

## **FOOD SAFETY CULTURE PLAN**

	<b>ELABORATED</b>	<b>REVIEWED</b>	<b>PASSED</b>
<b>SIGNATURE</b>			
<b>NAME</b>			
<b>MARKET STALL</b>	<b>RESPONSIBLE FOR QUALITY AND FOOD SAFETY</b>	<b>RESPONSIBLE FOR QUALITY AND FOOD SAFETY</b>	<b>DIRECTOR MANAGER</b>

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## **SAFETY CULTURE PLAN**

Caps food System Es, SL, as a producer and supplier of food products, is committed to the safe production of said foods, both those that they sell and with the whole of the food, for this reason it promotes the values, attitudes, competences and patterns of individual and collective compartment. to convey the commitment to food safety throughout your organization. The company disseminates this culture of food safety not only to the members of our organization, but also to the rest of society, developing ideas, attitudes and channels to raise awareness of the importance of food safety.

All the members of the organization, from management, administration and operators, have responsibilities in the development of food safety, and especially in those who market garlic. However, the Management is putting the necessary means to disseminate the mandatory safety of the products sold by the company, conducting training and developing attitudes that represent the awareness that our products are acts and safe for consumption.

### **Objectives**

The objective of the Directorate on food safety is to develop a culture that permeates the entire organization on the mandatory nature of Food Safety, which influences the behavior of the company's personnel regarding the safety of the food that is marketed.

### **Development of food safety**

The values on food safety will be shared by all members of the organization and with the new members that join, and will be put into practice by the group through the standards that the organization will articulate for this purpose, as well as by the behavior of all the staff of the organization.

The five dimensions of critical components of a food safety culture are:

- Vision and mission

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- Staff
- Consistency
- Adaptability
- Awareness of dangers and risks.

The vision and mission is the supply of safe products, so that at no time can claims be received for lack of safety of the products developed by the company. To this end, the management together with the quality manager will develop a series of training and control activities so that all operators are made aware of the need and obligation of the safety of our products. This mission is considered by management as a priority for the development of the company.

### **Staff**

The personnel involved in food safety will be all those who make up the industry, from management, administration, sales, quality managers and operators. The basis is to transmit awareness of food safety to all staff.

The key personnel of food safety is the management of the company, which will be transmitted to the quality manager. The quality manager will transmit the requirements to the line managers, who in turn will transmit them to all the company's operators. At all times it will convey to employees the awareness that food safety is everyone's responsibility, and that all employees are involved in it.

In order for the communication between the company's personnel to be reciprocal, that is, from the management to the operators and from the operators to the management, there is a suggestion box so that any operator can anonymously provide information on food safety, the same as on labor issues. In addition, there is an ethical channel through mobile phones, for which you can communicate with the company, so that there is two-way communication between the operators and management.

With these mechanisms, the company tries to develop safety awareness among the staff that food safety is also everyone's responsibility.

To improve awareness of food safety, a series of talks on the subject and the need for all company personnel to be involved in it will be programmed in the training

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plan. Likewise, explanatory posters on food safety and its importance will be installed.

### **Consistency**

The business decisions of the management will always have food safety, so that no business decision can be taken if it goes against the food safety of the product we sell.

Consistency will be supported by three major elements:

- Responsibility.
- Performance Measurements.
- Documentation

### **Responsibility**

To ensure a consistent food safety system it is essential that all employees have clearly defined responsibilities. In our case, the responsibilities of the operators are defined in the quality manual, and these have been communicated to each one of the operators. Their responsibilities include the control and surveillance of food safety.

### **Performance measurement**

It is important to measure the effectiveness of the activities, both training in awareness of food safety, and that in the development of the activity there is no food safety problem that could harm the company, from the economic point of view as well as the brand. of the company

To measure the training activities of the company in food safety, some simple questionnaires will be planned to be filled out by the operators to find out if the information transmitted has been correctly understood. Likewise, in the review of good manufacturing practices, it will be evaluated if the operators could carry out any activity that could affect food safety.

At the company level, to determine if food safety is being met, the following will be analysed:

- Customer claims, determining if any claim is due to lack of food safety. Likewise, the economic importance of the claim will be analyzed.

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- Analysis of the suggestion box and the ethical channel on possible deviations reported by the operators regarding the food safety of the products, will be analyzed and measures will be taken to correct them.

#### Adaptability.

Regarding how the organization responds to changes within the environment in which they operate, and the culture of food safety has been implemented. In the event of the appearance of non-conformities of the product due to lack of food safety or the detection of practices that could give rise to food safety problems, the company's management will immediately take the appropriate measures to avoid and correct the defects that have been detected. Once the corrective measures have been implemented, it will be evaluated whether these measures have been effective, carrying out the necessary analytical controls to ensure the safety of the product before it is sold.

#### Awareness of dangers and risks.

So that all operators are aware of the dangers and risks, in the programmed training activities the personnel will be instructed on these issues, so that no problem can affect the safety of the products that are marketed. Since there are no critical control points in our activity, it will not be necessary to train personnel in PCCs .

The staff commitment to food safety is signed by each of them when their responsibilities are communicated.