

# HACCP PLANS

## 8-201.13 When a HACCP Plan is Required

(A) Before engaging in an activity that requires a HACCP Plan, a permit applicant or permit holder shall submit to the regulatory authority for approval a properly prepared HACCP Plan as specified in 8-201.14 below.

- (1) Submission of a HACCP Plan is required according to law;
- (2) A variance is required as specified under:
  - 3-401.11(D)(4) regarding raw or partially cooked animal foods
  - 3-502.11 regarding specialized processing methods
  - 4-204.110(B) regarding molluscan shellfish display tanks
- 3) The Regulatory Authority determines that a food preparation or processing method requires a variance based on a plan submittal specified under 8-201.12, an inspectional finding, or a variance request.

(B) Before engaging in Reduced Oxygen Packaging without a variance as specified under 3-502.12, Contents of the Plans and Specifications, a permit applicant or permit holder shall submit a properly prepared HACCP Plan to the Regulatory Authority.

*(The above section is a Core Item.)*

## 8-201.14 Contents of a HACCP Plan

For a food establishment that is required under Section 8-201.13 to have a HACCP Plan, the permit applicant or permit holder shall submit to the regulatory authority a properly prepared HACCP plan that includes:

- A) General information such as the name of the permit applicant or permit holder, the food establishment address, and contact information;
- B) A categorization of the types of time/temperature control for safety foods that are to be controlled under the HACCP plan; <sup>Pf</sup>
- C) A flow diagram or chart for each specific food or category type that identifies:
  - 1) Each step in the process; <sup>Pf</sup>
  - 2) The hazards and controls for each step in the flow diagram or chart; <sup>Pf</sup>
  - 3) Steps that are critical control points; <sup>Pf</sup>
  - 4) The ingredients, materials, and equipment used in the preparation of that food; <sup>Pf</sup> and
  - 5) Formulations or recipes that delineate methods and procedural control measures that address the food safety concerns involved; <sup>Pf</sup>

D) A critical control point summary for each specific food or category type that clearly identifies:

- 1) Each critical control point; <sup>Pf</sup>
- 2) The critical limits for each critical control point; <sup>Pf</sup>
- 3) The method and frequency for monitoring and controlling each critical control point by the designated food employee or the person in charge; <sup>Pf</sup>
- 4) The method and frequency for the person in charge to routinely verify that the food employee is following standard operating procedures and monitoring critical control points; <sup>Pf</sup>
- 5) Action to be taken by the designated food employee or person in charge if the critical limits for each critical control point are not met; <sup>Pf</sup> and
- 6) Records to be maintained by the person in charge to demonstrate that the HACCP plan is properly operated and managed; <sup>Pf</sup> and

E) Supporting documents such as:

- 1) Food employee and supervisory training plan that addresses the food safety issues of concern; <sup>Pf</sup>
- 2) Copies of blank records forms that are necessary to implement the HACCP plan; <sup>Pf</sup>
- 3) Additional scientific data or other information, as required by the regulatory authority, supporting the determination that food safety is not compromised by the proposal. <sup>Pf</sup>

F) Any other information required by the regulatory authority.

(Document updated November, 2018 after MA adopted the 2013 Federal Food Code and the 2015 Amendments.)