**Template Supplier Verification Checklist for Infant Cereal Products**

|  |  |
| --- | --- |
| **Supplier Details** | |
| Name of Supplier: |  |
| Supplier Establishment Code (issued by SFA): |  |
| Establishment Address: |  |
| Country of Origin: |  |
| List of products imported in this consignment: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Checklist** | | | |
| **Import Conditions** | **Yes** | **No** | **Documentary proof obtained**  ***(Examples in Annex)*** |
| 1. Products are manufactured in an establishment regulated by the competent authority in exporting country. |  |  |  |
| 1. The manufacturer of the products has in place a food safety management and assurance programme that ensures that: 2. Products are processed under hygienic and sanitary conditions |  |  |  |
| 1. Products comply with Sale of Food Act and the Food Regulations. This must be supported by relevant testing and monitoring, including for Aflatoxin B1. |  |  |  |

*\* Supplier can refer to manufacturer/ producer or consolidator. If the supplier is not the manufacturer/ producer of the imported food, the importer should ensure that relevant information is obtained either directly from the manufacturer/ producer or confirmation through the consolidator.*

|  |  |
| --- | --- |
| **Verified by:** | |
| Name of verifier and designation: |  |
| Company name: |  |
| Date of verification: |  |
| Signature and company stamp: |  |

***Examples of acceptable documentary proof:***

|  |  |
| --- | --- |
| **Import Conditions** | **Examples of supporting documents for verification checks (not exhaustive)** |
| 1. Products are manufactured in an establishment regulated by the competent authority in the exporting country | * Licence or permit of the supplier and manufacturer, from the relevant competentauthority in the exporting country * Health certificate issued by the relevant competentauthority in the exporting country |
| 1. The manufacturer of the products has in place a food safety management and assurance programme that ensures that: 2. Products are processed under hygienic and sanitary conditions | * Food safety management system (FSMS) (e.g. HACCP plan) * Certification to international standards of FSMS (eg. ISO 22000, FSSC 22000, BRC) * Good Manufacturing Practices (GMP) * Sanitation Standard Operating Procedure (SSOP) * Audit report(s) of the establishment |
| 1. Products comply with Sale of Food Act and the Food Regulations. This must be supported by relevant testing and monitoring, including for Aflatoxin B1. | * Laboratory testing programme (e.g. raw material and/or final product), including the parameters and frequency * Pre-export testing report |