.6	Suppliers of the outsourced processes shall be approved through: • certification against IFS Food or other GFSI recognised food safety certification standard or • documented supplier audit, performed by an experienced and competent person, which shall include, at a minimum, requirements for food safety, product quality, legality and authenticity.			*Requirement not covered by IFS Progress Food v3.* ***Note:** Introduced in a general sense in the basic level of requirement 4.4.2 in IFS Progress Food version 3.*
4.4.7	The sourcing of materials and supplier assessments shall **be reviewed at least once within a 12-month period or whenever significant changes occur**. Records of the reviews and the consequential actions of the assessment shall be documented.	4.4.6	Intermediate	The sourcing of materials and supplier assessments shall **be reviewed regularly and the review shall be risk-based**. Records of the reviews and the consequential actions of assessment shall be documented.
4.5	**Product packaging**	**4.5**		**Product packaging**
4.5.1*	Based on risks and intended use, key parameters for the packaging materials shall be defined in detailed specifications complying with the current relevant legislation and other relevant hazards or risks. Suitability of the food contact packaging materials **and existence of functional barrier** shall be **validated** for each relevant product. It shall be monitored and demonstrated by test/analysis, for example: • organoleptic tests • storage tests • chemical analyses • migration test results.	4.5.3	Intermediate	Based on risks and intended use, key parameters for the packaging materials shall be defined in detailed specifications complying with the current relevant legislation and other relevant hazards or risks. Based on the set parameters, the suitability of the food contact packaging materials shall be **monitored** and demonstrated by test/ analysis, for example: • organoleptic tests • storage tests • chemical analyses • migration test results.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.5.2	For all packaging materials which could have an impact on products, declarations of compliance, which attest compliance with legal requirements shall be documented. In the event that no specific legal requirements are applicable, evidence shall be maintained to ensure that packaging materials are suitable for use. This applies for packaging materials which could have an influence on raw materials, semi-finished and finished products.	4.5.1	Basic	Where required by regulation, for all packaging materials which could have an impact on products, declarations of compliance which attest compliance with legal requirements shall be documented. Otherwise, evidence shall be maintained to ensure packaging materials continuously comply with respective regulations of destination countries and/or are suitable for use. This applies to packaging materials which could have an influence on raw materials, semi-finished and finished products. ***Note:*** *The wording of the IFS Progress Food version 3 requirement was adapted according to the nature of the program.*
4.5.3	Used packaging and labelling shall correspond to the product being packed and shall comply with agreed customer product specifications. Labelling information shall be legible and indelible. This shall be monitored and documented **at least at the start and end of a production run as well as at every product changeover.**	4.5.2	Basic	Used packaging and labelling shall correspond to the product being packed and shall comply with agreed customer product specifications. Labelling information shall be legible and indelible. This shall be monitored **regularly** and recorded.
4.6	**Factory location**	**4.6**		**Factory location**
4.6.1*	Potential adverse impact on food safety and/or product quality from the factory environment (e.g. ground, air) shall be investigated. Where risks have been identified (e.g. extremely dusty air, strong smells), measures shall be documented, implemented and reviewed for effectiveness **at least once within a 12-month period or whenever significant changes occur.**	4.6.1	Basic	Potential adverse impact on food safety and/or product quality from the factory environment (e.g. ground, air) shall be investigated. Where risks have been identified (e.g. extremely dusty air, strong smells), measures shall be implemented, recorded and **regularly** reviewed for effectiveness.
4.7	**Factory exterior**	**4.7**		**Factory exterior**
4.7.1	All external areas of the factory shall be clean, tidy, designed and maintained in a way to prevent contamination. Where natural drainage is inadequate, a suitable drainage system shall be installed.	4.7.1	Basic	All external areas of the factory shall be clean, tidy, designed and maintained in a way to prevent contamination. Where natural drainage is inadequate, an adequate drainage system shall be installed.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.7.2	Outdoor storage shall be kept to a minimum. Where goods are stored outside, it shall be ensured that there are no contamination risks or adverse effects on food safety and quality.	4.7.2	Basic	Outdoor storage shall be kept to a minimum. Where goods are stored outside, it shall be ensured that there are no contamination risks or adverse effects on food safety and quality.
4.8	**Plant layout and process flow**	**4.8**		**Plant layout and process flow**
4.8.1	A site plan covering all buildings documented and maintained and shall describe, at a minimum, the process flow of: • finished products • semi-finished products, including rework • packaging materials • raw materials • personnel • waste • water.	4.8.1	Basic	A site plan(s) covering all buildings shall be documented and maintained, and describe the process flow of the following, at minimum: • finished products • semi-finished products, including rework • packaging materials • raw materials • personnel • waste • water.
4.8.2*	The process flow, from receipt of goods to dispatch, shall be implemented and maintained, reviewed and where necessary, modified to ensure that the microbiological, chemical and physical contamination risks of raw materials, packaging materials, semi-finished and finished products are avoided. The cross-contamination risks shall be minimised through effective measures.	4.8.2	Basic	The process flow, from receipt of goods to dispatch, shall be implemented, maintained, reviewed and where necessary, modified to ensure that the microbiological, chemical and physical contamination risks of raw materials, packaging materials, semi-finished and finished products are avoided. The cross-contamination risks shall be minimised through the implementation of effective measures.
4.8.3	In the case where areas sensitive to microbiological, chemical and physical risks have been identified, they shall be designed and operated to ensure product safety is not compromised.			*Introduced a general sense in 4.8.1, 4.8.2 and food safety hazards control requirements in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.8.4	Laboratory facilities and in-process controls shall not affect product safety.			*Introduced in a general sense in 4.8.1, 4.8.2, 5.5.1 and in food safety hazard control requirements in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*

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4.9	**Production and storage premises**	**4.9**		**Production and storage premises**
4.9.1	**Constructional requirements**	**4.9.1**		**Constructional requirements**
4.9.1.1*	Premises where food products are prepared, treated, processed and stored shall be designed, constructed and maintained to ensure food safety.	4.9.1.1	Basic	Premises where food products are prepared, treated, processed and stored shall be designed, constructed and maintained to ensure food safety.
4.9.2	**Walls**	**4.9.2**		**Walls**
4.9.2.1	Walls shall be designed and constructed to meet production requirements in a way to prevent contamination, reduce condensation and mould growth, facilitate cleaning and if necessary, disinfection.	4.9.2.1	Basic	Walls shall be designed and constructed to meet production requirements in a way to prevent contamination, reduce condensation and mould growth, facilitate cleaning, and if necessary, disinfection.
4.9.2.2	The surfaces of walls shall be maintained in a way to prevent contamination and easy to clean; they shall be impervious and wear-resistant to minimise product contamination risks.	4.9.2.2	Basic	The surfaces of walls shall be maintained in a way to prevent contamination and be easy to clean; they shall be impervious and wear-resistant to minimise product contamination risks.
4.9.2.3	The junctions between walls, floors and ceilings shall be designed to facilitate cleaning and if necessary, disinfection.	4.9.2.3	Basic	The junctions between walls, floors and ceilings shall be designed to facilitate cleaning and if necessary, disinfection.
4.9.3	**Floors**	**4.9.3**		**Floors**
4.9.3.1	Floor covering shall be designed and constructed to meet production requirements and be maintained in a way to prevent contamination and facilitate cleaning and if necessary, disinfection. Surfaces shall be impervious and wear-resistant.	4.9.3.1	Basic	Floor covering shall be designed and constructed to meet production requirements and be maintained in a way to prevent contamination and facilitate cleaning and if necessary, disinfection. Surfaces shall be impervious and wear-resistant.
4.9.3.2	The hygienic disposal of water and other liquids shall be ensured. Drainage systems shall be designed, constructed and maintained in a way to minimise product contamination risks (e.g. entry of pests, areas sensitive to transmission of odour or contaminants) and shall be easy to clean.	4.9.3.2	Basic	The hygienic disposal of water and other liquids shall be ensured. Drainage systems shall be designed, constructed and maintained in a way to minimise product contamination risks (e.g. entry of pests, areas sensitive to transmission of odour or contaminants) and shall be easy to clean.
4.9.3.3	In food handling areas, machinery and piping shall be arranged to allow waste water, if possible, to flow directly into a drain. Water and other liquids shall reach drainage using appropriate measures without difficulty. Stagnation of puddles shall be avoided.	4.9.3.3	Basic	In food handling areas, machinery and piping shall be arranged to allow waste water to flow, if possible, directly into a drain. Water or other liquids shall reach drainage using appropriate measures without difficulty. Stagnation of puddles shall be avoided.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.9.4	**Ceilings/overheads**	**4.9.4**		**Ceilings/overheads**
4.9.4.1	Ceilings (or, where no ceilings exist, the inside of roofs) and overhead fixtures (including piping, cableway, lamps, etc.) shall be designed, constructed and maintained to minimise the accumulation of dirt and condensation and shall not pose any physical and/or microbiological contamination risks.	4.9.4.1	Basic	Ceilings (or, where no ceilings exist, the inside of roofs) and overhead fixtures (including piping, cableway, lamps etc.) shall be designed, constructed and maintained to minimise the accumulation of dirt and condensation and shall not pose any physical and/or microbiological contamination risks.
4.9.4.2	Where false ceilings are used, access to the vacant area shall be provided to facilitate cleaning, maintenance and inspection for pest control.	4.9.4.2	Basic	Where false ceilings are used, access to the vacant area shall be provided in order to facilitate cleaning, maintenance and inspections for pest control.
4.9.5	**Windows and other openings**	**4.9.5**		**Windows and other openings**
4.9.5.1	Windows and other openings shall be designed and constructed to avoid the accumulation of dirt and shall be maintained in a way to prevent contamination.	4.9.5.1	Basic	Windows and other openings shall be designed and constructed to avoid the accumulation of dirt and shall be maintained in a way to prevent contamination.
4.9.5.2	Where there are contamination risks, windows and roof glazing shall remain closed and fixed during production.	4.9.5.2	Basic	Where there are contamination risks, windows and roof glazing shall remain closed and fixed during production.
4.9.5.3	Where windows and roof glazing are designed to be opened for ventilation purposes, they shall be fitted with easy to clean pest screens or other measures to avoid prevent any contamination.	4.9.5.3	Basic	Where windows and roof glazing are designed to be opened for ventilation purposes, they shall be fitted with easy to clean pest screens or other measures to prevent any contamination.
4.9.5.4	In areas where unpacked products are handled, windows shall be protected against breakage.	4.9.5.4	Basic	In areas where unpackaged products are handled, windows shall be protected against breakage.
4.9.6	**Doors and gates**	**4.9.6**		**Doors and gates**
4.9.6.1	Doors and gates shall be maintained in a way to prevent contamination and be easy to clean. They shall be designed and constructed of non-absorbent materials to avoid: • splintering parts • flaking paint • corrosion.	4.9.6.1	Basic	Doors and gates shall be in a way to prevent contamination and be easy to clean. They shall be designed and constructed of non-absorbent materials to avoid: • splintering parts • flaking paint • corrosion.
4.9.6.2	External doors and gates shall be constructed to prevent the access of pests.	4.9.6.2	Basic	External doors and gates shall be constructed to prevent the access of pests.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.9.6.3	Plastic strip curtains separating areas shall be maintained in a way to prevent contamination and be easy to clean.	4.9.6.3	Basic	Plastic strip curtains, separating areas shall be maintained in a way to prevent contamination and be easy to clean.
4.9.7	**Lighting**	**4.9.7**		**Lighting**
4.9.7.1	All production, storage, receipt and dispatch areas shall have adequate levels of light.	4.9.7.1	Basic	All production, storage, receipt and dispatch areas shall have adequate levels of light.
4.9.8	**Air conditioning/Ventilation**	**4.9.8**		**Air conditioning/ventilation**
4.9.8.1	Adequate natural and/or artificial ventilation shall be designed, constructed and maintained in all areas.	4.9.8.1	Basic	Adequate natural and/or artificial ventilation shall be designed, constructed and maintained in all areas.
4.9.8.2	If ventilation equipment is installed, filters and other components shall be easily accessible and monitored, cleaned or replaced as necessary.	4.9.8.2	Basic	If ventilation equipment is installed, filters and other components shall be easily accessible and monitored, cleaned or replaced, as necessary.
4.9.8.3	Air conditioning equipment and artificially generated airflow shall not compromise product safety and quality.	4.9.8.3	Basic	Air conditioning equipment and artificially generated airflow shall not compromise product safety and quality.
4.9.8.4	Dust extraction equipment shall be designed, constructed and maintained in areas where considerable amounts of dust are generated.	4.9.8.4	Basic	Dust extraction equipment shall be designed, constructed and maintained in areas where considerable amounts of dust are generated.
4.9.9	**Water**	**4.9.9**		**Water**
4.9.9.1*	Water which is used for hand washing, cleaning and disinfection, or as an ingredient in the production process shall be of potable quality at the point of use and supplied in sufficient quantity.	4.9.9.1*	Basic	Water which is used for hand washing, cleaning and disinfection, or as an ingredient in the production process, shall be of potable quality **or pose no risk of contamination according to applicable legal requirements**, at the point of use and supplied in sufficient quantity; this also applies to recycled water, steam and ice.
4.9.9.2	The quality of water (including recycled water), steam or ice shall be monitored following a risk-based sampling plan.	4.9.9.2 (B)	Basic	The quality of water (including recycled water), steam or ice shall be monitored following a sampling plan.
		4.9.9.2 (I) ☞	Intermediate	The sampling plan shall be risk-based.
4.9.9.3	Recycled water, which is used in the process, shall not pose contamination risks.	4.9.9.3	Basic	Recycled water, which is used in the process, shall not pose a contamination risk.

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4.9.9.4	Non-potable water shall be transported in separate, properly marked piping. Such piping shall neither be connected to the potable water system nor allow the possibility of reflux, to prevent contamination of potable water sources or factory environment.	4.9.9.4	Basic	Non-potable water shall be transported using separate, properly marked piping. Such piping shall neither be connected to the potable water system, nor allow the possibility of reflux in order to prevent contamination of potable water sources or factory environment.
4.9.10	**Compressed air and gases**			
4.9.10.1	The quality of compressed air that comes in direct contact with food or food contact materials shall be monitored based on risks. Compressed air shall not pose contamination risks.			*Food safety risks from compressed air that comes in direct contact with food or food contact materials are addressed through food safety hazards control and HACCP requirements.* *The requirement is more specific in IFS Food.*
4.9.10.2	Gases that come in direct contact with food or food contact materials shall demonstrate safety and quality for the intended use.			*Food safety risks from gases that come in direct contact with food or food contact materials are addressed through food safety hazard control and HACCP requirements.* *Requirement is more specific in IFS Food.*

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4.10	**Cleaning and disinfection**	**4.10**		**Cleaning and disinfection**
4.10.1*	Risk-based cleaning and disinfection schedules shall be validated, documented and implemented. These shall specify: • objectives • responsibilities • the products used and their instructions for use • dosage of cleaning and disinfection chemicals • the areas and timeslots for cleaning and disinfection activities • cleaning and disinfection frequency • Cleaning In Place (CIP) criteria, if applicable • documentation requirements • hazard symbols (if necessary).	4.10.1 (B)	Basic	Cleaning and disinfection schedules shall be validated, documented and implemented. These shall specify: • objectives • responsibilities • the products used and their instructions for use • dosage of cleaning and disinfection chemicals • the areas and timeslots for cleaning and disinfection activities • cleaning and disinfection frequency • Cleaning In Place (CIP) criteria, if applicable • documentation requirements • hazard symbols (if necessary).
		4.10.1 (I) ☞	Intermediate	Cleaning and disinfection schedules shall be risk-based and documented.
4.10.2	Cleaning and disinfection activities shall be implemented and shall result in effectively cleaned premises, facilities and equipment.	4.10.2	Basic	Cleaning and disinfection activities shall be implemented and shall result in effectively cleaned premises, facilities and equipment.
4.10.3	Cleaning and disinfection activities shall be documented and such records shall be verified by a responsible designated person in the company.	4.10.3	Basic	Cleaning and disinfection activities shall be documented and such records shall be verified by a responsible designated person in the company.
4.10.4*	Only competent personnel shall perform cleaning and disinfection activities. The personnel shall be trained and retrained to carry out the cleaning and disinfection schedules.	4.10.4	Basic	Only competent personnel shall perform cleaning and disinfection activities. The personnel shall be trained and retrained to carry out the cleaning and disinfection schedules.
4.10.5*	The intended use of cleaning and disinfection equipment shall be clearly specified. It shall be used and stored in a way to avoid contamination.	4.10.5	Basic	The intended use of cleaning and disinfection equipment shall be clearly specified. It shall be used and stored in a way to avoid contamination.

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4.10.6	Safety Data Sheets and instructions for use shall be available on-site for cleaning and disinfection chemicals. Personnel responsible for cleaning and disinfection activities shall be able to demonstrate their knowledge of such instructions.	4.10.6	Basic	Safety Data Sheets and instructions for use shall be available on-site for cleaning and disinfection chemicals. Personnel responsible for cleaning and disinfection activities shall be able to demonstrate their knowledge of such instructions.
4.10.7	The effectiveness of the cleaning and disinfection measures shall be verified. The verification shall rely on a risk-based sampling schedule and shall consider, one or several actions, for example: • visual inspection • rapid testing • analytical testing methods. Resultant actions shall be documented.	4.10.7 (B)	Basic	The effectiveness of the cleaning and disinfection measures shall be verified. The verification shall rely on an appropriate sampling schedule, considering one or several actions, such as for example: • visual inspection • rapid testing • analytical testing methods Resultant actions shall be documented.
		4.10.7 (I) ☞	Intermediate	The effectiveness verification shall rely on a risk-based sampling schedule.
4.10.8	Cleaning and disinfection schedules shall be reviewed and modified, in the event that changes occur to products, processes or cleaning and disinfection equipment, if necessary.	4.10.8	Basic	Cleaning and disinfection schedules shall be reviewed and modified, in the event that changes occur to products, processes or cleaning and disinfection equipment, if necessary.
4.10.9	Where a company hires a third-party service provider for cleaning and disinfection activities in production areas, all above-mentioned requirements shall be documented in the service contract.			*Introduced in a general sense in requirement 4.10.1 at basic level in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.11	**Waste management**	**4.11**		**Waste management**
4.11.1*	A waste management procedure shall be documented, implemented and maintained to prevent cross contamination.	4.11.1 (B)	Basic	A waste management **process** shall be implemented and maintained to prevent cross contamination.
		4.11.1 (I) ☞	Intermediate	A waste management procedure shall be documented.

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4.11.2	All local legal requirements for waste disposal shall be met.	4.11.2	Basic	All local legal requirements for waste disposal shall be met.
4.11.3	Food waste and other waste shall be removed as quickly as possible from areas where food is handled. The accumulation of waste shall be avoided.	4.11.3	Basic	Food waste and other waste shall be removed as quickly as possible from areas where food is handled. The accumulation of waste shall be avoided.
4.11.4	Waste collection containers shall be clearly marked, suitably designed and maintained, easy to clean, and where necessary, disinfected.	4.11.4	Basic	Waste collection containers shall be marked, suitably designed and maintained, easy to clean, and where necessary, disinfected.
4.11.5	If a company decides to separate food waste and to reintroduce it into the feed supply chain, measures or procedures shall be implemented to prevent contamination or deterioration of this material.			*Requirement not covered by IFS Progress Food v3.*
4.11.6	Waste shall be collected in separate containers in accordance with the intended means of disposal. Such waste shall be disposed by authorised third parties only. Records of waste disposal shall be kept by the company.			*Introduced in a general sense through requirement 4.11.1 in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.12	**Foreign material and chemicals risk mitigation**	**4.12**		**Foreign material and chemical risk mitigation**
4.12.1 **KO***	**KO N° 6:** Based on risks, procedures shall be documented, implemented and maintained to prevent contamination with foreign materials. Contaminated products shall be treated as non-conforming products.	4.12.1* (B)	Basic	**Measures** shall be documented, implemented and maintained to prevent contamination with foreign materials. Contaminated products shall be treated as non-conforming products.
		4.12.1 (I) ☞	Intermediate	Procedure(s) to prevent contamination with foreign materials shall be defined based on risks and documented.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.12.2	The products being processed shall be protected against physical contamination, **which includes but is not limited to:** • **environmental contaminants** • **oils or dripping liquids from machinery** • **dust spills.** **Special consideration shall also be given to product contamination risks caused by:** • **equipment and utensils** • **pipes** • **walkways** • **platforms** • **ladders.** **If, for technological characteristics and/ or needs, it is not possible to protect the products, appropriate control measures shall be implemented.**	4.12.2	Basic	The products being processed shall be protected against physical contamination. ***Note:*** *requirement is more detailed in IFS Food. Some of the elements are addressed through guidance in IFS Progress Food version 3.*
4.12.3	All chemicals within the site shall be fit for purpose, labelled, stored and handled in a way not to pose contamination risk.	4.12.3	Basic	All chemicals within the facility shall be fit for purpose, labelled, stored and handled in a way not to pose contamination risks.
4.12.4	Where metal and/or other foreign material detectors are required, they shall be installed to ensure maximum efficiency of detection to prevent subsequent contamination. Detectors shall be subjected to maintenance to avoid malfunction at least once within a 12-month period, or whenever significant changes occur.			*Introduced in a general sense through requirements related to CCPs and other control measures monitoring; calibration, adjustment and checking of measuring and monitoring devices; maintenance and repair and foreign material risk mitigation in IFS Progress Food version 3.* *Thus, the requirement is more specific in IFS Food.*
4.12.5	The accuracy of all equipment and methods designed to detect and/or eliminate foreign materials shall be specified. Functionality tests of such equipment and methods shall be carried out on a risk-based frequency. In case of malfunction or failure, the impact on products and processes shall be assessed.			*Introduced in a general sense through requirements related to CCPs and other control measures monitoring; calibration, adjustment and checking of measuring and monitoring devices; maintenance and repair and foreign material risk mitigation in IFS Progress Food version 3.* *Thus, the requirement is more specific in IFS Food.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.12.6	Potentially contaminated products shall be isolated. Access and actions for the further handling or testing of these isolated products shall only be carried out by authorised personnel.			*Introduced in a general sense through requirement 4.12.1 in IFS Progress Food version 3.* *Thus, the requirement is more specific in IFS Food.*
4.12.7	In areas where raw materials, semi-finished and finished products are handled, the use of glass and/or brittle materials shall be excluded; however, where the presence of glass and/or brittle materials cannot be avoided, the risks shall be controlled and the glass and/or brittle materials shall be clean and pose no risks to product safety.			*Introduced in a general sense in requirement 4.12.1 in IFS Progress Food version 3. Specifically in intermediate level requirement, it relies on a risk-based implementation.* *Thus, the requirement is more specific in IFS Food*
4.12.8	Risk-based measures shall be implemented and maintained for the handling of glass packaging, glass containers or other kinds of containers in the production process (turn over, blow, rinse, etc.). After this process step, there shall be no further contamination risks.			*Introduced in a general sense in requirement 4.12.1 in IFS Progress Food version 3. Specifically in intermediate level requirement, it relies on a risk-based implementation.* *Thus, the requirement is more specific in IFS Food.*
4.12.9	Procedure(s) shall be documented, implemented and maintained to describe the measures to be taken in case of glass breakage and/or brittle materials. Such measures shall include identifying the scope of goods to be isolated, specifying authorised personnel, cleaning and if necessary, disinfection of the production environment and releasing the production line for continued production.	4.12.4	Basic	**Measures** shall be documented, implemented and maintained in case of glass breakage and/or brittle materials. Such measures shall include; identifying the scope of goods to be isolated, specifying authorised personnel, cleaning and if necessary, disinfection of the production environment and releasing the production line for continued production.
4.12.10	Breakages of glass and brittle materials shall be recorded. Exceptions shall be justified and documented.	4.12.5	Basic	Breakages of glass and brittle material shall be recorded. Exceptions shall be justified and documented.
4.12.11	Where visual inspection is used to detect foreign materials, the employees shall be trained and operative changes shall be performed at an appropriate frequency to maximise the effectiveness of the process.			*Requirement not covered by IFS Progress Food v3.* *Nevertheless, the control measure effectiveness is generally inherent to requirement 4.12.1 in IFS Progress Food version 3.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.12.12	In areas where raw materials, semi-finished and finished products are handled, the use of wood shall be excluded; however, where the presence of wood cannot be avoided, the risks shall be controlled and the wood shall be clean and pose no risks to product safety.			*Introduced in a general sense through requirement 4.12.1 in IFS Progress Food version 3. Specifically in intermediate level requirement, it relies on a risk-based implementation.* *Thus, the requirement is more specific in IFS Food.*
4.13	**Pest monitoring and control**	**4.13**		**Pest monitoring and control**
4.13.1	Site premises and equipment shall be designed, built and maintained to prevent pest infestation.	4.13.1	Basic	Site premises and equipment shall be designed, built and maintained to prevent pest infestation.
4.13.2*	Risk-based pest control measures shall be documented, implemented and maintained. They shall comply with local legal requirements and shall take into account, at a minimum: • factory environment (potential and targeted pests) • type of raw material/finished products • site plan with area for application (bait map) • constructional designs susceptible for pest activity, for example ceilings, cellars, pipes, corners • identification of the baits on site • responsibilities, in-house/external • agents used and their instructions for use and safety • frequency of inspections • rented storage if applicable.	4.13.2* (B)	Basic	Pest control measures shall be documented, implemented and maintained. They shall comply with local legal requirements and take a minimum of the following into account: • factory environment (potential and targeted pests) • type of raw material/finished products • site plan with area for application (bait map) • constructional designs susceptible to pest activity, for example, ceilings, cellars, pipes, corners • identification of the baits on site • responsibilities, in-house/ external • agents used and instructions for use and safety • frequency of inspections • rented storage, if applicable.
		4.13.2 (I) ☞	Intermediate	Pest control measures shall be risk-based and documented.

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4.13.3	Where a company hires a third-party service provider for pest control, all above-mentioned requirements shall be documented in the service contract. A competent person at the company shall be appointed to monitor the pest control activities. Even if the pest control service is outsourced, responsibilities for the necessary actions (including ongoing supervision of pest control activities) shall remain within the company.			*Introduced in a general sense through requirement 4.13.2 at basic level in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.13.4	Pest control inspections and resulting actions shall be documented. Implementation of actions shall be monitored and recorded. Any infestation shall be documented and control measures taken.	4.13.3	Basic	Pest control inspections and resulting actions shall be documented/recorded. Implementation of actions shall be monitored and recorded. Any infestation shall be documented and control measures taken.
4.13.5	Baits, traps and insect exterminators shall be fully functioning, sufficient in number, designed for purpose, placed in appropriate positions and used in a way to avoid contamination.	4.13.4	Basic	Baits, traps and insect exterminators shall be fully functioning, sufficient in number, designed for purpose, placed in appropriate positions and used in a way to avoid contamination.
4.13.6	Incoming deliveries shall be inspected on arrival for the presence of pests. Any findings shall be recorded.			*Introduced in a general sense through requirement 4.14.1 at basic level in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.13.7	The effectiveness of the pest control measures shall be monitored, including **trend analysis**, to allow timely actions. Records of this monitoring shall be available.	4.13.5	Basic	The effectiveness of the pest control measures shall be monitored including **data analysis**, to allow timely appropriate actions. Records of this monitoring shall be available. ***Note:*** *data analysis is addressed through baseline implementation in IFS Progress Food version 3.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.14	**Receipt and storage of goods**	**4.14**		**Receipt and storage of goods**
4.14.1*	All incoming goods, including packaging materials and labels, shall be checked for compliance with specifications and a determined risk-based monitoring plan. The monitoring plan shall be justified by risk assessment. Records of those inspections shall be available.	4.14.1 (B)	Basic	All incoming goods, including packaging materials and labels, shall be checked for compliance with specifications and a defined monitoring plan. Records of those inspections shall be available.
		4.14.1 (I) ☞	Intermediate	The monitoring plan of incoming goods shall be risk-based.
4.14.2*	A **system** shall be implemented and maintained to ensure storage conditions of raw materials, semi-finished, finished products and packaging materials, correspond to product specifications, and do not have any negative impact on other products.	4.14.2	Basic	A **process** shall be implemented and maintained to ensure storage conditions of raw materials, semi-finished, finished products and packaging materials correspond to product specifications and do not have any negative impact on other products.
4.14.3	Raw materials, packaging materials, semi-finished and finished products shall be stored to minimise contamination risks or any other negative impact.	4.14.3	Basic	Raw materials, packaging materials, semi-processed and finished products shall be stored to minimise the contamination risks or other negative impacts.
4.14.4	Adequate storage facilities shall be available for the management and storage of working materials, process aids and additives. **The personnel responsible for the management of storage facilities shall be trained.**	4.14.4	Basic	Adequate storage facilities shall be available for the management and storage of working materials, process aids, and additives.
4.14.5*	All products shall be identified. Use of products shall be undertaken in accordance with the principles of First In/First Out and/or First Expired/First Out.			*Introduced in a general sense through requirement 4.14.2 in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.14.6	Where a company hires a third-party storage service provider, the service provider shall be certified against IFS Logistics or any other GFSI recognised certification standard covering the respective scope of activity. If not, all relevant requirements equivalent to the company's own storage practices shall be fulfilled and this shall be defined in the respective contract.			*Introduced in a general sense through requirement 4.14.2 in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.15	**Transport**	**4.15**		**Transport**
4.15.1*	The conditions inside the vehicles related to the absence of, for example: • strange smells • high dust load • adverse humidity • pests • mould shall be checked before loading and be documented to ensure compliance with the defined conditions.	4.15.1	Basic	The conditions inside the vehicles, related to absence of, for example: • strange smells • high dust load • adverse humidity • pests • mould shall be checked before loading and documented to ensure compliance with the defined conditions.
4.15.2	Where goods are transported at certain temperatures, the temperature inside the vehicles shall be checked and documented before loading.	4.15.2	Basic	Where goods are transported at certain temperatures, the temperature inside the vehicles shall be checked and documented before loading.
4.15.3	**Procedures** to prevent contamination during transport, including loading and unloading, shall be **documented,** implemented and maintained. Different categories of goods (food/non-food) shall be taken into consideration, if applicable.	4.15.3	Basic	**Processes** to prevent contamination during transport, including loading and unloading, shall be implemented and maintained. Different categories of goods (food / non-food) shall be taken into consideration, if applicable.
4.15.4	Where goods are transported at certain temperatures, maintaining the appropriate range of temperatures during transport shall be ensured and **documented**.	4.15.6	Intermediate	Where goods are transported at certain temperatures, maintaining the appropriate range of temperature during transport shall be ensured.
4.15.5	**Risk-based** hygiene requirements for all transport vehicles and equipment used for loading/unloading (e.g. hoses of silo installations) shall be implemented. Measures taken shall be recorded.	4.15.4	Basic	Hygiene requirements for all transport vehicles and equipment used for loading/ unloading (e.g., hoses of silo installations) shall be implemented. Measures taken shall be recorded.
4.15.6	The loading/unloading areas shall be appropriate for their intended use. They shall be constructed in a way that: • the risks of pest intake are mitigated • products are protected from adverse weather conditions • accumulation of waste is avoided • condensation and growth of mould are prevented • cleaning and if necessary, disinfection can be easily undertaken.	4.15.5	Basic	The loading/unloading area shall be appropriate for intended use. It shall be constructed in a way that: • the risks of pest intake is mitigated • products are protected from adverse weather conditions • accumulation of waste is avoided • condensation and growth of mould are prevented • cleaning and if necessary, disinfection can be easily undertaken.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.15.7	Where a company hires a third-party transport service provider, the service provider shall be certified for IFS Logistics or any other GFSI recognised certification standard covering the respective scope of activity. If not, all relevant requirements equivalent to the company's own transport practices shall be fulfilled and this shall be defined in the respective contract.			*Introduced in a general sense through requirement 4.15.2 in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.16	**Maintenance and repair**	**4.16**		**Maintenance and repair**
4.16.1*	A maintenance plan shall be documented, implemented and maintained, that covers all critical equipment (including transport and storage premises) to ensure food safety, product quality and legality. This applies both to internal maintenance activities and service providers. The plan shall include responsibilities, priorities and due dates.	4.16.2	Intermediate	A maintenance plan shall be documented, implemented and maintained covering production and storage premises and all critical equipment (including transport) to ensure food safety, product quality and legality. This applies both to internal maintenance activities and service providers. The plan shall include responsibilities, priorities and due dates.
4.16.2	Food safety, product quality, legality and **authenticity** shall be ensured during and after maintenance and repair work. Records of maintenance and repair work shall be kept.	4.16.3	Intermediate	Food safety, product quality and legality shall be ensured during and after maintenance and repair work. Records of maintenance and repair work shall be kept.
4.16.3	All materials used for maintenance and repair shall be fit for the intended use and shall not pose contamination risks.	4.16.1	Basic	All materials used for maintenance and repair shall be fit for intended use and shall not pose a contamination risk.
4.16.4	Failures and malfunctions of premises and equipment (including transport) that are essential for food safety and product quality, shall be identified, documented and reviewed to enable prompt actions and to improve the maintenance plan.	4.16.4	Intermediate	Failures and malfunctions on premises and of equipment (including transport) that are essential for food safety and product quality, shall be identified, documented and reviewed to enable prompt actions and to improve the maintenance plan.
4.16.5	Temporary repairs shall be carried out to avoid compromising food safety and product quality. Such work shall be documented and a short-term deadline set for eliminating the issue.			*Introduced in a general sense through requirement 4.16.3 in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.16.6	Where a company hires a third-party maintenance and repair service provider, all the company requirements regarding material, equipment and operational rules shall be defined, documented and maintained in the service contract, to prevent any product contamination.			*Introduced in a general sense through requirement 4.16.2 at intermediate level in IFS Progress Food version 3.* *Requirement is more specific in IFS Food.*
4.17	**Equipment**	**4.17**		**Equipment**
4.17.1*	Equipment shall be suitably designed and defined for the intended use. Before commissioning new equipment, **compliance with** food safety, product quality, legality, **authenticity** and customer requirements **shall be validated.**	4.17.3	Intermediate	Equipment shall be suitably designed and defined for intended use. Before commissioning new equipment, **it shall be ensured** that food safety, product quality, legality and customer requirements **are complied with**. ***Note:*** *suitably designed equipment refers to basic hygienic design conditions which will not pose a risk to food safety and, in addition to commissioning elements, are addressed through baseline implementation with a focus on compliance primarily with food safety, product quality, legality and customer requirements.*
4.17.2	For all equipment and utensils which could have an impact on the product, evidence shall be documented to demonstrate compliance with legal requirements. In case no specific legal requirements are in place, evidence shall be available, for example: • certificate of conformity • technical specifications • manufacturer's self-declaration • to demonstrate that they are suitable for the intended use.			*Requirement not covered by IFS Progress Food v3.* ***Note:*** *specific food safety hazards caused by equipment are addressed through food safety hazard controls and HACCP requirements.*
4.17.3	Equipment shall be located to allow effective cleaning, disinfection and maintenance operations.	4.17.1	Basic	Equipment shall be located to allow effective cleaning, disinfection, **inspection** and maintenance operations.
4.17.4	All product equipment shall be in a condition that does not compromise food safety and product quality.	4.17.2	Basic	All product equipment shall be in a condition that does not compromise food safety and product quality.

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4.17.5	In the event of changes to equipment, the process characteristics shall be reviewed to ensure that food safety, product quality, legality, authenticity and customer requirements are complied with.			*Requirement not covered by IFS Progress Food v3.*
4.18	**Traceability**	**4.18**		**Traceability**
4.18.1 **KO***	**KO N° 7:** A traceability system shall be documented, implemented and maintained that enables the identification of product lots and their relation to batches of raw materials, and food contact packaging materials, and/or materials carrying legal and/or relevant food safety information. The traceability system shall incorporate all relevant records of: • receipt • processing at all steps • use of rework • distribution. Traceability shall be ensured and documented until delivery to the customer.	4.18.1* (B)	Basic	A traceability **process** shall be implemented and maintained that enables the identification of product lots and their relation to batches of raw materials and food contact packaging materials and/or materials carrying legal and/ or relevant food safety information. The traceability **process** shall incorporate all relevant records of: • receipt • processing at all steps • use of rework • work in progress • distribution. Traceability shall be ensured and recorded until delivery to the customer.
		4.18.1 (I) ☞	Intermediate	The traceability system shall be documented.
4.18.2*	The traceability system, including mass balance, shall be tested at least once within a 12-month period or whenever significant changes occur. The test samples shall reflect the complexity of the company's product range. The test records shall demonstrate upstream and downstream traceability (from delivered products to raw materials, and vice versa).	4.18.3*	Intermediate	The traceability system, including mass balance, shall be tested at least once within a 12-month period or whenever significant changes occur. The test samples shall verify the complexity of the company´s product range. The test records shall demonstrate upstream and downstream traceability (from delivered products to raw materials, and vice versa).

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4.18.3	**The traceability from the finished products to the raw materials and to the customers shall be performed within four (4) hours maximum.** Test results, including the timeframe for obtaining the information, shall be recorded and where necessary actions shall be taken. Timeframe objectives shall be in compliance with customer requirements **if less than four (4) hours are required**.	4.18.4	Intermediate	Test results, including the timeframe for obtaining the information, shall be recorded and where necessary **improvements**/actions shall be taken. Timeframe objectives shall be defined and comply with **legal** and customer requirements.
4.18.4	Labelling of semi-finished or finished product lots shall be made at the time when the goods are directly packed to ensure clear traceability of goods. Where goods are labelled at a later time, the temporarily stored goods shall have a specific lot labelling. Shelf life (e.g. best before date) of labelled goods shall be defined using the original production batch.	4.18.2	Basic	Labelling/identification of semi-finished or finished product batches/lot shall be made at the time when the goods are directly packed to ensure clear traceability of goods. Where goods are labelled at a later time, the temporarily stored goods shall have a specific batch/lot labelling. Shelf life (e.g., best before date) of labelled goods shall be defined using the original production batch/lot.
4.18.5	If required by the customer, identified representative samples of the manufacturing lot or batch number shall be stored appropriately and kept until expiration of the "Use by" or "Best before" date of the finished products and, if necessary, for a determined period beyond this date.	4.18.5	Intermediate	If required by the customer, identified representative samples of the manufacturing lot or batch number shall be stored appropriately and kept until expiration of the "Use by" or "Best before" date of the finished product and if necessary, for a determined period beyond this date.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
4.19	**Allergen risk mitigation**	**4.19**		**Allergen risk mitigation**
4.19.1	For all raw materials, a risk assessment shall be performed to identify allergens requiring declarations, including accidental or technically unavoidable cross-contaminations of legally declared allergens and traces. This information shall be available and relevant to the country/ies of sale of the finished products and shall be documented and maintained for all raw materials. A continuously up to date listing of all raw materials containing allergens used on the premises shall be maintained. This shall also identify all blends and formulas to which such raw materials containing allergens are added.	4.19.1	Basic	For all raw materials, the company shall identify allergens requiring declarations, including unintentional or technically unavoidable cross-contaminations of legally declared allergens and traces. This information shall be available and relevant to the country/ies of sale of the finished products and shall be documented and maintained for all raw materials. A continuously up-to-date listing of all raw materials containing allergens used on the premises shall be maintained. This shall also identify all blends and formulas to which such raw materials containing allergens are added.
		4.19.4	Intermediate	Identification of allergens requiring declarations for all raw materials, measures to ensure that potential cross contamination of products by allergens is minimised and labelling decisions of finish products in regard to allergens shall be risk-based.

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4.19.2*	Risk-based measures shall be implemented and maintained from receipt to dispatch, to ensure that potential cross contamination of products by allergens is minimised. The potential cross contamination risks shall be considered, related to, at a minimum: • environment • transport • storage • raw materials • personnel (including contractors and visitors) Implemented measures shall be monitored.	4.19.2*	Basic	Measures shall be documented, implemented and maintained from receipt to dispatch, to ensure that potential cross contamination of products by allergens is minimised. The potential cross-contamination risks shall be considered in a minimum of the following areas: • processing • environment • transport • storage • raw materials • personnel (including contractors and visitors) Implemented measures shall be monitored.
		4.19.4	Intermediate	Identification of allergens requiring declarations for all raw materials, measures to ensure that potential cross contamination of products by allergens is minimised and labelling decisions of finish products in regard to allergens shall be risk-based.
4.19.3	Finished products containing allergens that require declaration shall be declared in accordance with legal requirements. Accidental or technically unavoidable cross-contaminations of legally declared allergens and traces shall be labelled. The decision shall be risk based. The potential cross-contamination with allergens from raw materials processed in the company shall also be taken into account on the product label.	4.19.3	Basic	Finished products containing allergens that require declaration shall be declared in accordance with legal requirements. Unintentional or technically unavoidable cross-contamination of legally declared allergens and traces shall be labelled. The potential cross-contamination with allergens from raw materials processed in the company shall also be taken into account on the product label.
		4.19.4	Intermediate	Identification of allergens requiring declarations for all raw materials, measures to ensure that potential cross contamination of products by allergens is minimised and labelling decisions of finish products in regard to allergens shall be risk-based.

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4.20	**Food fraud**	**4.20**		**Food fraud**
4.20.1	The responsibilities for a food fraud vulnerability assessment and mitigation plan shall be defined. The responsible person(s) shall have the appropriate specific knowledge.			*Requirement not covered by IFS Progress Food v3.*
4.20.2*	A documented food fraud vulnerability assessment, including assessment criteria, shall be documented, implemented and maintained. The scope of the assessment shall cover all raw materials, ingredients, packaging materials and outsourced processes, to determine the risks of fraudulent activity in relation to substitution, mislabelling, adulteration or counterfeiting.	4.20.1	Intermediate	A food fraud vulnerability assessment, including assessment criteria, shall be documented, implemented and maintained. The scope of the assessment shall cover all raw materials, ingredients, packaging materials and outsourced processes, to determine the risks of fraudulent activity.
4.20.3	A food fraud mitigation plan shall be documented, implemented and maintained, with reference to the vulnerability assessment, and shall include the testing and monitoring methods.	4.20.2	Intermediate	A food fraud mitigation plan shall be documented, implemented and maintained, with reference to the vulnerability assessment, and shall include the testing and monitoring methods.
4.20.4*	The food fraud vulnerability assessment shall be reviewed, at least once within a 12-month period or whenever significant changes occur. If necessary, the food fraud mitigation plan shall be revised/updated accordingly.			*Requirement not covered by IFS Progress Food v3.* *Note: in IFS Progress Food version 3, the review of the food fraud vulnerability assessment is addressed in a general sense through the guidance in 4.20.1 and 4.20.2.*
4.21	**Food defence**	**4.21**		**Food defence**
4.21.1	The responsibilities for the food defence shall be defined. The responsible person(s) shall have the appropriate specific knowledge.	4.21.1	Intermediate	The responsibilities for food defence shall be defined. The responsible person(s) shall have the appropriate specific knowledge and training.

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4.21.2*	A food defence procedure and plan shall be documented, implemented and maintained to identify potential threats and define food defence measures. This shall include at a minimum: • legal requirements • identification of critical areas and/or practices and policy of access by employees • visitors and contractors • **how to manage external inspections and regulatory visits** • any other appropriate control measures.	4.21.2	Intermediate	A food defence procedure and plan shall be developed to identify potential threats and define food defence measures. This shall include a minimum of: • legal and **customer requirements** • identification of critical areas and/or practices and policy of access by employees • visitors and contractors • any other appropriate control measures.
4.21.3	The food defence plan shall be tested for effectiveness **and reviewed at least once within a 12-month period or whenever significant changes occur**.	4.21.3	Intermediate	The food defence plan shall be tested for effectiveness. ***Note:*** *in IFS Progress Food version 3, the review of the food defence plan is addressed in a general sense through the guidance.*
5	**Measurements, analyses, improvements**	**5**		**Measurements, analyses, improvements**
5.1	**Internal audits**			
5.1.1 **KO***	**KO N° 8:** An effective internal audit program shall be documented, implemented and maintained, and shall ensure at a minimum that all the requirements of the IFS Standard are audited. This activity shall be planned within a 12-month period and its execution shall not exceed 15 months. The company shall have a risk assessment in place where activities, which are critical to food safety and product quality shall be audited more frequently. It shall also apply to off-site storage locations owned or rented by the company.			*Requirement not covered by IFS Progress Food v3.*
5.1.2	The auditors shall be competent and independent from the audited department.			*Requirement not covered by IFS Progress Food v3.*

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5.1.3	Internal audits shall be documented and results communicated to the senior management and to persons responsible for the concerned activities. Compliances, deviations and non-conformities shall be documented and communicated to the relevant persons.			*Requirement not covered by IFS Progress Food v3.*
5.2	**Site factory inspections**	**5.1**		**Site factory inspections**
5.2.1*	Site and factory inspections shall be planned and carried out for certain topics, like for example: • constructional status of production and storage premises • external areas • product control during processing • hygiene during processing and within the infrastructure • foreign material hazards • personal hygiene. The frequency of inspections shall be based on risks and on the history of previous results.	5.1.1	Intermediate	Site and factory inspections shall be planned and carried out for certain topics, like for example: • constructional status of production and storage premises • external areas • product control during processing • product protection • hygiene during processing and within the infrastructure • foreign material hazards • personnel hygiene. The frequency of inspections shall be determined based on risks and on the history of previous results.
5.3	**Process validation and control**	**5.2**		**Process control**
5.3.1	The criteria for process **validation** and control shall be defined.	5.2.1	Intermediate	The criteria for process control shall be defined.
5.3.2	Process parameters (temperature, time, pressure, chemical properties, etc.) which are essential to ensure the food safety and product quality, shall be monitored, recorded continuously and/or at appropriate intervals **and secured against unauthorised access and/or change.**	5.2.2	Intermediate	Process parameters (temperature, time, pressure, chemical properties, etc.) which are essential to ensure food safety and product quality shall be monitored and recorded continuously and/or at appropriate intervals.
5.3.3*	All rework operations shall be validated, monitored and documented. These operations shall not affect the food safety and product quality requirements.			*Requirement is not covered by IFS Progress Food v3.* ***Note:** risks caused by rework are addressed in a general sense through food safety hazards control and HACCP requirements.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.3.4	Procedures shall be documented, implemented and maintained for prompt notification, recording and monitoring of equipment malfunction and process deviations.			*Requirement is not covered by IFS Progress Food v3.* ***Note:** equipment/processes malfunctions/ deviations critical to food safety and quality are addressed in a general sense through HACCP and calibration, adjustment and checking of measuring and monitoring devices requirements.*
5.3.5	Process validation shall be performed using the collected data that is relevant for food safety and the processes. If substantial modifications occur, a re-validation shall be carried out.			*Requirement not covered by IFS Progress Food v3.*
5.4	**Calibration, adjustment and checking of measuring and monitoring devices**	**5.3**		**Calibration, adjustment and checking of measuring and monitoring devices**
5.4.1*	Measuring and monitoring devices required to ensure compliance with food safety and product quality requirements shall be identified and recorded. Their calibration status shall be recorded. Measuring and monitoring devices shall be legally approved, if required by current relevant legislation.	5.3.1	Basic	Measuring and monitoring devices required to ensure compliance with food safety and product quality requirements shall be identified and recorded. Their calibration status shall be recorded. Measuring and monitoring devices shall be legally approved if required by current relevant legislation.
5.4.2*	All measuring devices shall be checked, monitored, adjusted and calibrated at defined intervals, in accordance with defined, recognised standard/ methods and within relevant limits of the process parameter values. The results shall be documented.	5.3.2	Intermediate	All measuring and monitoring devices shall be checked, monitored, adjusted and calibrated at defined intervals in accordance with recognised standard/ methods and within relevant limits of the process parameter values. The results shall be documented.
5.4.3	All measuring devices shall be used exclusively for their defined purpose. Where the results of measurements or the status of the device indicate a malfunction, the device in question shall be immediately repaired or replaced. Where a malfunction has been identified, the impact on processes and products shall be assessed to identify whether non-conforming products have been processed.	5.3.3	Intermediate	All measuring and monitoring devices shall be used exclusively for their defined purpose. Where the results of measurements or the status of the device indicate a malfunction, the device in question shall be immediately repaired or replaced. Where a malfunction has been identified, the impact on processes and products shall be assessed to identify whether non-conforming products have been processed.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.5	**Quantity control monitoring**	**5.4**		**Quantity control monitoring**
5.5.1*	Compliance criteria to control lot quantity shall be defined. **A system** on frequency and methodology for quantity control shall be implemented and maintained to meet the legal requirements of the destination country/ies and customer specifications.	5.4.1	Basic	Compliance criteria to control lot quantity shall be defined. The frequency and methodology for quantity control shall be implemented and maintained to meet the legal requirements of the destination country/ies and customer specifications.
5.5.2	Quantity control monitoring shall be implemented and recorded, according to a sampling plan which ensures a proper representation of the manufacturing lot. The results from this monitoring shall be compliant with defined criteria for all products ready to be delivered.	5.4.2	Basic	Quantity control monitoring shall be implemented and recorded, according to a sampling plan which ensures a proper representation of the manufacturing lot. The results from the monitoring shall be compliant with defined criteria for all products ready to be delivered.
5.6	**Product testing and environmental monitoring**	**5.5**		**Product testing and environment monitoring**
5.6.1*	Testing and monitoring plans for internal and external analyses shall be documented and implemented and shall be risk-based to ensure that product safety, quality, legality, authenticity and specific customer requirements are met. The plans shall cover, a minimum of: • raw materials • semi-finished products (if applicable) • finished products • packaging materials • contact surfaces of processing equipment • relevant parameters for environmental monitoring. All test results shall be recorded.	5.5.1 (B)	Basic	Testing and monitoring plans for internal and external analysis shall be implemented to ensure that product safety, quality, safety, legality and specific customer requirements are met. The plans shall cover a minimum of: • raw materials • semi-finished products (if applicable) • finished products • packaging materials • contact surfaces and environmental tests All test results shall be recorded. ***Note:*** *contact surfaces and environmental monitoring are addressed as baseline implementation in IFS Progress Food version 3.*
		5.5.1 (I) ☞	Intermediate	Testing and monitoring plans for internal and external analyses shall be risk-based. ***Note:*** *authenticity addressed through guidance.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.6.2*	Based on risks, the criteria for environmental monitoring program shall be documented, implemented and maintained.			*Requirement not covered by IFS Progress Food v3.*
5.6.3*	Analyses which are relevant for food safety shall preferably be performed by laboratories with appropriate accredited programs/methods (ISO/IEC 17025). If the analyses are performed internally or by a laboratory without the appropriate accredited programs/ methods, the results shall be cross-checked with test results from laboratories accredited to these programs/ methods (ISO/IEC 17025) **at least once within a 12-month period or whenever significant changes occur.**	5.5.2	Intermediate	Analyses, which are relevant for food safety, shall preferably be performed by laboratories with appropriate accredited programs/ methods (ISO/IEC 17025). If the analyses are performed internally or by a laboratory without the appropriate accredited programs/ methods, the results shall be cross-checked on a regular basis with test results from laboratories accredited to these programs/methods (ISO/IEC 17025).
5.6.4	Procedures shall be documented, implemented and maintained to ensure the reliability of the results from internal analyses, based on officially recognised analysis methods. This shall be demonstrated by ring tests or other proficiency tests.	5.5.3	Intermediate	Procedures shall be documented, implemented and maintained to ensure the reliability of the results from internal analyses, based on officially recognised analysis methods. This shall be demonstrated by ring tests or other proficiency tests.
5.6.5	Results of analyses shall be evaluated in a timely manner by competent personnel. Immediate corrections shall be implemented for any unsatisfactory results. **Based on risks and legal requirements, the frequency for review of the testing and monitoring plan results shall be defined in order to identify trends.** When unsatisfactory **trends** are identified, the impact on processes and products as well as the need for actions shall be assessed.	5.5.4	Basic	Results of analyses shall be evaluated in a timely manner by competent personnel. Immediate corrections shall be implemented for any unsatisfactory results. **The analytical results shall be comprehensively and regularly reviewed.** When unsatisfactory **results** are identified, the impact on processes and products as well as the need for actions shall be assessed. ***Note:*** *in IFS Progress Food version 3, data analysis is addressed through baseline implementation.*
5.6.6	Where internal analyses or controls are undertaken, these shall be carried out in accordance with defined procedures, by competent and approved personnel, in defined areas or laboratories, using appropriate equipment.			*Introduced in a general sense through 5.5.3 and 5.5.4 requirements in IFS Progress Food version 3.* *Requirement more specific in IFS Food.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.6.7	For monitoring of the quality of the finished product, internal organoleptic tests shall be carried out. These tests shall be in accordance with specifications and related to the impact on respective parameters of product characteristics. The results of these tests shall be documented.			*Requirement not covered by IFS Progress Food v3.*
5.6.8	The testing and monitoring plans shall be regularly reviewed and updated, based on results, changes to legislation or issues that may have an impact on product safety, quality, legality and authenticity.			*Requirement not covered by IFS Progress Food v3.* ***Note:*** *review of testing and monitoring plans is addressed in a general sense through 5.5.1 requirements in IFS Progress Food version 3.*
5.7	**Product release**	**5.6**		**Product release**
5.7.1*	A procedure for quarantine (blocking/ hold) shall be documented, implemented and maintained to ensure that only raw materials, semi-finished and finished products and packaging materials complying with food safety, product quality, legality, authenticity and customer requirements, are processed and delivered.	5.6.1 (B)	Basic	A **process** for product release/ quarantine (blocking/hold) shall be implemented and maintained to ensure that only raw materials, semi- finished, finished products and packaging materials complying with food safety, product quality, legality and customer requirements are processed and dispatched.
		5.6.1 (I) ☞	Intermediate	A procedure for product release/quarantine (blocking/ hold) shall be documented. ***Note:*** *authenticity addressed through guidance.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.8	**Management of complaints from authorities and customers**	**5.7**		**Management of complaints from authorities and customers**
5.8.1*	A procedure shall be documented, implemented and maintained for the management of product complaints and of any written notification from the competent authorities - within the framework of official controls -, any ordering action or measure to be taken when non-compliance is identified.	5.7.1 (B)	Basic	A **process** shall be implemented and maintained for the management of product complaints and of any written notification from the competent authorities – within the framework of official controls-, any ordering action or measure to be taken when non-compliance is identified.
		5.7.1 (I) ☞	Intermediate	A procedure for management of product complaints and of any written notification from the competent authorities shall be documented.
5.8.2*	All complaints shall be recorded, be readily available and assessed by competent staff. Where it is justified, actions shall be taken immediately.	5.7.2	Basic	All complaints shall be recorded, be readily available and assessed by competent staff. Where it is justified, actions shall be taken immediately.
5.8.3	Complaints shall be analysed with a view to implementing actions to avoid the recurrence of the deviations and/or non-conformities.	5.7.3	Basic	Complaints shall be analysed with a view to implementing actions to avoid the recurrence of the deviations and or non-conformities. ***Note:*** *in IFS Progress Food version 3, data analysis is addressed through baseline implementation.*
5.8.4	The results of complaint data analysis shall be made available to the relevant responsible persons	5.7.4	Basic	The results of complaint data analysis shall be made available to the relevant responsible persons. ***Note:*** *in IFS Progress Food version 3, data analysis is addressed through baseline implementation.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.9	**Management of product recalls, product withdrawals and incidents**	**5.8**		**Management of product recalls, product withdrawals and incidents**
5.9.1 **KO***	**KO N°9:** An effective procedure shall be documented, implemented, maintained, for the management of recalls, withdrawals, incidents and potential emergency situations with an impact on food safety, product quality, legality and authenticity. It shall include, at a minimum: • the assignment of responsibilities • the training of the responsible persons • the decision-making process • the nomination of a person, authorised by the company and permanently available, to initiate the necessary process in a timely manner • an up to date alert contact list including customer information, sources of legal advice, available contacts • a communication plan including customers, authorities, and where applicable, consumers.	5.8.1*	Basic	The company shall demonstrate the ability to withdraw and recall affected products, contact relevant parties and keep records of these incidents.
		5.8.2	Intermediate	An effective procedure shall be documented, implemented and maintained for the management of recalls, withdrawals, incidents and potential emergency situations with an impact on food safety, product quality, legality and authenticity. It shall include a minimum of: • the assignment of responsibilities • the training of responsible persons • the decision-making process • the nomination of a person, authorised by the company and permanently available, to initiate the necessary process in a timely manner • an up/to/date alert contact list including customer information, sources of legal advice, contacts availability • a communication plan including customers, authorities, and where applicable, consumers.
5.9.2*	The procedure, shall be subject to internal testing for recall/withdrawal, by covering the end-to-end process. This activity shall be planned within a 12-month period and its execution shall not exceed 15 months. The outcome of the test shall be reviewed for continuous improvement.	5.8.3	Intermediate	The procedure shall be subject to internal testing for recall/withdrawal, by covering the end-to-end process. This activity shall be planned within a 12-month period and its execution shall not exceed 15 months. The outcome of the test shall be reviewed for continuous improvement.

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.10	**Management of non-conforming products**	**5.9**		**Management of non-conforming products**
5.10.1*	A procedure shall be documented, implemented and maintained for the management of all non-conforming raw materials, semi-finished products, finished products, processing equipment and packaging materials. This shall include, at a minimum: • defined responsibilities • isolation/quarantine procedures • **risk assessment** • identification including labelling • decision about the further usage like release, rework/reprocessing, blocking, quarantine, rejection/ disposal.	5.9.1 (B)	Basic	A **process** shall be implemented and maintained for the management of all non-conforming raw materials, semi-finished products, finished products, processing equipment and packaging materials. This shall include a minimum of: • defined responsibilities • isolation/quarantine processes • identification including labelling • decision about the further usage like release, rework/ reprocessing, blocking, quarantine, rejection/ disposal.
		5.9.1 (I) ☞	Intermediate	A procedure for the management of all non- conforming raw materials, semi-finished products, finished products, processing equipment and packaging material shall be documented **(including risk assessments, when applicable).**
5.10.2	The **procedure** for the management of non-conforming products shall be understood and applied by all relevant employees.	5.9.2	Basic	The **process** for the management of non- conforming products shall be understood and applied by all relevant employees.
5.10.3	Where non-conforming products are identified, immediate actions shall be taken to ensure that food safety and product quality requirements are complied with.	5.9.3	Basic	Where non-conforming products are identified, immediate actions shall be taken to ensure that food safety and product quality requirements are complied with.
5.10.4	Finished products (including packaging) that are out of specifications shall not be placed on the market under the corresponding label unless a written approval of the brand owner is available.			*Requirement not covered by IFS Progress Food v3.* *Note: generally addressed in IFS Progress Food version 3 when specifically related to customer requirements.*

Req.	IFS Food version 8	Req.	Level	IFS Progress version 3
5.11	**Management of deviations, non-conformities, corrections and corrective actions**	**5.10**		**Management of deviations, non-conformities, corrections and corrective actions**
5.11.1*	A procedure for the management of corrections and corrective actions shall be documented, implemented and maintained for the recording, analysis, and communication to the relevant persons of deviations, non-conformities and non-conforming products, with the objective to close the deviations and/or non-conformities and avoid recurrences via corrective actions. This shall include a root cause analysis at least for deviations and non-conformities related to safety, legality, **authenticity and/or recurrence of deviations and non-conformities**.	5.10.1 (B)	Basic	A **process** for the management of corrections and corrective actions shall be implemented and maintained for the recording, analysis and communication to the relevant persons of deviations, non-conformities and non-conforming products with the objective to close the non-compliances and avoid recurrences by corrections and/or corrective actions. This shall include a root cause analysis for at least the deviations and non-conformities related to safety and legality.
		5.10.1 (I) ☞	Intermediate	The procedure for the management of corrections and corrective actions shall be documented.
5.11.2	Where deviations and non-conformities are identified, corrections shall be implemented.	5.10.2	Basic	Where deviations and non-conformities are identified, corrections shall be implemented.
5.11.3 **KO***	**KO N° 10:** Corrective actions shall be formulated, documented and implemented as soon as possible to avoid the further occurrence of deviations and non- conformities. The responsibilities and the timescales for corrective actions shall be defined.	5.10.3	Basic	Corrective actions shall be clearly formulated, recorded and implemented as soon as possible to avoid the further occurrence of deviations and non-conformities. The responsibilities and the timescales for corrective actions shall be defined.
5.11.4	The effectiveness of the implemented corrections and corrective actions shall be assessed and the results of the assessment documented.	5.10.4	Basic	The effectiveness of the implemented corrections and corrective actions shall be assessed and the results of the assessment documented.

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