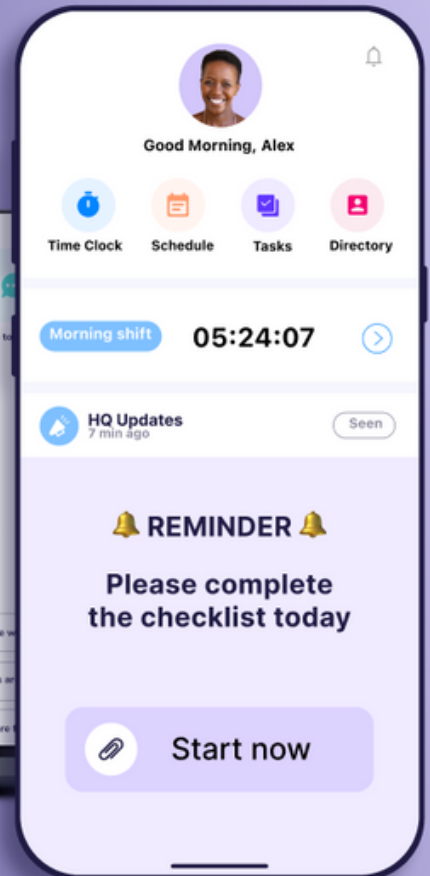


# BRC Audit Checklist

Use our BRC audit checklist template as a starting point to customize yours to fit your business.



Achieving BRC certification demonstrates your commitment to food safety excellence.

This comprehensive checklist guides you through the key clauses of the BRC Global Standard for Food Safety, helping you prepare for and confidently approach your next audit.

Remember, proactive assessment and continuous improvement are crucial to exceeding expectations and solidifying your position as a leader in food safety.

**Instructions:**

- Tailor the checklist to your specific operation and product categories.
- Assign relevant personnel to different sections based on their expertise.
- Utilize "Yes/No" answers and additional comments for a detailed evaluation.
- Review and update the checklist regularly to reflect changes in regulations and best practices.

## BRC Audit Checklist

### Clause 1: Senior Management Commitment

Statement	Yes/No	Comments
Does senior management demonstrate commitment to food safety through active participation and investment?		
Is a documented food safety policy in place, aligned with the BRC Standard?		
Are measurable food safety objectives and targets established and monitored?		

### Clause 2: The Food Safety Plan: HACCP

Statement	Yes/No	Comments
Is a comprehensive HACCP plan implemented, covering all stages of production and food chain?		
Are identified hazards assessed for severity and likelihood of occurrence?		

Are effective Critical Control Points (CCPs) established for each hazard?		
Are critical limits clearly defined and monitored for each CCP?		
Are corrective actions documented and readily implemented when deviations occur?		

### Clause 3: Food Safety and Quality Management System

Statement	Yes/No	Comments
Is a documented food safety management system in place, covering all relevant processes?		
Are documented procedures implemented for risk assessments, product traceability, and incident management?		
Are internal audits conducted regularly to assess system effectiveness and identify improvement opportunities?		

### Clause 4: Site Standards

Statement	Yes/No	Comments
Is the facility clean, well-maintained, and designed for hygienic food production?		
Are adequate pest control measures implemented to prevent contamination?		
Are water supply and waste disposal systems maintained to meet required standards?		

## Clause 5: Product Control

Statement	Yes/No	Comments
Are raw materials sourced from approved suppliers with documented specifications?		
Are product specifications established and regularly reviewed for accuracy?		
Are effective allergen control measures implemented to prevent cross-contamination?		
Are finished products stored and labelled in accordance with regulations and best practices?		

## Clause 6: Process Control

Statement	Yes/No	Comments
Are documented procedures in place for all production and handling processes?		
Are process parameters defined and monitored to ensure product safety and quality?		
Are critical equipment calibrated and maintained at optimal performance levels?		
Are personnel trained and competent in their assigned tasks and hygiene practices?		

## Clause 7: Personnel

Statement	Yes/No	Comments
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Are personnel trained on food safety principles, HACCP, and relevant procedures?		
Is hygiene training conducted regularly, emphasizing proper handwashing and sanitation practices?		
Do personnel wear appropriate protective clothing and adhere to personal hygiene requirements?		
Is a system in place for reporting food safety concerns and potential hazards?		

### Clause 8: Production Risk Zones

Statement	Yes/No	Comments
Are specific control measures implemented for high-risk zones such as raw materials handling and packaging?		
Is the flow of materials and personnel managed to prevent cross-contamination between product types?		
Is the environment within high-risk zones monitored and controlled to meet established parameters?		

### Clause 9: Traded Products

Statement	Yes/No	Comments
Are procedures in place for purchasing, inspecting, and storing purchased products?		
Are specifications and quality control processes for purchased products documented and implemented?		

Do purchased products comply with relevant food safety regulations and standards?		
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Additional Observations:

- Overall impression of food safety culture and awareness within the organization.
- Effectiveness of corrective action procedures and incident management systems.
- Level of documentation and record-keeping related to food safety activities.

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