

FOOD SAFETY INCIDENT MANAGEMENT PLAN

The procedure below outlines an example Food Safety Incident Management Plan for a Critical issue eg. PPPs, glass, foreign objects, oils etc

Details of the primary person responsible for ensuring this procedure is adhered to:		
Full Name:		
Position:		
Emergency Telephone Number:		
CRITICAL ISSUES 1-4		
1. Unapproved pesticide applied to crop	Within 5 minutes of the person responsible (stated above) being made aware of an unapproved pesticide being applied to a crop, this procedure must be immediately followed	
2. Exceeded maximum rate applied to crop	Within 5 minutes of the person responsible (stated above) being made aware of an exceeded pesticide ratio application, this procedure must be immediately followed	
3. Unapproved pesticide residue reported from crop sampling	Within 5 minutes of the person responsible (stated above) being made aware of an unapproved pesticide residue being reported back for a crop, this procedure must be immediately followed in full	
4. Exceeded maximum residue level reported from Crop sampling	Within 5 minutes of the person responsible (stated above) being made aware of an exceeded maximum residue being reported back for a crop, this procedure must be immediately followed in full	
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IMMEDIATE NEXT STEPS		
Gather all relevant paperwork	Spray Records and/or residue sampling records	
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Contact customers using emergency telephone numbers provided	IMMEDIATELY inform your customer(s) of ALL the details, be prepared to email, fax, and verbally forward all paperwork	
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CUSTOMER 24 Hour Emergency Contact Details		
Trading Name:	Contact Names:	Telephone Number(s):
	Primary Contact:	Office: Mobile:
	Secondary Contact:	Office: Mobile:

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Stop harvesting affected crop	Where crop is being harvested contact staff immediately and STOP harvesting
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IMMEDIATE NEXT STEPS	
Segregate and quarantine in storage and clearly label on all sides of containers 'hold' from affected source	Where product has been harvested and stored, yet remains within the control of the business, clearly mark each side of bin/trays ensuring no product gets mixed up with non-affected product or dispatched from site
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Secure all crop in potentially affected fields	Where crop is still to be harvested, ensure all staff and customer(s) are aware this crop/field reference MUST NOT be harvested. Clearly mark at field entrance MUST NOT BE HARVESTED
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Next steps - Critical Issues 2 & 4 ONLY	
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2	<p>Maximum residue test and/or re-test product</p> <p>Exceeding the maximum application rate specified in the statutory box within the product label is a breach of the approval and therefore a breach of UK pesticide legislation. However, where this issue has been identified whilst 'some' of the affected crop is left in the field (and/or storage) and/or 'some' has left the control of the farm business, i.e. has moved further along the food chain, it is imperative that the chemical composition of the product in terms of maximum residue levels (legal trading limits) has not been exceeded (high risk potential food safety breach). Samples must be taken from the remaining affected field (and/or stored stock) and arrangements will be made by your customer(s) to collect the samples. Results will be requested within 24 hours and all costs charged to the producer business. These results will be reported back to your customer(s) immediately, after which you will be made aware of the results and any subsequent actions necessary to be taken.</p>
4	<p>Maximum residue test and/or re-test product</p> <p>Where maximum residue level sampling is undertaken internally within your business and results reported which exceed the maximum residue levels, the product is in breach of Legal Trading Limits, and cannot legally be sold. Where this issue has been identified whilst 'some' of the affected crop is left in the field (and/or storage) and 'some' has left the control of the farm business, i.e. has moved further along the food chain, it is imperative that the chemical composition of the product in terms of maximum residue levels is re-checked by the laboratory responsible for producing the original maximum residue level exceedance results. Further samples must be taken from the remaining affected field (and/or stored stock) and arrangements will be made by your customer(s) to collect the samples. Results will be requested within 24 hours and all costs charged to the producer business. These results will be reported back to your customer(s) immediately, after which you will be made aware of the results and any subsequent actions necessary to be taken.</p>