

Food Safety and Quality Policy

The company's Food Safety and Quality Policy is to provide competitive products and services of the highest standards of performance and reliability. By achieving this goal the company will consistently satisfy the mutually agreed needs and expectations of its customers, achieve business success and ensure that our products are always **safe, legal and authentic** to the specified quality to meet customer requirements and conform to statutory and regulatory requirements including the Safe Food for Canadian Regulations (SFCR), from the Canadian Food Inspection Agency (CFIA).

The Company recognizes that a successful food safety culture can be achieved only by following safe working practices and procedures developed through effective hazard analysis, training and experience. To achieve this, a robust Hazard Analysis Critical Control Points System (HACCP) has been introduced following a full hazard analysis of all food related operations. All instructions and control measures within HACCP are designed to control any risk to food safety.

To ensure success of this policy Senior Management are directly responsible for food safety and quality by ensuring adequate; organization and support, equipment and facilities, training and education of all employees, reviewing and auditing performance, and driving continuous improvement. Detailed organizational arrangements and food safety responsibilities for all levels of management are contained in the food safety and quality manual.

Achievement of this policy involves all staff being individually responsible for the quality of their work, resulting in continual improvement. All employees are provided with the food safety training necessary to enable them to perform their tasks and are responsible for ensuring that they do so in a hygienic manner so that the safety of the food they handle is not put at risk. All employees will receive refresher training on an annual basis or as needed.

This policy is thoroughly communicated throughout the organization and a copy is provided and explained to each employee by the Department Manager or designate.
The company food safety and quality policy will be subject to continuous review and revision particularly when changes to legislation or technical knowledge occur.

As a Branch Manager, I have overall responsibility for ensuring that company food safety standards, policies and procedures are maintained and implemented, and that food safety performance is regularly reviewed.

Branch Manager

Date: Jan 05/24