

# Feed & Food Safety Policy

(PPP014)



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## 1 Policy Statement

As traders in surplus food and feed stock for the animal feed production industry, quality and safety assurance is one of the top priorities of the company. Food safety, concern for the environment and ethical trading all form part of the company management system.

The company employs the definition of quality that is widely used worldwide within the ISO standards. Quality means “achieving lasting consumer satisfaction by meeting customer wishes and expectations by a commitment to improving efficiency and effectiveness within the organisational environment.” Our customers, the perception of quality, the management of our organisation and operational excellence are all inseparable elements of this.

## 2 Control of processes within accepted codes of practice

To operate as a trader of surplus food and feed stock for animal feed, it is not sufficient to provide only end point controls and sampling. It is necessary to establish and document the quality and safety of traded material through all points of its lifecycle.

This requires that the company not only establish that all purchased food and feed has been produced / processed in a safe and ethical manner compliant with all relevant standards it also requires that such material is also captured, transported and delivered with the same standards in mind.

In addition to these food safety controls it is also essential that controls of animal health, animal welfare & environmental protection also play a prominent role.

## 3 Compliance with legislation

The company will ensure that all the activities undertaken by itself in the capacity of a Food / Feed trader are fully compliant with all relevant legislation within the country where the material is being traded.

In particular (but not limited to), it will ensure compliance and adherence to the requirements laid out in “EC Feed Hygiene Regulation 183/2005”.

## 4 The specification of process controls within the company

Our Food / Feed safety process controls are enshrined within our management structure. This means that within the company everyone is focused on quality and safety within their roles.

For the company to be a quality-oriented organisation, Papilo has chosen to follow the ISO 9001 standard and is certified as such. With adherence to this general quality standard, we can monitor the daily processes. In this way we can meet customer needs and carry out controls of the crucial processes within the company Ltd and those companies that work on our behalf.

## 5 Feed safety & HACCP

The company commits to ensure that all surplus food / animal feed traded is subject to full and formal HACCP Risk Assessment at all points of its lifecycle from raw material to sale. As such all potential hazards are identified, documented, and mitigated to an acceptable standard.

To deliver this, the company has established a HACCP team, comprising of members from senior management across the organisation. At any given time at least 1 member of the HACCP team will be trained and certified to an appropriate level in HACCP.

## 6 Quality & safety standards (Production)

The company will ensure that before any surplus food / animal feed is purchased we have established the quality of the product being purchased. To achieve this, we will request and place on file the producers Product Specific HACCP risk assessment as well as an ingredient list. This will allow us to grade, record and appropriately label every consignment of food / feed that we trade.

## 7 Quality & safety standards (Internal)

In addition to applying our own quality standards and verifying those of our suppliers, we operate in accordance with the GMP+ standards. These standards give the company the opportunity to supply food / feed to both the processing and retail industries not just within the UK but across Europe.

## 8 Sampling & testing.

Process controls are only completed with the aid of objective monitoring programmes. The sampling and monitoring of all relevant and specific risks is performed by a 3rd party Agent on our behalf.

As a minimum, all food / feed streams are sampled and tested every 6 months with all samples and test results being retained for a minimum of 6 months. To govern this relationship, the company has entered into legal agreements with all parties providing such services.

## 9 Certification of quality & safety systems

Independent certification bodies continuously monitor and certify all quality systems in accordance with the requirements of the accredited standards.

## 10 Director sign-off

<b>Name</b>	Paul Hodgkiss
<b>Position</b>	CEO
<b>Signature</b>	<i>Paul Hodgkiss</i>
<b>Date</b>	06/02/2024

# Document Control

Version	Version Date	Changes By	Version Notes
V1	20/01/2014	MK	Implement new policy
V2	21/11/2018	MK	Minor amendments made
V3	10/06/2021	MK	Added section – Compliance with legislation
V4	10/06/2022	MK	Review – no changes
V5	15/06/2023	MK	Review following Palatine Investment
V6	06/02/2024	MK	Updated with Papilo branding

