



Date: 01 February 2019	Name: Allergen Policy
Module: Allergen	Approved by Group Food Safety Manager: Tessa Morris
Policy Number: 06	Revision:

### Policy

To minimize the risk of customer safety incidents because of hidden allergens in all products produced in store.

The following list of allergens taken from Codex is used as a guide for recognized allergens for labelling declaration purposes:

- a) Cereals containing gluten; i.e. wheat, rye, barley, oats, spelt or their hybridized strains and products thereof
- b) Crustaceans and products thereof
- c) Egg and egg products
- d) Fish and fish products
- e) Peanuts, soybeans and products thereof
- f) Milk and milk products
- g) Tree nuts and nut products
- h) Sulphite in concentrations of 10mg/kg or more

### Procedure

- Identify all possible allergen sources and possible areas of allergen cross contamination.

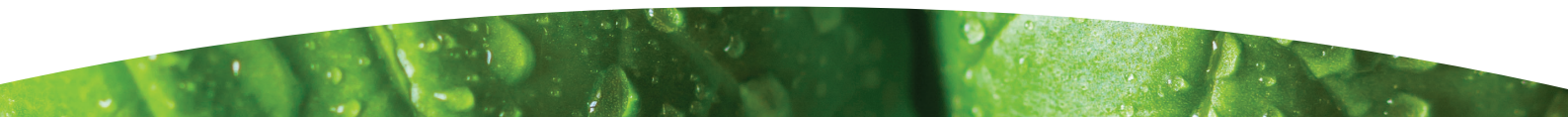
These could include:

- a) Raw ingredients - ingredients, sub-ingredients (natural flavours, other allergens derived additives or ingredients), reworked ingredient (peanut containing biscuit dough reworked into a plain biscuit dough), processing aids (e.g. wheat starch), packaging material (e.g. wheat derivatives used in packaging materials)
  - b) Cross contact - shared equipment, utensils, work surfaces, staff members.
- Should any allergen containing products be handled in the future, then the allergen controls specified below will come into effect.

The store should ensure that the correct processing methods/procedures are followed as to prevent or reduce the risk of allergen cross-contamination. This is being done through first identifying and training the staff on what allergens are and secondly by ensuring that "allergen free" food and allergen containing foods are processed in separate areas or at separate times and stored separately.

### Supplier Control

A supplier approval process should be implemented. A comprehensive supplier ingredient information form should be provided or requested from all suppliers for all raw materials, especially when allergens might be sub-components of flavours or processing aids.





The detail of information required from the supplier should include:

1. The full list of ingredients of all raw materials supplied to the company. This should include whether the raw material contain allergens or ingredients, or additives derived from allergens.
2. The allergen content of the raw ingredients/additives the supplier receives/uses.
3. Whether or not the supplier has an allergen policy or control policy in place and whether the processing procedures utilized by the supplier take allergen and allergen control into consideration during all essential steps of storage, transport, preparation, cleaning, shared production line or equipment, reworking.

### **Labelling**

Labels must identify all common allergens present in the product and any advisory statements must be verified and in a legislatively prescribed form. Relevant products are labelled with the appropriate label warnings where the possible risk of the presence of allergens has been identified. Labelling is in accordance with the local South African current labelling regulations and customer specifications. The integrity of the packaging should also be verified on a regular basis, including during storage and transportation, to ensure that the packaging is not damaged in such a way (e.g. punctures or leakages) that might allow cross-contamination to occur.

### **New Products**

Wherever possible, the procurement of products with unnecessary major allergens will be avoided. Where any products are purchased, a risk assessment is conducted to establish the risk of any possible hidden allergens that may be present in the raw materials.

### **Process Measures**

Products that contain allergens which have a high severity will be stored separately from the other products/ raw materials and packaging and handled accordingly.

### **Staff training**

All food handlers must be trained regarding the importance of allergens and the consequences of their inadvertent presence as part of the basic food safety training.

### **Recall system**

Where any product is found to be contaminated with an undeclared allergen, the product recall process is followed.

