



Oregon
Department
of Agriculture

Food Safety Program

Guidance for Operators Requesting a Variance Hazard Analysis of Critical Control Points (HACCP)

Main Website: <http://oregon.gov/ODA/FSD>

This outlines the expectations for what will be submitted with each Variance Application. While it is the food establishment's responsibility to put their plan together, there are many resources available. On the back of this form there are the seven steps for creating a HACCP plan and more examples and information can be found in the document, "Managing Food Safety: A Manual for the Voluntary Use of HACCP Principles for Operators of Food Service and Retail Establishments" which is online at:

<http://www.fda.gov/Food/GuidanceRegulation/HACCP/ucm2006810.htm>

Each HACCP plan must include:

- A list of potentially hazardous foods that are specified by the regulatory authority as requiring a variance, such as soups, sauces, salads and/or meat roasts;
- A flow diagram for each specific food identifying critical control point and providing information on the following:
 - Ingredients and equipment used in the preparation of that food, and
 - Recipes that outline control measures for the food safety concerns involved;
- Food employee and supervisory training plan that addresses the food safety issues of concern;
- A statement of standard operating procedures for the plan under consideration including clearly identifying:
 - Each critical control point,
 - The critical limits for each critical control point,
 - How and when the food employee will monitor each critical control point,
 - How and when the person in charge will verify that the food employee is monitoring critical control points,
 - What the person in charge will do if the critical limits for each critical control point are not met, and
 - What records will be maintained by the person in charge to demonstrate that the HACCP plan is properly operated and managed; and
- Additional scientific data or other information, as required by the regulatory authority, supporting the determination that food safety is not compromised by the proposal.



Food Safety Program

Seven HACCP Principles

1) Conduct a hazard analysis

2) Determine Critical Control Points (CCP)

3) Establish the critical limits

4) Establish monitoring procedures

5) Establish corrective actions

6) Establish verification procedures

7) Establish record keeping procedures