

**Food Safety Application**

**HACCP | GMP |GAP**



ISO Certification Body

K2A Management Co., Ltd



**NOTE:** Before we can prepare a written estimate of costs we need certain information about your organisation and staff, so if you will please complete the application form and return it through email. We will then submit a quotation tailored exactly to your situation. All information supplied will be treated with strict confidence.

Your application does not commit you to using our services in any way, and no application fee will be charged.

**K2A MANAGEMENT CERTIFICATION**

**APPLICATION**

HACCP | GMP | GAP |

FOOD SAFETY MANAGEMENT SYSTEMS

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Section A:** | | | | | | | |
| Please state which certification standard do your require? | | | | | | | |
| GMP 🞎 | GAP 🞎 | HACCP🞎 | | | | | | | |
| **Section B: Company Details** | | | | | | | |
| Company Name | | |  | | | | |
| Address | | |  | | | | |
| Post Code | | |  | Tel. No |  | Fax. |  |
| Contact Name | | |  | Tel. No |  | Mobile |  |
| Name of Owner/ Director | | |  | Tel.No |  | Mobile |  |
| Company Email: | | |  | Contact Person Email: | |  | |
| Company Registration No: | | |  | Company VAT No: | |  | |
| Branches/ Site Details | | | | | | | |
| 1. |  | | | | | | |
| 2. |  | | | | | | |
| 3. |  | | | | | | |
| 4. |  | | | | | | |
| 5 |  | | | | | | |
| 6 |  | | | | | | |
| 7 |  | | | | | | |
| **Note:** | IF YOUR COMPANY REQUIRES CERTIFICATION OF MORE THAN ONE SITE, THE INFORMATION PROVIDED IN THIS SECTION IS REQUIRED ON A SITE-BY-SITE BASIS. PLEASE ENSURE THAT THE ADDRESS AND TELEPHONE DETAILS FOR EACH SITE ARE INCLUDED, (Use annex if required)) | | | | | | |
| **PRODUCTS AND SERVICES (please detail the products you produce and the services you provide)** | | | | | | | |
|  | | | | | | | |
| **Section C: SCOPE**  (Please note that this description will be the Certification scope shown on the certificate of approval issued by ISB-K2A Certification, please specify different scopes for GMP. GAP. HACCP, if applicable) | | | | | | | |
|  | | | | | | | |
| **Section D: Number of Employees** | | | | | | | |
| Top Management | |  | | | | | |
| Administration | |  | | | | | |
| Process | |  | | | | | |
| Maintenance | |  | | | | | |
| Sales | |  | | | | | |
| Logistics and Warehousing | |  | | | | | |
| Sub-Contracted | |  | | | | | |
| Workers | |  | | | | | |
| **TOATL** | |  | | | | | |

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| --- | --- | --- | --- | --- | --- | --- |
| **Section E: Shift Details** | | | | | | |
| No of Shifts operated | |  |  | | | |
| Staff Per Shift | |  |  | | | |
| No of Locations shifts operated | |  | Workers per Shift |  |  | |
| Shift Timings | | Day |  | Night |  | |
| **Incoming Materials: ( Use a separate sheet if Below columns are not sufficient)** | | | | | | |
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |
| **Section F: Process** | | | | | | |
|  | | | | | | |
| Specific Activities | | | | | | |
| 🞎 | Number of product types | | | | |  |
| 🞎 | Number of Products | | | | |  |
| 🞎 | Number of production lines | | | | |  |
| 🞎 | Number of buildings | | | | |  |
| 🞎 | Number of warehouses | | | | |  |
| 🞎 | In house laboratory | | | | |  |
| 🞎 | Logistic & transport (not outsourced) own Transport system | | | | |  |
| 🞎 | Logistic & transport ( outsourced) | | | | |  |
| 🞎 | External warehouse (under direct responsibility of your factory) | | | | |  |
| 🞎 | Product development and development team | | | | |  |
| 🞎 | Staff speaking in more than on language (if requiring interpreter for this audit) | | | | |  |
| 🞎 | multi languages speaking people are available other than English includes , German, Chinese, French, Khmer | | | | |  |
| **Section G:** | | | | | | |
| **G-1 The number and type of HACCP study**  A HACCP study corresponds to a hazard analysis for a family of products/services with similar hazards and similar production technology and, where relevant, similar storage technology.  Example; if a factory is producing liquid food (pasteurized and packed aseptic) and solid food (other process type), the factory has two HACCP studies. Another example is production of two not-related products (e.g. ice cream and cheese). | | | | | | |
| HACCP Study-1 |  | | | | |  |
| HACCP Study-2 |  | | | | |  |
| HACCP Study-3 |  | | | | |  |
| HACCP Study-4 |  | | | | |  |

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| **G-2 HAZARD ANALYSIS AND CRITICAL CONTROL POINT ASPECTS (CCP’s ) & Prerequisite programme (PRP’s)**  **(Please list the principal FSMS aspects/hazards/risks of your activities)** | |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| **G-3 CONSENTS, LICENCES, PERMITS, AUTHORISATIONS, AGREEMENTS, CODES OF PRACTICE, ETC. (please list)** | |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |

|  |  |  |
| --- | --- | --- |
| **Section H: Legal and Regulatory Requirements** | | |
| 1 |  | |
| 2 |  | |
| 3 |  | |
| 4 |  | |
| 5 |  | |
| **Section I:** | | |
| Application Contact Person | |  |
| Designation | |  |
| Email : | |  |
| Mobile : | |  |
| Telegram/ WhatsApp | |  |
| Special instruction ( If Any) | |  |

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| --- |
| **For Official Use** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Application Number |  | | Approval Date | |  | | |
| Food Code allotted |  | | Approved by: | |  | | |
| Scope |  | | | | | | |
| Audit Man Days | Stage-1 |  | Stage-2 |  | | Annual Surveillance |  |