

**QUESTIONNAIRE FOR THE PRELIMINARY IDENTIFICATION AND EVALUATION FOR THE
CERTIFICATION OF THE FOOD SAFETY MANAGEMENT SYSTEM**

I. GENERAL INFORMATION ON THE APPLICANT		
Company name: (Including legal status)		
Address (head offices): (full, including postal code)		
No. of branches/production units:		Specify the number of branches/production units (outside the head office) that want to be included in the certification process, following to fill in such a form for each of them
Phone /Fax:		
Contact person:	Name:	Phone:
	Position:	E-mail:

II. INFORMATION ON PRODUCTION/ SERVICES	
Field of certification	
Main CAEN code/IAF	

III. INFORMATION ON ORGANISATIONAL STRUCTURE			
NO. OF EMPLOYEES		← Total number	
- on-site employees		← persons who are permanently on the site	
- off-site employees		← persons who work outside the location, e.g., sales agents, drivers, troubleshooting personnel, etc.	
- management staff		← Management/administrative personnel	
- in development / design		← Personnel in design, research/development	
- directly productive (production)			
- subcontractors?			
- work in shifts?	<input type="checkbox"/> NO <input type="checkbox"/> YES	How many shifts:	
- service / after-sales support			

- repetitive tasks		← a significant proportion of the personnel performs similar simple functions
IV. STRUCTURE OF THE MANAGEMENT SYSTEM		
Applicable standard?	<input type="checkbox"/> ISO 22000:2018	
Exclusions?		
Outsourced processes?		

Objective	Yes	No	Comments
Has the organization identified the PRPs appropriate to its activity (for example, normative requirements, legislative requirements, requirements related to the client and the certification scheme)?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the SMSA include appropriate processes and methods for identifying and assessing food safety hazards within the organization, as well as for the subsequent selection and classification of control measures (combinations)?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the relevant food safety legislation implemented?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the SMSA designed to achieve the organization's food safety policy?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the SMSA implementation program justify moving to the stage 2 audit?	<input type="checkbox"/>	<input type="checkbox"/>	
Are the validation of control measures, verification activities, and improvement programs in compliance with the standard's requirements regarding SMSA?	<input type="checkbox"/>	<input type="checkbox"/>	
Are the SMSA documents and provisions implemented to communicate internally and with suppliers, customers, and relevant stakeholders?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there additional documentation that needs to be analyzed and/or information that needs to be obtained in advance?	<input type="checkbox"/>	<input type="checkbox"/>	

V. INFORMATION ON HELD CERTIFICATIONS	
Has the SM been subject to other total or partial evaluations? When? _____	
By whom and in what position? _____	
Did you benefit from consulting?	<input type="checkbox"/> YES <input type="checkbox"/> NO
From whom? _____	

Do you have any other certificates?	<input type="checkbox"/> YES <input type="checkbox"/> NO
For management systems	
For products/services	

VI. OTHER INFORMATION CONSIDERED RELEVANT BY THE APPLICANT

Please indicate how many HACCP analyses do you have in your management system for the field applied by you.

What are the technological lines existing within the organisation?

Please enclose a typical HACCP analysis in the field of the management system.

For the appropriate understanding of your requests, for the communication of news related hereto as well as for the continuous notification with regard to other products in our portfolio or marketing campaigns, by the signature of the present document, you agree to our use of personal data related to the employees of your company who come in contact with us, completely in agreement with Regulation (EU) 2016/679. The use of such data may also continue if there is no service agreement signed between the parties, unless you specify your express desire that such data are deleted from our database. For more details on the Personal Data Processing Policy, please visit our website <http://systemaglobal.ro/politica-de-prelucrare-a-datelor-cu-caracter-personal/>.

ANNEXES

No.	Field
<input type="checkbox"/> 1.	
<input type="checkbox"/> 2.	
<input type="checkbox"/> 3.	