The 7 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