



Steps of HACCP

HACCP—Hazard Analysis and Critical Control Point

01

Perform a Hazard Analysis.

- Consider possible food hazards in your establishment.
- Could be related to ingredients, staff, equipment, chemicals, processes, etc.
- Evaluate the likelihood and severity of each hazard to determine which should be addressed in a HACCP plan.

02

Determine Critical Control Points (CCPs) – a step or procedure where a food hazard can be prevented, eliminated, or reduced to a safe level.

03

Set Critical Limits – a measurable or observable parameter that must be achieved to control a hazard.

04

Establish a Monitoring System.

- How will you ensure that critical limits are met?

05

Establish Corrective Actions.

- What must be done if a critical limit is not met?

06

Establish Verification Procedures – ongoing procedures to ensure that your HACCP plan works.

07

Establish Recordkeeping Procedures.

- Summary of the hazard analysis
- HACCP plan
- Supporting documents used to establish CCPs, critical limits, and other procedures
- Records created during plan operation, including monitoring, corrective action, and verification records

