

An internal audit or review is a systematic review of what you have in place. This review is done by qualified people within your food hub. You will use it to take a closer look at your processes and be better enabled for audit(s).

Evaluate & Assess

Review what you have already in place to meet the requirements of your food hub buyers (and customers) and in terms of where you are with quality, safety and traceability management.

Example: written policies, programs, procedures, records, monitoring (testing), verification, etc.

Identify Requirements

Do you meet these requirements or is there something absent or missing? What are the gaps? How will you fill them? You want to ensure that your records match what you are actually doing in your operation. A regularly scheduled review is vital to validate that they do match.

Action Steps

Plan to Address: if you have identified any missing requirements plan to address these gaps and put into action steps.

Implement

Integrate and implement the changes required into your operational systems.

Check

Continuous improvement cycle: reassess regularly and continually improve. Be prepared for the external audits if required.

