IFS Logistics

IFS Logistics v3 and v2.3 Checklists Comparison

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ENGLISH

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IFS Logistics v3 checklist compared with IFS Logistics v2.3 checklist
Words in italic are the new words added in the requirements.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
1	**Governance & commitment**	**1**	**Senior management responsibility**
1.1	**Policy**	**1.1**	**Corporate policy / Corporate principles**
1.1.1*	The senior management shall develop, implement and maintain a corporate policy, which shall include, at a minimum: • product safety and ***product quality*** • customer focus • ***product safety culture*** • sustainability This corporate policy shall be communicated to all employees and shall be broken down into specific objectives for the relevant departments. ***Objectives about product safety culture shall include, at a minimum, communication about product safety policies and responsibilities, training, employee feedback on product safety related issues and performance measurement.***	1.1.1	The senior management shall draw up and implement a clear corporate policy. This shall consider as a minimum: • product safety • customer focus • environmental responsibility • sustainability • personnel responsibility. The corporate policy shall be communicated to all employees.
	Merged in 1.1.1	1.1.2	The content of the corporate policy shall have been broken down into measurable objectives (quality and product safety).
1.2	**Corporate structure**	**1.2**	**Corporate structure**
	Merged in 1.2.2	1.2.1	An organisation chart shall be available showing the structure of the company. The organisation chart shall include, if applicable, the associated operating facilities (e.g. independent central warehouse(s), satellite depots and other locations where logistics activities are carried out).
1.2.1* KO N°1	***The senior management shall ensure that employees are aware of their responsibilities related to product safety and product quality and that mechanisms are implemented to monitor the effectiveness of their operation.***		***NEW***

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
1.2.2*	The department responsible for product safety and quality management and/or the IFS Logistics representative shall have a direct reporting relationship to the senior management. ***An organisational chart, showing the structure of the company, shall be documented and maintained.***	1.2.2	The department responsible for quality and product safety management and/or the IFS Logistics representative shall have a direct reporting relationship to the senior management.
	DELETED	1.2.3	The company shall assign responsibility for external communications (crisis management, authorities and communication with media) to a specific responsible person or persons.
	Merged in 3.1.1	1.2.4	Competences and responsibilities, including deputation of responsibility shall be clearly laid down.
	Merged in 1.2.1	1.2.5	The senior management shall ensure that employees are aware of their responsibilities related to product safety and quality. This shall be reviewed at least annually.
1.2.3	The senior management shall ***maintain*** a system to ensure that it is kept informed of all relevant legislation, ***scientific and technical developments, industry codes of practice, product safety and product quality issues, and that they are aware of factors that can influence product defence and product fraud risks.*** The legal requirements shall be implemented by the respective department(s).	1.2.6	The company shall have a system in place to ensure that it is kept informed of all relevant and current legislation. The legal requirements shall be implemented by the respective department(s).

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
1.2.4*	***The senior management shall ensure that the certification body is informed of any changes that may affect the company's ability to conform to the certification requirements. This shall include, at a minimum:*** • ***any legal entity name change,*** • ***any site location change*** ***For the following specific situations:*** • ***any product recall /withdrawal caused by the logistics company owning the product*** • ***any visit from authorities which results in mandatory action connected to product safety, and/or product fraud*** ***the certification body shall be informed within three (3) working days.***		***NEW***
	Merged in 1.1.1	1.2.7 KO N°1	Senior management shall be responsible for the corporate policy and objectives. The necessary resources and investments to ensure the product safety, legality and quality according to client agreements and specifications shall be provided.
	DELETED	**1.3**	**Customer focus**
	Merged in 4.1.1	1.3.1	A documented procedure shall be in place to identify fundamental needs and expectations of customers.
	Merged in 4.1.2	1.3.2	The records of this procedure shall be evaluated and considered to determine quality and product safety objectives.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
1.3	**Management review**	**1.4**	**Management review**
1.3.1*	The senior management shall ensure that the product safety and quality management system is reviewed. This activity shall be planned within a ***12-month period and its execution shall not exceed 15 months***. Such reviews shall include, at a minimum: • a review of objectives and policies, including elements of product safety culture • results of audits ***and site inspections*** • ***positive and negative*** customer feedback • process compliance • ***product fraud assessment outcome*** • ***product defence assessment outcome*** • compliance issues • status of corrections and corrective actions • ***notifications from authorities***	1.4.1	Senior management shall ensure that the quality and product safety management system is reviewed at least annually, or more frequently, if changes occur. Such reviews shall contain, as a minimum: • results of audits • customer feedbacks • status of preventative and corrective actions • quality and product safety policy and objectives • follow up actions from previous management reviews • changes that could affect the product safety and quality management system and • recommendations for improvement.
1.3.2	The senior management shall identify and review (e.g. by internal audits or on-site inspection) the infrastructure ***and work environment*** necessary to ensure product requirements, ***at least once within a 12-month period***, or whenever significant changes occur. This shall include, at a minimum: • buildings • storerooms / storage areas • machines and equipment • transport (e.g. vehicles, units, containers) • ***environmental conditions*** • ***for food scopes: the workplace design including hygienic conditions where the processes require a higher hygiene control*** Based on risks, the results of the review shall be considered for investment planning.	1.4.2	The company shall identify and review regularly, but at least annually, the infrastructure needed to achieve conformity with product requirements (e.g. by internal audits or on-site inspection). This review shall include, e.g.: • buildings, • storerooms / storage areas • storage facilities • machines and equipment • transport vehicles • transport units • transport containers. The results of the review shall be considered, with due consideration to risk, for investment planning.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
	Merged in 1.3.2	1.4.3	The company shall identify and review regularly, but at least annually, the work environment needed to achieve conformity with product requirements (e.g. by internal audits or on-site inspection). This review shall include as a minimum: • staff facilities • safety and security at work • hygienic conditions. The results of the review shall be considered, with due consideration to risk, for investment planning.
2	**Product safety and quality management system**	**2**	**Quality and product safety management system**
2.1	**Quality management**	**2.1**	**Product safety management**
2.1.1	**Document management**	**2.4**	**Documentation requirements**
2.1.1.1	***A procedure shall be documented, implemented and maintained for the control of documents and their amendments. The latest version of all documents which are necessary for compliance with product safety, product quality requirements shall be available. The reason for any amendments to documents, critical to those requirements, shall be recorded.***		***NEW***
2.1.1.2	The product safety and quality management system shall be documented, implemented and maintained and shall be kept in a secure location. This applies to both physical and/or digital ***documented*** systems.	2.4.1	The system for product safety and quality management shall be documented, implemented and shall be retained in one location (safety and quality manual or electronic documented system). The reason for any amendments to documents critical for the product requirements shall be recorded.
2.1.1.3	All documents shall be ***legible, unambiguous and comprehensive***. They shall be available to the relevant personnel at all times	2.4.2	All necessary documents shall be available in their latest version. They shall be appropriately authorized and available to relevant personnel at all times. The documentation can be retained on hard copy or electronically. With respect to IT-based documentation, this shall be traceable to an authorizing signatory.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
2.1.2	Records and ***documented information***	**2.5**	**Record keeping**
2.1.2.1	Records and documented information shall be ***legible, properly*** completed and ***genuine***. They shall be maintained in a way that subsequent manipulation or amendment is prohibited. If records are documented electronically, a system shall be maintained to ensure that only authorised personnel has access to create or amend those records (e.g. password protection).	2.5.1 & 2.4.2	All relevant records, necessary for the product requirements shall be complete, detailed and maintained and shall be available on request.
	Merged in 2.1.1.3 & 2.1.2.1	2.5.2	Records shall be legible and genuine. Any amendments to records shall only be carried out by authorized persons. If monitoring records are documented electronically, a system shall be in place to ensure that only authorized personnel have access to produce or amend these records (e.g. by the use of a password).
2.1.2.2*	All records and documented information shall be kept in accordance with legal and customer requirements. ***If no such requirements are defined, records and documented information shall be kept for a minimum of one year for non-food products and for a minimum of one year after the shelf life for food products. All records and documented information shall be securely stored and easily accessible.***	2.5.3	All records shall be kept in accordance with legal requirements and at least for one year. Record keeping shall be based on a hazard analysis and associated risks. The records shall be securely stored and easily accessible.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
2.2	**Product safety management**	**2.1**	**Product safety management**
2.2.1	***Hazard analysis and risk assessment system***		
2.2.1.1* KO N° 2	The basis of the company's product safety management system shall be a fully implemented, systematic, comprehensive and ***documented*** risk management system. The product safety management system shall ***be based on items such as e.g: scientific literature or expert advice obtained from other sources, good practices (e.g. good hygiene practices) and any legal requirements of the destination countries which may go beyond such principles.*** ***For food scopes***: a HACCP system shall be based upon the Codex Alimentarius principles. ***The product safety management system shall be*** applicable to the site ***and implemented at the site.***	2.1.1 KO N° 2	The basis of the company's product safety control system shall be a fully implemented, systematic and comprehensive risk management and/ or HACCP system. For food, an HACCP system shall be used and be based upon the Codex Alimentarius principles.
2.2.1.2	The product safety management system shall cover all product groups, ***packaging materials in contact with food (if applicable)***, all process steps of logistics services at the certified site including ***decentralised structures, if applicable.***	2.1.2	The risk management or HACCP system shall cover all product groups as well as every processes from goods receiving to dispatch and delivery.
	DELETED	2.1.3	The risk management/ HACCP system shall describe the differentiation between logistical handling of unpackaged and packed products and between temperature controlled and ambient stable products. The company's own control system shall comply in relation to existing product risk.
2.2.2	**Hazard analysis and risk assessment team**	**2.2**	**Assemble risk management / HACCP team**
2.2.2.1	The product safety management team shall be a multidisciplinary team with appropriate specific knowledge and expertise of activities across the whole facility. The team shall have strong senior management support.	2.2.1	The company shall have a risk management team or HACCP team, which is multidisciplinary. The team shall have strong senior management support and members of the team shall have detailed knowledge of activities across the whole facility.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
2.2.2.2	***Those responsible for the development and maintenance of the product safety management system shall have received appropriate training in the application of the hazard analysis and risk assessment/ HACCP principles and specific knowledge of the logistics services and product scopes. A team leader shall be designated.***		***NEW***
	Merged in 2.2.2.2	2.2.2	The team leader shall be fully conversant in risk management and/ or HACCP principles and their application. The team leader shall be able to demonstrate that he/ she can identify, control and manage product safety hazards. Where there is deficiency regarding competency within the company, external expert advice shall be obtained.
2.2.3	***Hazard analysis and risk assessment***	**2.3**	**Risk management/ HACCP management**
	Merged in 2.2.2.2	2.3.1	The company shall clearly identify the scope of its responsibilities in the transport and logistics chain. The risk management/HACCP management shall be based on this scope.
2.2.3.1	***Describe the logistics services*** A full description of logistics services shall be available for all product scopes and shall include relevant information concerning product safety, e.g. handling, storage, transport, delivery means and respective conditions.	2.3.2	Complete descriptions of services shall be available for all product groups and shall include relevant information concerning product safety, e.g. handling, storage, transport, delivery means and respective conditions.
2.2.3.2	***Construct flow diagram*** A flow diagram shall be documented and maintained for all logistics services including any partly outsourced logistics processing services and decentralised structures, if applicable. ***The flow diagram shall determine every step and identify each CCP (if determined) and include at minimum a reference to other control measures. It shall be dated and in the event of any changes, shall be updated.***	2.3.3	A current version of the flow diagram shall be available for logistical and product specific services. In the event of any changes, the flow diagram shall be updated.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
2.2.3.3	***Conduct a hazard analysis and risk assessment for each step.*** A hazard analysis shall be conducted for all possible and reasonably expected physical, chemical (including radiological and allergens) and biological hazards. ***The analysis shall consider the likely occurrence of hazards and the severity of their adverse health effects. Consideration shall be given to the specific control measures that shall be applied to control each significant hazard.***	2.3.4	A hazard analysis shall be undertaken to evaluate all physical, chemical and biological hazards, including allergens, that may reasonably be expected to occur.
	Merged in 2.2.3.3	2.3.5	The hazard analysis shall consider the likely occurrence of hazards and severity of their adverse health effects. Where risk classification is used, a hazard analysis with risk assessment shall be documented for each risk class.
2.2.3.4	***Determine critical control points (CCP) and other control measures*** The determination of whether the step at which a control measure is applied is a CCP in the product safety management system ***shall be facilitated by the application of a decision tree or other tool(s), which demonstrate a logical reasoned approach.***	2.3.6	For all steps/ processes that demand a specific control to ensure product safety, the company shall implement, maintain and document specific control measures (for food e.g. determination of CP/CCP).
2.2.3.5*	***Establish validated critical limits for each critical control point (CCP)*** For each ***CCP***, critical limits shall be defined and validated to identify when a process is out of control.	2.3.7	For the specific control measures, the appropriate critical limits shall be defined (e.g. determination of critical limits for each CP/CCP).

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
2.2.3.6* KO N°3	***Establish a monitoring system for each critical control point (CCP)*** Specific monitoring procedures in terms of method, frequency of measurement or observation, and recording of results, shall be documented, ***implemented and maintained*** for each CCP to detect any loss of control at that CCP. Each defined CCP shall be under control. ***Monitoring and control of each CCP shall be demonstrated by records. Records of CCP monitoring shall be verified by a responsible person within the company and maintained for a relevant period.***	2.3.8	Where risks need specific control to ensure product safety, a monitoring system for each CCP shall be implemented with clear critical limits and documentation system in place, in the event of loss of control.
2.2.3.7	***Control measures other than those defined as CCPs shall be monitored, recorded and controlled by measurable or observable criteria.***		***NEW***
2.2.3.8	***Establish corrective actions*** In the event that monitoring indicates that a particular ***control measure*** defined for a CCP or other control measure is not under control, corrective actions shall be ***documented and implemented***. Such corrective actions shall also take any action relating to non-conforming products into account and ***identify the root cause*** for the loss of control of CCPs.	2.3.9	In the event the monitoring of control points indicates that a critical limit is not under control (e.g. CP/ CCP), appropriate corrective actions shall be defined, taken and documented. Such corrective actions shall also take into account the control of any non-conforming products.
2.2.3.9	***For food scopes: Validate the HACCP plan*** ***Procedures of validation, including revalidation after any modification that can impact food safety, shall be documented, implemented and maintained to ensure that the HACCP plan is suitable for effectively controlling the identified hazards.***		***NEW***

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
2.2.3.10*	***Establish verification procedures*** Procedures of verification shall ***be documented, implemented and maintained*** to confirm that the product safety management system is ***working correctly***. Verification activities of the product safety management system shall be performed at least once within a ***12-month period or whenever significant changes occur***. These include ***for example***: • internal audits • ***deviations and non- conformities*** • complaints The results of this verification shall be recorded and incorporated into the product safety management system.	2.3.10	Procedures of verification shall be established to confirm that the risk management/ HACCP system is effective. Verification of the system shall be performed at least annually. Examples of verification activities include, e.g.: • internal audits • evaluations • evaluation of complaints. The results of this verification shall be incorporated into the risk management/ HACCP system and shall be communicated to and reviewed by the senior management.
	DELETED	2.3.11	Documentation shall be available, covering relevant processes, procedures, measures and records. Documentation and record keeping shall be appropriate in relation to the nature and size of the company.
3	**Resource management**	**3**	**Resource management**
3.1	**Human resources**		***NEW***
3.1.1	Competences and responsibilities, including delegation of responsibility shall be clearly laid down. ***Assignment of key roles shall be defined.***	1.2.4	Competences and responsibilities, including deputation of responsibility shall be clearly laid down.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
3.2	**Personnel hygiene**	**3.2**	**Personnel hygiene**
3.2.1	***Risk-based requirements*** relating to personal hygiene shall be ***documented, implemented and maintained*** and shall include, at a minimum of the following areas: • ***hair and beards*** • protective clothing ***(including conditions of use in staff facilities)*** • hand washing, disinfection ***and hygiene*** • eating and drinking, smoking/ ***vaping or other use of tobacco*** • actions to be taken in case of cuts or skin abrasions. • ***jewellery, personal belongings (including personal medication),*** • ***notification of infectious diseases and conditions impacting product safety via a medical screening procedure.***	3.2.1	There shall be documented requirements relating to personnel hygiene, and where appropriate, the control of infection. These shall include, as a minimum: • hand washing and disinfection • eating and drinking • smoking • actions to be taken in case of cuts or skin abrasions. The requirements shall be based on hazard analysis and assessment of associated risks in relation to product and process.
3.2.2	The requirements for personal hygiene shall be ***understood*** and applied by all relevant personnel, contractors and visitors. Compliance with the personal hygiene requirements shall be ***checked on a risk-based frequency.***	3.2.2	The requirements for personnel hygiene shall be in place and applied by all relevant personnel, contractors and visitors. Compliance with the requirements shall be monitored and recorded.
3.2.3	The protective clothing for employees and visitors shall be appropriate, depending on the logistics services.	3.2.3	The protective clothing for employees and visitors shall be appropriate, dependent on the product and process requirements.
3.2.4	All protective clothing shall be thoroughly and regularly laundered, by approved contractors or by employees. ***This decision shall be documented and based on risks.***	3.2.4	All protective clothing shall be thoroughly and regularly laundered. Hazard analysis and assessment of associated risks, together with consideration given to the processes and products of the company shall determine if clothing shall be washed by a contract laundry, on site laundry or by the employee.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
3.3	**Training and instruction**	**3.1**	**Personnel training/ information**
3.3.1*	Documented training and/or instruction programs shall be implemented, ***with respect to the training needs of the employees based on their position*** and shall include: • training contents • training frequency • employee's task • languages • qualified trainer/tutor • ***evaluation of the effectiveness of the training.*** ***The realisation of a training and/or instruction program shall be based upon a training plan.***	3.1.1	The company shall implement documented training and/ or instruction programs. The training programs records shall include: • training contents, • training frequency (concerning food safety/ hygiene at least once per year, for non-food once every two years is sufficient), • employee's task • list of participants • languages • qualified trainer/ tutor • evaluation methodology (measurement of the effectiveness of the training and the training program). Before commencing work, basic product safety training shall take place.
3.3.2	The documented training and/ or instruction programs shall apply to all personnel, including seasonal and temporary workers, employed in the respective work area. They shall be trained/instructed in accordance with the documented training/instruction programs upon employment and before commencing work.	3.1.2 & 3.1.1	The documented training programs and/ or instruction shall apply to all personnel, including seasonal and temporary workers, employed in the respective work area.
3.4	**Staff facilities**	**3.3**	**Sanitary facilities, equipment for personnel hygiene and staff facilities**
3.4.1	***Adequate*** staff facilities shall be provided and shall be proportional in size and equipped for the number of personnel and designed and operated ***so to minimise product safety risks***. Such facilities shall be maintained in a clean way to prevent contamination.	3.3.1	The company shall provide staff facilities, which shall be proportional in size and equipped for the number of personnel. Such facilities shall be kept in clean and good condition to minimize product safety risks.
	Merged in 3.4.3	3.3.2	Adequate hand washing facilities shall be provided in the storage area and/ or the associated sanitary areas, based upon a hazard analysis and assessment of associated risks.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
3.4.2	Hand hygiene facilities shall provide: • running potable water at an adequate temperature • ***adequate cleaning equipment*** • adequate means for hand drying. ***For food scopes: Where the activities require higher level of hygiene control handling, a hand hygiene station shall be located near the point of entry to handling areas.***	3.3.3	Hand washing facilities shall provide as a minimum: • running potable water at an appropriate temperature, • liquid soap, • appropriate equipment for hand drying.
3.4.3	Where the activities require a ***higher hygiene control handling, the hand equipment shall provide in addition:*** • hand contact-free fittings, • hand disinfection, • waste container with hands-free opening.	3.3.4	Where highly perishable, unpackaged food products or sensitive products are handled, the following additional requirements regarding hand washing/ hygiene shall also be provided: • hand contact-free fittings • hand disinfection • adequate hygiene equipment's • signs requesting hand washing • waste container with hand contact-free opening.
4	**Realisation of the logistics services**	**4**	**Realisation of the service**
	DELETED	**4.1**	**General requirements for storage and transport**
4.1	***Customer focus* and contract agreement**	**4.1.1**	**Contract review and communication**
4.1.1	***A procedure shall be implemented and maintained to identify the fundamental needs and expectations of customers. The feedback from this process shall be used as input for the company's continuous improvement.***		***NEW***
4.1.2*	The requirement defines that ***contract/ customer agreements*** shall exist between the contract partners and shall be established ***(e.g. via specification)***, agreed on and reviewed concerning their acceptability and legality before the supply agreement is concluded. All requirements related to product safety and quality in agreement with customers, ***and any revision of these clauses***, shall be communicated to ***and implemented*** by each relevant department.	4.1.1.1	The requirements and /or specifications which are defined between the contract partners shall be established, reviewed with regard to their acceptability and agreed upon before a supply agreement is concluded. All clauses related to quality and product safety shall be known and communicated to each relevant department.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.1.3* KO N°4	***Customer agreements related to the following shall be complied with:*** • ***product selection*** • ***process and technological requirements*** • ***logistics services (when they have an impact on product safety and quality)*** • ***packaging*** • ***other specific customer requirements that have an impact on product safety and quality***		***NEW***
4.1.4	***A procedure to control the creation, approval and amendment of a*** contractual agreement shall be documented, ***implemented and maintained.*** ***The procedure shall be reviewed and updated, whenever significant changes occur. This shall include, at a minimum:*** • changes to existing contractual agreements • compliance of agreed logistics services (e.g. punctuality of delivery) If compliance of the agreed services is not possible the customer shall be informed promptly.	4.1.1.2	Changes of existing contractual agreements shall be documented and communicated between the contract partners.
	Merged in 4.1.4	4.1.1.3	If compliance to the agreed services is not possible (e.g. punctuality of delivery), the customer shall be informed promptly.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.2	***Performance* of suppliers and service providers**	**4.1.2**	**Suppliers and service providers**
4.2.1	**Approval and monitoring (supplier management)**		
4.2.1.1*	A procedure for the approval and monitoring of suppliers ***which are critical for the logistics service*** (internal and external) including service providers shall be ***developed, implemented and maintained.*** This procedure ***shall contain, at a minimum:*** • required performance standards (e.g. certification etc.) • ***exceptional situations (e.g. emergency use)*** ***and additional criteria based on risks, for example:*** • audits p***erformed by an experienced and competent person*** • ***supplier reliability,*** • certificates of compliance • complaints	4.1.2.1	There shall be a procedure for approval and monitoring of suppliers (internal and external) and service providers. The monitoring procedure shall include risk-based assessment criteria such as supplier reliability, complaints, audits, certificates of compliance as well as required performance standards.
4.2.1.2	The supplier assessments shall be reviewed at least once ***within a 12-month period*** or whenever significant changes occur. Records of the reviews and the consequential actions of the assessment ***shall be documented.***	4.1.2.2	The results of supplier's assessments shall be reviewed regularly, but at least annually. There shall be records of the reviews and of the actions taken as a consequence of assessment.
	DELETED	4.1.2.3	A current list of approved suppliers and service providers shall be available to the personnel responsible for the management of service providers and suppliers.
4.2.2	**Storage service providers**	**4.2.6**	**Storage service providers**
4.2.2.1	Where a company hires a third-party storage service provider, the service provider shall be certified to IFS Logistics ***or any other equivalent standard (for example: GFSI recognised certification standard covering the respective scope of activity). If not, all relevant requirements equivalent to the company's own storage practices shall be fulfilled*** and this shall be defined in the respective contract.	4.2.6.1	Where a company employs a third-party storage service provider, all the requirements specified within section 4.1, 4.2 and 5.3 shall be clearly defined in the respective contract or the service provider shall be certified according to IFS Logistics requirements.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.2.2.2	The employees of the third-party service provider shall understand and apply the personnel hygiene requirements of the company.	4.2.6.2	The employees of the service provider shall understand and apply the personnel hygiene requirements of the company.
4.2.3	**Transport service providers**	**4.3.2**	**Transport service providers**
4.2.3.1	Where a company hires a third-party transport service provider, the service provider shall be certified to IFS Logistics ***or any other equivalent standard (for example: GFSI recognised certification standard covering the respective scope of activity). If not, all relevant requirements equivalent to the company's own transport practices shall be fulfilled*** and this shall be defined in the respective contract.	4.3.2.1	Where a company uses a third-party transportservice provider on a regular basis, all the requirements specified within section 4.1, 4.3 and 5.3 shall be clearly defined in the respective contract or the service provider shall be certified according to IFS Logistics.
4.2.3.2	The drivers of the ***third-party*** service provider shall ***understand*** and apply the personnel hygiene requirements ***of the company***.	4.3.2.2	The drivers of the service provider shall know and apply the personnel hygiene requirements.
4.2.3.3	Where a company hires a third-party service provider on an irregular basis for the transport of packed products (spot market), the service provider shall be certified to IFS Logistics or any other equivalent standard ***(for example: GFSI recognised certification standard covering the respective scope of activity). If not, all relevant requirements specified below shall be fulfilled*** and this shall be defined and agreed in the respective contract: • the transport units and truck shall be clean • the service provider shall ensure the temperature of product is controlled • different products shall be clearly separated • there shall be absence of smells and other contamination ***(4.3.1)*** • requirement ***4.1.4*** shall be fulfilled • requirement ***5.4*** shall be fulfilled • requirements ***5.7*** shall be fulfilled. If the product is forwarded to another service provider, these defined requirements shall be met.	4.3.2.3	Where a company uses a third-party service provider on an irregular basis for the transport of packed products (spot market), the service provider shall be certified according to IFS Logistics or fulfill the following evidently and binding agreed requirements: • the transport units and truck shall be clean • the service provider shall ensure temperature of product is controlled • different products shall clearly separated • there shall be absence of smells and other contamination (4.1.3.1) • requirement 4.1.1.3 shall be fulfilled • requirement 5.3 shall be fulfilled • requirements 5.6 shall be fulfilled. If the product is forwarded to another service provider, these defined requirements shall be met.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.2.3.4	*Where a company hires a third-party service provider (parcel service providers for the transport of a packed product (spot market)), it shall be ensured that the integrity and safety of the product is not compromised during the whole journey and that the general terms and conditions of the parcel service provider are respected.* *Risk-based control measure shall be implemented, based on a "worst case scenario"*		*NEW* *Adapted from the Doctrine*
4.2.4	***Partly outsourced logistics processing services***		***NEW***
*4.2.4.1**	*In the case that part of the logistics processing service is outsourced this shall be documented in the product safety and quality management system and such processes shall be controlled to guarantee that product safety, product quality, legality and authenticity are not compromised. Control of such outsourced services shall be identified and documented. When required by the customer, evidence that they have been informed and have agreed to such outsourced services shall be provided.*		*NEW*
4.2.4.2	*An agreement shall be documented and implemented, covering the outsourced services and describing any arrangements made, including in-process controls and monitoring plan.*		*NEW*

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.2.4.3	***Service provider of the outsourced services shall be approved through:*** • ***certification to IFS Food or any other GFSI recognised food safety certification standard, or*** • ***certification to IFS Logistics or any other equivalent standard (for example: GFSI recognised certification standard covering the respective scope of activity), or*** • ***documented supplier audit, performed by an experienced and competent person, which shall include, at a minimum, requirements for product safety, quality, legality and authenticity.***		*NEW*
4.3	**Specific requirements for product handling**	**4.1.3**	**Specific requirements for material handling**
4.3.1*	Procedures to prevent any contamination during storage, transport, including loading and unloading (also cross-contamination caused by incompatible products in the same transport unit or storage room) ***shall be documented, implemented and maintained.*** Contamination by emissions, exhaust fumes, smells, foreign bodies, packaging materials and any other contaminants shall be avoided. ***Different categories of goods (food / non-food) shall be taken into consideration, if applicable.***	4.1.3.1	The company shall have a procedure to avoid any contamination (also cross-contamination caused by incompatible products in the same transport unit or storage room). A contamination by emissions, exhaust fumes, smell, foreign bodies, packaging material and any other contaminants shall be avoided.
4.3.2	Hoses, pumps, filters of tankers (tank-containers, etc.) shall be in good condition and protected from contamination during transport.	4.3.1.7	Hoses, pumps, filters of tankers (tank-containers, etc.) shall be in good condition and protected from contamination during transport.
4.3.3	If the customer requirements include the requirement for the absence of defined ingredients (e.g. GMO, allergens), measures shall be in place to prevent cross-contamination of ***open product (not covered or protected).***	4.1.3.2	If the customer requirements include the requirement for the absence of defined ingredients (e.g. GMO, allergens), measures shall be in place to prevent cross contamination of unpacked products.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.3.4	In areas where open product ***(not covered or protected)*** is handled, the presence of ***glass and/or brittle materials shall pose no risks to product safety.***	4.2.1.3	The company shall control the risk of glass contamination. In areas where open products are handled, lighting equipment shall be protected by the use of shatter proof lights and installed to minimize the risk of breakage.
4.3.5	Procedure(s) shall be ***documented, implemented and maintained*** describing the measures to be taken in case of glass breakage and/or brittle materials. Such measures shall include ***identifying the scope of goods to be isolated, specifying authorised personnel***, cleaning and if necessary, ***disinfection of the environment*** and releasing the area for continued process.	4.2.1.4	Procedure shall be in place describing the measures to be taken in case of breakage of glass and similar material. Such measures shall include: • cleaning methods • avoiding of contamination • product quarantine (blocking/hold) and releasing.
4.3.6	Specific demanded requirements regarding non-food product safety and/ or protection of the environment (e.g. packing of damageable non-food products like electronic devices) shall be met.	4.1.3.3	Specific demanded requirements regarding non-food product safety and/ or protection of the environment (e.g. packing of damageable non-food products like electronic devices) shall be met.
4.3.7*	***Where the logistics processing services of labelling applies the company shall ensure that the coded packing and labelling in use corresponds to the product being packed and complies with the customer agreement.*** ***This shall be regularly checked and documented.***		***NEW***
4.4	**Traceability**	**4.1.4**	**Traceability**
4.4.1*	A traceability system shall be ***documented***, implemented and maintained, that enables the identification of goods (incl. ***mass balance***/quantity) within the defined logistics supply chain ***(including decentralised structures, if applicable)*** at all times. Furthermore, this system shall enable clear identification of every person and/or logistics company from which the goods are received and to which customer the goods are delivered to.	4.1.4.1	A traceability system shall be in place and maintained, which is appropriate for the company and the products they handle.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
	Merged in 4.4.1	4.1.4.2	The system shall ensure that the goods (incl. quantity) are identifiable within the defined logistical supply chain at all time. Furthermore, this system shall enable clear identification of every person and/or logistics company from which they receive the goods and to which company the goods are delivered to.
4.4.2	An updated ***record*** shall be kept for all customers and quantity of the customer goods under their control. In the storage area ***(including decentralised structures, if applicable)***, the products shall be assigned to a customer.	4.1.4.3	The company shall keep an updated register of all customers and quantity of the customer goods under their control. In the storage area, the products shall be assigned to a customer.
4.4.3*	The traceability, including mass balance/quantity, shall be tested at least once within a ***12 -months period*** or whenever significant changes occur. Test results, including the timeframe for obtaining the information, shall be recorded and where necessary actions shall be taken. ***Timeframe objectives shall be in compliance with customer requirements if less than four (4) hours are required.***	4.1.4.4	The traceability system shall be tested on a regular basis, but at least annually and each time the traceability system changes. This test shall be performed in order to confirm the effectiveness of the traceability system and to, if necessary, improve it. Test results shall be recorded and corrective measures shall be implemented, if required.
4.5	**Product *fraud* and product defence**	**6**	**Product / food defense plan and external inspections**
4.5.1	***The responsibilities shall be defined for the product fraud vulnerability assessment and mitigation plan as well for the product defence.*** ***The responsible person(s) shall have the appropriate and specific knowledge.***		***NEW***
	Merged in 4.5.1	6.1.1	Responsibilities for product/ food defense shall be clearly defined. The person responsible for product/ food defense shall be part of key staff or shall have access to the top management team. Knowledge in this area shall be demonstrated by the responsible person.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.5.2*	A documented product fraud vulnerability assessment including assessment criteria, **shall be documented, implemented and maintained.** ***The scope of the assessment shall cover all goods, as well as all activities of the company and partly outsourced logistics processing services (if applicable) to determine the risks of fraudulent activity in relation to substitution, mislabelling, adulteration or counterfeiting.***	4.2.4.8	A hazard analysis and assessment of associated risks for possible food fraud is in place, which realistically can be expected within the process. Based on this, appropriate measures for risk mitigation shall be documented and implemented, if necessary.
4.5.3	A product fraud mitigation plan shall be documented, implemented and ***maintained, with reference to the vulnerability assessment. It shall also include testing and monitoring methods.***	4.2.4.8	A hazard analysis and assessment of associated risks for possible food fraud is in place, which realistically can be expected within the process. Based on this, appropriate measures for risk mitigation shall be documented and implemented, if necessary.
4.5.4*	A product defence procedure and ***plan*** shall be documented, ***implemented and maintained to identify potential threats (internal and external) and define product defence measures. This shall include, at a minimum:*** • ***legal requirements (evidence of registration or on-site inspections necessary)*** • ***identification of critical areas and/or practices and policy of access by employees*** • ***visitors and contractors*** • ***how external inspections and regulatory visits are to be managed*** • ***site security conditions*** • ***transportation, shipping, receiving and dispatch of goods*** • ***IT (cyberattack)*** • ***any other appropriate measures*** ***The criteria considered in the vulnerability assessment shall be defined.*** An appropriate alert system shall be defined and periodically tested for effectiveness.	6.1.2	A product defense hazard analysis and assessment of associated risks shall have been performed and documented. Based on this assessment and legal requirements, areas critical to security shall be identified. Product defense hazard analysis and assessments of associated risks shall be conducted annually or upon changes that affect product integrity. An appropriate alert system shall be defined and periodically tested for effectiveness. ***Chapter 6.2, 6.3 & 6.4 considered in this requirement.***

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.5.5	***The product defence plan and product fraud vulnerability assessment shall be reviewed at least once within a 12-month period or whenever significant changes occur.*** ***If necessary, the product fraud mitigation plan shall be updated accordingly.***		***NEW***
	Merged in 4.5.4	6.1.3	If legislation makes registration or on-site inspections necessary, evidence of compliance shall be provided.
4.6	**Site exterior**		***NEW***
4.6.1	All external areas of the site shall be clean, ***tidy and designed and maintained in a way to prevent contamination. Where natural drainage is inadequate, a suitable drainage system shall be installed.***	4.1.8.4	The facility exterior shall be clean and in good condition.
4.6.2	Outdoor storage shall be kept to a minimum. Where goods are stored for a short time, this process shall be validated and it shall be ensured that there are no contamination risks or adverse effects on product safety and quality.	4.2.4.6	Outdoor storage shall be kept to a minimum. Where goods are stored for a short time, this process shall be validated and it shall be ensured that there are no contamination risks or adverse effects on product safety and quality.
4.7	**Storage and handling premises**	**4.2**	**Storage and handling**
4.7.1	**Constructional requirements**	**4.2.1**	**Constructional requirements**
4.7.1.1	The working environment shall not compromise product safety and product quality. ***Site premises and equipment shall be designed, built and maintained to prevent pest infestation.***	4.2.1.1	The working environment shall not compromise product safety and/ or quality.
4.7.1.2	All working areas shall have adequate **levels of light.**	4.2.1.2	All working areas shall have adequate lighting

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.7.1.3	The loading/unloading area shall be appropriate for the intended use. It shall be constructed in a way that: • ***the risks of pest intake are mitigated*** • products are protected from **adverse weather conditions** • accumulation of waste is avoided • condensation and growth of mould are prevented • cleaning ***and if necessary, disinfection*** can be easily undertaken.	4.2.1.5	The loading area shall be appropriate for its intended use. It shall be constructed in a way that: • products are protected from rain, • accumulation of waste is avoided • condensation and formation of mould growth is prevented • cleaning can be easily undertaken.
4.7.1.4	The floor, walls, ceiling/overheads shall be ***designed, constructed and maintained to minimise the accumulation of dirt/debris and condensation and shall not pose any physical and/or microbiological contamination risks.***	4.2.1.6	The floor, walls and ceilings shall be in good condition.
4.7.1.5	Windows, doors, gates and other openings shall be ***designed and constructed to avoid the accumulation of dirt/debris and shall also be maintained in a way to prevent contamination and shall be kept closed if not used.***	4.2.1.7	Windows, doors and gates shall be in good condition and shall be kept closed, if not used.
4.7.2	**Air conditioning/ventilation; compressed air and *gases*; water (including ice and *steam*)**	**4.1.6**	**Air conditioning/ cooling/ water/ ice and compressed air**
	Merged in 5.3.1	4.1.6.1	Requirements for environmental control (e.g. temperature, humidity) which influence product safety and product quality shall be defined and implemented.
	Merged in 5.3.3	4.1.6.2	One or more appropriate temperature recording systems shall be implemented in the logistical chain in order to monitor the process at appropriate intervals.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.7.2.1	Air conditioning / chilled air equipment and artificially generated airflow shall ***not compromise product safety and quality and shall*** be adequately maintained and based on risks cleaned frequently.	4.1.6.3	Where the process requires air conditioning/ chilled air, the equipment used for this purpose shall be adequately maintained and cleaned within an appropriate frequency.
4.7.2.2	The quality of compressed air/gases that comes in direct contact with the ***foodstuff or food contact materials*** shall be monitored based on risks. Compressed air/gases shall not pose contamination risks.	4.1.6.6	Where compressed air is used and has direct contact with food or food packaging, its use shall be evaluated based on hazard analysis and assessment of associated risks. The use of compressed air shall not compromise product safety or quality.
4.7.2.3*	In case of breakdown of the air conditioning / chilled system and/or in the event of deviations from the target temperature, an alarm system shall be in place. Effective emergency corrective action procedures shall be in place ensuring product safety and quality is not compromised.	4.1.6.4	In case of breakdown of the air conditioning/ chilled system and/ or in the event of deviations from the target temperature, an alarm system shall be in place. Effective emergency corrective action procedures shall be in place ensuring product safety or quality is not compromised.
4.7.2.4	Water which is used for hand washing, cleaning and disinfection, shall be of potable quality at the point of use and supplied in sufficient quantities; ***this also applies to steam and ice used with direct contact with the foodstuffs or packaging dedicated for foodstuffs. The quality of water (including recycled water), steam or ice shall be monitored following a risk-based sampling plan.***	4.1.6.5	The use and storage of water and/ or ice that comes into direct contact with food and/ or food packaging shall be evaluated, based on hazard analysis and assessment of associated risks, in order to ensure that contamination is eliminated. Water and ice shall be of potable quality.
4.7.2.5	***Non-potable water, or recycled water, which is used in the process, shall not pose contamination risks. Non-potable water shall be transported in separate, properly marked piping. Such piping shall neither be connected to the potable water system nor allow the possibility of reflux, to prevent contamination of potable water sources or site environment.***		***NEW***

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.8	**Cleaning and disinfection**	**4.1.8**	**Cleaning and disinfection**
4.8.1*	**Risk-based** cleaning and disinfection schedules shall be documented and implemented. These shall specify: • objectives • responsibilities • the products used and their instructions for use • the areas to be cleaned and/or disinfected • cleaning and disinfection frequency • documentation requirements • hazard symbols (if necessary).	4.1.8.1	Based on hazard analysis and assessment of associated risks, cleaning and disinfection schedules shall be established, implemented and documented. These shall specify: • responsibilities of staff • the products used and their instructions for use • the areas to be cleaned and/or disinfected • objectives • cleaning frequency • documentation requirements • hazard symbols (if necessary).
4.8.2	***Risk-based hygiene requirements for all transport vehicles and equipment (relevant for bulk transportation), which could have an impact on the foodstuffs, used for loading/unloading (e.g. hoses of silo installations, pumps, filters of tankers tank-containers, etc.) shall be implemented. Measures taken shall be recorded.***		***NEW***
4.8.3	***The intended use*** of cleaning, disinfection equipment and chemicals shall be clearly identified. It shall be used and stored in a way to avoid contamination.	4.1.8.6	Cleaning utensils and chemicals shall be clearly labeled. These shall be stored and used in a way to avoid contamination

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.8.4	For transport containers (e.g. tankers, rail tankers), which are used for the transportation of liquid, granular and powdered unpackaged food products, a minimum of the following cleaning and disinfection measures shall be implemented: • the cleaning and disinfection measures shall be appropriate for the type of product • the cleaning and disinfection measures of the transport container shall include all associated working equipment (e.g., hoses, valves, strainers) • the cleaning and disinfection measures shall ensure that the transport container is clean, that unwanted substances are removed from the surfaces and the number of microorganisms are reduced to a level that is sufficiently low, depending on the intended use (cross-contamination is prevented) • objective evidence shall be available for the control of cleaning and disinfection measures of transport containers (e.g. records, certificates). The effectiveness of cleaning and disinfection measures shall be made known to the cleaning staff. The cleaning staff shall be trained in cleaning procedures.	4.1.8.3	For transport containers (e.g. tankers, rail tankers), which are used for the transportation of liquid, granular and powdered unpackaged products, the following cleaning and disinfection measures shall be implemented, as a minimum: • the cleaning and disinfection measures shall be appropriate for the type of product • the cleaning and disinfection measures of the transport container shall include all associated working equipment (e.g., hoses, valves, strainers) • the cleaning and disinfection measures shall ensure that the transport container is clean, that unwanted substances are removed from the surfaces and the number of microorganisms are reduced to a level that is sufficiently low, depending on the intended use (cross-contamination is prevented) • objective evidence shall be available for the control of cleaning and disinfection measures of transport containers (e.g. records, certificates). The effectiveness of cleaning and disinfection measures shall be made known to the cleaning staff. The cleaning staff shall be trained in cleaning procedures.
4.8.5	Cleaning and disinfection of the transport unit ***(e.g. containers with products)*** shall be performed with consideration to the specific hygienic requirements and product risks. Cleaning certificates or other objective evidence that effective cleaning has been carried out shall be available, if required by law or by the customer(s).	4.3.1.6	Cleaning of the transport unit shall be performed with consideration of the specific hygienic requirements and product risks. Cleaning certificates or other objective evidence that effective cleaning has been carried out shall be available, if required by law or by the customer(s).

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.8.6	Safety Data Sheets and instructions for use shall be available on-site for cleaning and disinfection chemicals. ***Personnel responsible for cleaning and disinfection activities shall be able to demonstrate their knowledge of such instructions.***	4.1.8.5	Current Safety Data Sheets (SDS) and instructions for use shall be available on site for chemicals and cleaning agents. Instructions shall be known by the responsible personnel.
4.8.7	The effectiveness of the cleaning and disinfection process shall be verified. ***Verification shall rely on a risk-based sampling schedule and shall consider, one or several actions, for example:*** • ***visual inspection*** • ***rapid testing*** • ***analytical testing methods.*** Resultant actions shall be documented.	4.1.8.2	The effectiveness of the cleaning and disinfection measures shall be verified and documented. Resultant corrective actions shall be documented.
4.8.8	Where a company hires a third-party service provider for cleaning and disinfection of on-site activities and externally (e.g. cleaning of truck/ containers), ***a contract shall be made which includes a minimum of the following:*** • ***cleaning and disinfection frequency*** • ***documentation requirements*** • ***products used and their instructions for use*** • ***areas to be cleaned and/or disinfected.*** ***The effectiveness of the cleaning and disinfection measures shall be verified.***	4.1.8.7	Where a company employs a third-party service provider for cleaning and disinfection activities, all requirements in 4.1.8 shall be clearly defined in the respective contract.
4.9	**Waste *management***	**4.2.5**	**Waste disposal**
4.9.1	***A waste management procedure shall be implemented and maintained to prevent cross contamination which*** respects all local legal requirements for waste disposal.	4.2.5.1	All current legal requirements for waste disposal shall be met.
4.9.2	Food waste and other waste shall be removed ***as quickly as possible from areas where foodstuff are handled. The accumulation of waste shall be avoided.***	4.2.5.2	Food waste and other waste shall be removed from areas where food and/ or sensitive goods are handled and pose a risk to product safety and quality.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.9.3	Waste shall be collected in separate containers in accordance with the intended means of disposal. Those containers shall be clearly marked, ***suitably designed, maintained, easy to clean, and where necessary, disinfected.*** Such waste shall be disposed by authorised third-parties only. Records of waste disposal shall be kept by the company.	4.2.5.3	Waste collection containers shall be clearly marked and in a proper condition.
	Merged in 4.9.3	4.2.5.4	Waste shall be collected in separate containers in accordance with the intended means of disposal. Such waste shall be disposed by authorized third parties only. Records of waste disposal shall be kept by the company.
4.10	**Pest monitoring and control**	**4.2.3**	**Pest monitoring/ pest control**
4.10.1*	***Risk-based pest control measures shall be documented, implemented and maintained. They shall comply with local legal requirements and shall take into account, at a minimum:*** • the site environment (potential and targeted pests) • site plan with area for application (bait map) • constructional designs susceptible for pest activity, for example ceilings, cellars, pipes, corners • identification of the baits on site • responsibilities, in-house / external • agents used and their instructions for use and safety • frequency of inspections • rented storage, if applicable	4.2.3.1	The company shall have a pest control system in place which is in compliance with local legal requirements and shall have, as a minimum, criteria for: • the site environment (potential pests), • site plan with area for application (bait map), • identification of the baits on-site, • responsibilities (in-house/external) • products/agents and their instructions for use and safety • the frequency of inspections. The pest control system shall be based on hazard analysis and assessment of associated risks.
4.10.2	Where a company hires a third-party service provider for pest control, all the requirements mentioned above shall be documented in the service contract. ***A person at the site shall be appointed and competent to monitor pest control measures. Even if the pest control service is outsourced, responsibilities of the necessary actions (including ongoing supervision of pest control activities) shall remain within the company.***	4.2.3.2	The company shall have qualified and trained in-house staff, and/ or employ the services of a qualified external provider. Where an external provider is used, the activities required on site shall be laid down in a written contract.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.10.3	Pest control inspections and resulting actions shall be documented. ***Implementation of actions shall be monitored and recorded. Any infestation shall be documented and control measures taken.*** The effectiveness of the pest control measures shall be monitored including trend analysis, **to allow timely actions. Records of this monitoring shall be available.**	4.2.3.3	Following pest control inspections, any resulting recommendations shall be acted upon by both parties and actions shall be documented, including the date when corrective actions were taken. The products used for pest control shall not compromise product safety. The effectiveness of the pest control shall be monitored and regular trend analyses undertaken.
4.10.4	Incoming deliveries shall be checked on arrival for the presence of pests. Any infestation shall be documented and control measures taken.	4.2.3.4	Incoming deliveries shall be checked on arrival for the presence of pests. Any infestation shall be documented and control measures taken.
4.10.5	Products, equipment and transportation vehicles shall be stored so as to minimize the risk of pest infestation. Where stored product and/or machines may attract pests, appropriate measures shall be taken to prevent risk of contamination.	4.2.3.5	Products, equipment and transportation vehicles shall be stored so as to minimize the risk of pest infestation. Where stored product and/or machines may attract pests, appropriate measures shall be taken to prevent risk of contamination.
4.11	**Receipt, staging, storage and dispatch of goods**	**4.2.4**	**Receipt of goods and storage**
4.11.1	**All incoming goods, including packaging materials, shall be checked for compliance with the contractual agreement (e.g specification)** and a determined risk-based monitoring plan. This inspection shall include general inspection criteria (e.g. identification of products and vehicle), rules for goods acceptance, goods rejection and qualified acceptance. **Records of the inspections shall be available.**	4.2.4.1	Procedures for the receipt of goods shall be established, effectively implemented and communicated to all relevant personnel. These procedures shall include general checking criteria (e.g. identification of products and vehicle), rules for goods acceptance, goods rejection and qualified acceptance. Non-conformities shall be acted upon and documented. If specific product checks are requested by the customer, they shall be implemented and known by the responsible employees.
	Merged in 4.11.3	4.2.4.2	All products shall be clearly identifiable at all times. Storage, removal and handling of the goods shall be in accordance with customer requirements.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.11.2	The loading and unloading of product shall be carried out in a manner which prevents damage.	4.2.4.4	The loading and unloading of product shall be carried out in a manner which prevents damage. The product shall be secured so that contamination and/ or damage is prevented during transport.
4.11.3	**A system shall be implemented and maintained to manage the handling of goods during whole logistics services.** It shall consider, at a minimum: • identification of all products at all times • effective stock control system shall be in place and may include methods such as, First In – First Out (FIFO) or First Expired – First Out (FEFO) Storage, removal and handling of the goods shall be in accordance with customer requirements.	4.2.4.3 & 4.2.4.2	Effective stock control system shall be in place and may include methods such as, First In - First Out (FIFO) or First Expired - First Out (FEFO) and shall meet customers requirements.
	Merged in 3.1.1	4.2.4.5	The staff shall be trained in the safe handling and security of product at all times, e.g. during loading, unloading and whilst in storage.
4.11.4	Where pallets are used, these shall be inspected to ensure they are in good condition and shall not compromise product safety.	4.2.4.7	Where pallets are used, these shall be inspected to ensure they are in good condition and shall not compromise product safety.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.12	**Transport**	**4.3**	**Transport**
	DELETED	**4.3.1**	**Specific transport requirements**
4.12.1*	The product shall be secured so that contamination and/or damage is prevented during transport. ***The conditions inside the vehicles shall be checked before loading, and these checks shall be documented to ensure compliance with the specified conditions related to the absence of the following, for example:*** • ***temperature (where goods must be transported at defined conditions)*** • ***strange smells*** • ***high dust load*** • ***adverse humidity*** • ***pests*** • ***foreign materials (e.g., wood splinters, stones, organic contaminants, etc.)*** • ***mould.*** ***When applicable, actions shall be taken to avoid any negative impact on products and to ensure compliance with the specified conditions.***	4.3.1.1	Transport vehicles, transport units, and/or transport containers that are being operated on different modes of transport (street, rail, air and water) shall keep the transport conditions of the goods being transported within the boundaries of the permissible tolerance (e.g. temperature).
4.12.2	The transport vehicles, transport units, and/or transport containers that are being used on different modes of transport (road, rail, air and water) shall be in good condition and shall keep the transport conditions of the goods being transported within the boundaries of the permissible tolerance (e.g. temperature). ***The maintenance of these conditions during transport shall be ensured. Documented check for compliance with the specified conditions shall be based on risk.***	4.3.1.2 & 4.3.1.1	Where goods must be transported at defined conditions (e.g. temperature), the conditions inside the vehicle shall be checked before loading and documented to ensure compliance to the specified conditions.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
4.12.3	When temperature-controlled goods are being stored or transported in containers (e.g. thermal boxes), these containers shall be in good condition (clean, odour free, dry, functional and fit for purpose). The containers shall be precooled prior to the loading of the product in these transport containers.	4.3.1.3	When temperature controlled goods are being stored or transported in containers (e.g. thermal boxes), these containers shall be in good condition (clean, odour free, dry, functional and fit for purpose). Prior to loading of the product in these transport containers, the containers shall be precooled.
4.12.4	During transport, the respective permissible load level (payload) of transport vehicles, transport units and/or containers shall not be exceeded, in order to maintain product safety and quality.	4.3.1.4	During transport, the respective permissible load level (payload) of transport vehicles, transport units and/ or containers shall not be exceeded, in order to maintain product safety and quality.
4.12.5	Transport containers (e.g. tankers, rail tankers), which are used for the transportation of liquid, granular and/or powdered unpackaged food products shall be labelled and used exclusively for the transportation of food.	4.3.1.5	Transport containers (e.g. tankers, rail tankers), which are used for the transportation of liquid, granular and/ or powdered unpackaged food products shall be labeled and used exclusively for the transportation of food.
4.13	**Maintenance and repair**	**4.1.5**	**Maintenance and repair**
4.13.1	A maintenance plan shall be documented, implemented and maintained, that covers all critical equipment (including transport and storage premises) to ensure product safety and product quality. This applies to both internal maintenance activities and service providers. ***The plan shall include responsibilities, priorities and due dates***	4.1.5.1	An adequate system of planned maintenance shall be in place, maintained and documented, covering all equipment (incl. transport) that is critical for compliance with product safety and quality requirements. This applies both for internal and external maintenance activities.
4.13.2	Failures and malfunctions of premises and equipment ***essential for product safety and quality*** shall be identified, documented and reviewed to ***carry out prompt actions and to improve the maintenance system.***	4.1.5.4	Failures of site and equipment covered by the maintenance system shall be documented and reviewed with a view to adapting the maintenance system.
4.13.3	Repairs including ***temporary repairs*** shall be carried out in a way to avoid compromising product safety and product quality. Such work shall be identified, documented and a ***short-term deadline set for eliminating the issue.***	4.1.5.2	Product requirements and prevention of contamination shall be ensured during and after maintenance and repair work. Detailed records of maintenance and repair work, including corrective actions taken, shall be kept.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
	Merged in 4.13.3	4.1.5.3	All materials used for maintenance and repair shall be fit for the intended use (e.g. food-grade oils, non-toxic paints if unpacked products are handled).
4.14	**Equipment**	**4.2.2**	**Equipment**
4.14.1	All equipment shall be designed for its intended use, maintained and stored not to pose any product safety or quality risk.	4.2.2.1	All equipment shall be designed for its intended use, maintained and stored not to pose any product safety or quality risk.
4.14.2	***For equipment and utensils which could have an impact on the foodstuffs, evidence shall be documented to demonstrate compliance with legal requirements.*** ***In case no specific legal requirements are in place, evidence shall be available, such as:*** • ***certificate of conformity*** • ***technical specifications*** • ***manufacturer's self-declaration*** ***to demonstrate that they are suitable for the intended use.***		***NEW***
	Merged in 4.8.3 & 4.14.1	4.2.2.2	The utilities and other equipment (cables, switches, etc.) shall be easily accessible for cleaning.
	Merged in 4.14.1	4.2.2.3	Work equipment, which are being used, shall be designed so that possible damage and / or contamination is prevented.
		4.1.7	**Specific requirements in case of freezing and/or thawing**
	DELETED. Covered by HACCP	4.1.7.1	In case of freezing and/ or thawing services, there shall be a documented process which specifies hazard analysis, assessment of associated risks as well as appropriate measures to control identified risks.
	DELETED. Covered by HACCP	4.1.7.2	In case of freezing and/ or thawing services, all details for processing and product parameters (e.g. time, temperature, extension or shortening of product-shelf life) shall be confirmed and agreed by the owner of the product.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
	DELETED. Covered by HACCP	4.1.7.3	In circumstances where the control of process and working environment parameters (e.g. temperature, time, pressure, chemical properties) is essential to ensure the product safety and quality requirements, such parameters shall be monitored and recorded continuously, or at appropriate intervals.
	DELETED. Covered by HACCP	4.1.7.4	There shall be procedures in place to take corrective action in the event of equipment malfunction and/or process deviations.
5	**Measurements, analysis, improvements**	**5**	**Measurements, analysis, improvements**
5.1	**Internal audits**	**5.1**	**Internal audits**
5.1.1* KO N° 5	An effective internal audit ***program*** shall ***be documented, implemented and maintained*** and shall ensure at a minimum, that all the requirements of the IFS Standard are audited. This activity shall be planned within a ***12- month period and its execution shall not exceed 15 months.*** The company shall have a risk assessment in place where activities, which are critical to product safety and product quality shall ***be audited more frequently.*** It shall also apply to off-site storage locations owned or rented by the company.	**5.1.1 KO N° 4**	Effective internal audits shall be conducted according to a defined agreed audit program and shall cover all requirements of IFS Standard. Scope and frequency of internal audits shall be determined by hazard analysis and assessment of associated risks. This criteria is also applicable for off-site locations owned or rented by the company.
	Merged in 5.1.1	5.1.2	Internal audits of activities which are critical to product safety shall be carried out at least once a year.
5.1.2	The auditors shall be competent and independent from the audited department.	5.1.3	The auditors shall be competent and independent from the audited department.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
5.1.3*	Internal audit shall be ***documented*** and results communicated to the senior management and to persons responsible for the concerned activities. ***Compliance, deviations and non-conformities*** shall be documented and communicated to the relevant persons.	5.1.4	Audit results shall be communicated to the senior management and to responsible persons of relevant departments. Necessary corrective actions and a schedule for implementation shall be determined. All corrective actions shall be undertaken, documented and communicated to every relevant person.
	Merged in 5.1.4	5.1.5	It shall be documented, how and when the corrective actions resulting from the internal audits shall be verified.
5.2	**Site inspections**	**5.2**	**Site inspections**
5.2.1*	Site inspections shall be planned and carried out for certain topics, ***for example:*** • constructional status of site premises • external areas • ***product control during logistics processing services (if applicable)*** • foreign material hazards • ***personal hygiene.*** ***The frequency of inspections shall be based on risks and on the history of previous results.***	5.2.1	Site inspections shall be planned and carried out, based on hazard analysis and assessment of associated risks. In addition to the infrastructure of the site (see 1.4.2 and 1.4.3), the operational aspects of personnel hygiene, hygiene of the process, the HACCP/ risk management system and food defense shall be evaluated.
	Merged in 5.1.4	5.2.2	Any discrepancies found from the site inspections as well as corresponding corrective action shall be recorded. The corrective actions shall be implemented.
5.3	**Process validation and control**		***NEW***
5.3.1	Requirements for environmental control (e.g. temperature, humidity) which influence product safety and product quality shall be defined and implemented.	4.1.6.1	Requirements for environmental control (e.g. temperature, humidity) which influence product safety and produt quality shall be defined and implemented.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
5.3.2	***Process parameters***, (e.g. temperature, time, pressure, chemical properties, etc.) which are essential to ensure the product safety and product quality requirements, ***shall*** be monitored, recorded continuously and/or at appropriate intervals ***and secured against unauthorised access and/or change.***	4.1.7.3	In circumstances where the control of process and working environment parameters (e.g. temperature, time, pressure, chemical properties) is essential to ensure the product safety and quality requirements, such parameters shall be monitored and recorded continuously, or at appropriate intervals.
5.3.3	***For goods handled under controlled temperature condition*** one or more appropriate temperature recording systems shall be implemented in the logistics chain in order to monitor the process at appropriate intervals. ***Records should be dated, timed and available on request, at minimum.***	4.1.6.2	One or more appropriate temperature recording systems shall be implemented in the logistical chain in order to monitor the process at appropriate intervals.
5.3.4	Procedures shall **be documented, implemented and maintained for prompt notification, recording and monitoring of** equipment malfunction and process deviations.	4.1.7.4	There shall be procedures in place to take corrective action in the event of equipment malfunction and / or process deviations.
5.4	**Calibration, adjustment and checking of measuring and monitoring devices**	**5.3**	**Calibration, adjustment and checking of measuring and monitoring devices**
5.4.1	Measuring and monitoring devices required to ensure compliance with product safety and product quality requirements shall be identified and recorded. **Their calibration status shall be recorded. Measuring and monitoring devices shall be legally approved if required by current relevant legislation.**	5.3.1	The company shall identify the measuring and monitoring devices required to ensure compliance with product requirements. These devices shall be recorded on a document and clearly identified.
5.4.2	All measuring devices shall be **monitored**, adjusted and calibrated at defined intervals, in accordance with recognised standard/methods and within relevant limits of the process parameter values. **The results shall be documented.**	5.3.2	The measurement equipment and devices shall be checked, calibrated and/or verified and/or adjusted at defined intervals and against recognised standards/methods (if appropriate). The results of checks, adjustments and/or calibration shall be documented.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
5.5	***Quantity control monitoring (in case of a processing service: labelling and/or simple sorting fruits and vegetables intended for final consumer)***		***NEW***
5.5.1*	***Compliance criteria to control lot quantity shall be defined. A system on frequency and methodology for quantity control shall be implemented and maintained to meet legal requirements of the destination country/ies and customer agreements (e.g. specification).***		***NEW***
5.5.2	***Quantity control monitoring shall be implemented and recorded, according to a sampling plan which ensures a proper representation of the manufacturing lot. The results from this monitoring shall be compliant with defined criteria for all products ready to be delivered.***		***NEW***
5.6	**Management of complaints from authorities and customers**	**5.4**	**Management of complaints from authorities and customers**
5.6.1	***A procedure shall be documented, implemented and maintained for the*** management of product complaints ***and of any written notification from the competent authorities—within the framework of official controls—, any ordering action or measure to be taken when non-compliance is identified.***	5.4.1	A system shall be in place for the management of product complaints.
5.6.2*	All complaints shall be ***recorded, readily available*** and assessed by competent staff. ***Where justified, action shall be taken immediately.***	5.4.2	All complaints shall be assessed by competent staff. Where it is justified, appropriate actions shall be taken, if necessary, as soon as practicable.
5.6.3	Complaints shall be analysed with a view to implementing ***actions to avoid the recurrence of the deviations and/or non-conformities.***	5.4.3	Complaints shall be analysed with a view to implementing preventative actions, which avoid the recurrence of the non-conformity.
5.6.4	The results of complaint data analysis shall be made available to the relevant responsible persons.	5.4.4	The results of complaint data analysis shall be made available to the relevant responsible persons and to the senior management.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
5.7	**Management of *product* recall, *product* withdrawal and *incidents***	**5.6**	**Recall and withdrawal**
5.7.1*	An effective procedure shall be ***documented, implemented and maintained*** for the management of recall, withdrawals, ***incidents and potential emergency situations with an impact on product safety and quality. It shall include, at a minimum:*** • ***the assignment of responsibilities*** • ***the training of the responsible persons*** • ***the decision-making process*** • ***the nomination of a person authorised by the company and permanently available, to initiate the necessary process in a timely manner*** • ***an up-to-date alert contact list including customer information, sources of legal advice, contacts availability*** • ***a communication plan including product owner, authorities.***	5.6.1	There shall be an effective procedure for the withdrawal and recall of all products. This procedure shall include a clear assignment of responsibilities.
	Merged in 5.7.1	5.6.2	The procedure shall ensure an effective and prompt response to recall and withdrawal requirements of the product owner.
5.7.2	The procedure shall be subject to internal testing for recall/withdrawal, ***by covering the end-to-end process.*** This activity shall be planned within a 12- month ***period and its execution shall not exceed 15 months. The outcome of the test shall be reviewed for continuous improvement.***	5.6.3	To ensure its effectiveness and possible improvement, the procedure shall be tested at least annually. If a product recall or withdrawal has taken place within the last 12 months, this may be used to assess the procedure.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
	DELETED	**5.7**	**Crisis and incident management**
	Merged in 5.7.1	5.7.1	A documented procedure shall be established for the management of incidents and of potential emergency situations, that impact product safety, legality and quality. This procedure shall be implemented and maintained. The procedure shall include as a minimum: the nomination and training of a crisis team, an alert contact list, sources of legal advice (if necessary), contacts availability, customer information and a communication plan.
	Merged in 5.7.2	5.7.2	The feasibility, effectiveness and timeliness of implementation of the procedure for management of incidents shall be subject to regular internal testing, at least annually.
5.8	**Management of non-conforming products**	**5.5**	**Management of non-conformities and non-conforming products**
	Merged in 5.8.1	5.5.1 KO N° 5	An effective procedure shall be in place for the management of all non-conforming products.
5.8.1	A procedure shall be documented, implemented and maintained for the management of all non-conforming products, **and packaging materials. This shall include, at minimum:** • **defined responsibilities** • **isolation/quarantine procedures (blocking/hold)** • **risk assessment** • **identification including labelling** • **the release procedure of goods.**	5.5.2	The procedure for the management of non-conforming products shall include, as a minimum: • hazard analysis and assessment of associated risks • procedure of product quarantine (blocking/hold) • identification (e.g. labeling) • clearly identified staff responsibilities • the release procedure of goods.
5.8.2	The procedure for the management of non-conforming products shall be acknowledged and applied by all relevant employees.	5.5.3	The procedure for the management of non-conforming products shall be understood by all relevant employees.
5.8.3	Where non-conforming products are identified, immediate actions shall be taken to ensure that product safety and quality requirements are complied with.	5.5.4	Where non-conformities are identified, immediate corrections shall be taken to ensure that product requirements are complied with.

v3 chapter	Requirements in v3	v2.3 chapter	Requirements in v2.3 and type of changes
	Merged in 5.9.3	5.5.5	The effectiveness and timeliness of implementation of the procedure for managing non-conforming products shall be subject to internal testing at least annually, (where quarantine has taken place within a year, this shall be used to assess the procedure). This assessment shall be carried out in a manner to ensure the effective implementation and operation of the procedure.
5.9	***Management of deviations, non-conformities, corrections*** **and corrective actions**	**5.8**	**Corrective actions**
5.9.1	A procedure for ***the management of corrections and corrective actions shall be documented, implemented and maintained for the*** recording, analysis, ***and communication to the relevant persons of deviations***, non-conformities ***and non-conforming products, with the*** objective ***to close the deviations and/or non-conformities and*** avoid recurrences via corrective actions. ***This shall include a root cause analysis, at least for deviations and non-conformities related to product safety, legality, authenticity and/or recurrence of deviations and non-conformities. Where deviations and non-conformities are identified, corrections shall be implemented***	5.8.1	A procedure shall be in place for the recording and analysis of the non-conformities with the objective to avoid recurrences by preventative actions and/or corrective actions.
5.9.2* KO N° 6	Corrective actions shall be formulated, documented and ***implemented*** as soon as possible to avoid the further occurrence of ***deviations and non-conformities***. The responsibilities and the timescales for corrective actions shall be defined.	5.8.2 KO N° 6	Corrective actions shall be clearly formulated, documented and undertaken, as soon as possible, to avoid further occurrence of non-conformity. The responsibilities and the timescales for corrective action shall be clearly defined.
5.9.3	The effectiveness of the implemented **corrections** and corrective actions shall be ***assessed, the results of the assessment*** shall be documented.	5.8.3	The performance of the implemented corrective actions shall be documented and the effectiveness shall be checked.
	Merged in 1.3.1	5.8.4	The preventative and corrective actions shall be communicated to the senior management.

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