



FACILITY APPLICATION GUIDE FOR AFIA SAFE FEED/SAFE FOOD CERTIFICATION PROGRAM

Purpose and Overview:

The Safe Feed/Safe Food Certification Program is designed to create basic, minimum guidelines the industry expects all feed, ingredient and pet food manufacturing facilities to meet. These are not quality guidelines, but guidelines designed to assess the minimum feed safety requirements facilities have instituted to protect the health and well-being of animals and people. Although there are different ways to approach these safety guidelines, a certifying agent must use his or her expertise and knowledge to determine if the facility's processes and controls will result in meeting the guidelines, as outlined in the audit form and program documents. This guide is designed to lead facilities through the review of the self-audit process for a facility's feed safety program. Moreover, this guide is how AFIA expects agents to review a facility based on the application and self-audit form submitted to AFIA for review and approval and a subsequent site visit by an agent of the Facility Certification Institute (FCI).

SF/SF Program:

This program was created by the feed industry over several months. It has three main components listed as follows: 1) Hazards list; 2) Traceability requirements list; and a 3) Self-audit form. There is an application that must be submitted for each facility along with the completed self-audit form and payment. The program is designed as a four-year commitment with an audit to be completed prior to a facility being certified and an audit every other year thereafter with, self-audits conducted by the facility in years there isn't an outside audit. However, facilities audited for HACCP and APPI by third-party firms will not be audited, as long as the third-party certification remains active.

Reviews/Audits of Submitted Forms:

AFIA has contracted with FCI to provide on-site audits of each facility. Following submission of the required application form, the FCI administrator will review the form submitted and any additional clarifying information or new questions, and once answers are received, this package constitutes the basis for a final in-house certification review decision. Facilities agree to third-party, random audits of the information submitted. Each facility is to commit to a four-year certification process.

Applicability:

AFIA expects FCI agents to use the same due diligence and integrity in inspecting facilities that has become the hallmark of FCI inspections. FCI agents may make recommendations, but this is an AFIA program and certification can only be granted by AFIA. FCI agents are empowered to be the "eyes and ears" of AFIA, but they should report deficiencies to AFIA during the audit inspection.