



# Specifications

## FSKN 7

# GFSI Basic Level

- The organisation shall ensure that specifications are adequate, accurate and shall ensure compliance with relevant food safety and legislative requirements.

# Criteria

- The reason for specifications
- Content and format
- Legal and customer requirements
- Control of specifications



# The Reason for Specifications

## Definition

- A document that specifies, ideally in a **complete, precise and verifiable** manner, the **requirements, design**, behaviour, or **other characteristics** of a component or system, and, often, the procedures for determining whether these provisions have been satisfied.
- A document that **explicitly states essential technical attributes/requirements** for a product and procedures to determine that the product's performance meets its requirements/attributes.



# The Reason for Specifications

- Contractual agreement between you and your suppliers
- Contractual agreement between you and your customers
- Confirms understanding
- Provides clarity and transparency between partners
- Provides protection
- Forms part of a legal defence system

# Content and Format



- Format will be highly variable and is dictated by your requirements and customer requirements
- Specifications for
  - Raw materials
  - Ingredients
  - Additives
  - Packaging
  - Rework
  - Finished Product

# Content and Format



## International Standards

- Codex standards
- Industry hygiene codes of practice
- International quality standards

# Content and Format

## Minimum content

- General product information- name of product, size of product
- General supplier information- name of company, production site details, date of specification issue and other information
- Food safety legal requirements for country of production - compositional, process, microbiological and quantity
- Food safety legal requirements for the country of sale - compositional, process, microbiological and quantity
- Quality standards/attributes





# Comprehensive Finished Product Specifications

- Product Details
- Formulation
- Raw material
- Nutritional Data
- Dietary Statements
- Labelling Information
- Packaging
- Finished Product Standards
- Process
- Control Procedures
- Quantity control
- Foreign Body/ Pest Control
- Product Storage
- Legislative/COP



# Legal and Customer Requirements

- Always check and review legal requirements by obtaining the actual legislation from official websites or hardcopy from official sources
- Legislative requirements will change significantly over a period of time
- Seek advice from reliable sources e.g. country's embassy, Government websites
- Consider packaging as part of the specification as this has its own legal requirements
- Work with your customer on their own finished product specification and confirm and clarify the requirements before completion



# Control of Specifications

- Specifications shall always be concise, accurate and explicit
- With respect to the specification from your suppliers you should specify the information and data to be provided
- With respect to specification issued by your customers you should ensure the information provided is accurate and can be consistently achieved



# Control of Specifications

- You shall ensure that product supplied meets the agreed specification and systems must reflect this
- Specifications should be regularly reviewed for changes
- Specifications are 'working documents'



# QUESTIONS?



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