

REQUIREMENTS V6 UPGRADE PROCESS

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VERSION	1.0
REVISION HISTORY	First issue

1. INTRODUCTION

This document provides the requirements for the upgrade process from FSSC 22000 V5.1 to FSSC 22000 V6 for Certification Bodies, Accreditation Bodies and Certified Organizations.

2. FSSC 22000 VERSION 6

2.1 GENERAL

The Foundation FSSC published the new Scheme, FSSC 22000 V6 in April 2023 with the following requirements for application:

- 1) Audits against the FSSC 22000 Scheme V5.1 are only allowed to be delivered up to 31 March 2024.
- 2) Upgrade audits against FSSC 22000 Scheme V6 shall be conducted from 1 April 2024 until 31 March 2025.

2.2 REQUIREMENTS FOR CERTIFICATION BODIES (CB)

2.2.1 GENERAL

- 1) The CB shall include in its management system the requirements of FSSC 22000 V6 including these transition process requirements.
- 2) The CB shall inform their certified organizations within 3 months from the date of publication of the new Scheme documents and upgrade requirements for V6.
- 3) The CB shall train its personnel involved in the certification process for the new FSSC 22000 Scheme V6 requirements.
- 4) All existing V5.1 qualified auditors shall meet the following requirements and the CB shall have evidence to demonstrate compliance with the following Scheme requirements:
 - a. Training and exam on all V6 Scheme requirements including relevant parts of ISO 22003-1:2022. Auditor training records shall be uploaded to the Auditor database as part of the annual maintenance of competency (refer Scheme Part 4, 3.5.4.2 (1)).
 - b. Auditors shall meet the competence requirements relating to the following (sub)categories. A requalification is needed in accordance with the requirements of the Scheme, Part 4, Section 3.5.3, where (sub)categories are added, removed, or moved due to the new requirements in ISO 22003-1. The auditor register on the Assurance Platform shall be updated and be aligned with the requalification by the 1st of April 2024, including uploading of the requalification record. Auditors qualified against V5.1 for (sub)category(ies):
 - i. CI, shall be qualified for sub-category C0 in order to undertake V6 audits against subcategory C0 (Animal primary conversion e.g. slaughterhouse).
 - ii. CII, shall be qualified for sub-category BIII in order to undertake V6 audits against subcategory BIII.

- iii. DIIa and DIIb, shall be requalified for the relevant C sub-categories, as pet food has been incorporated into category C.
 - iv. E, shall be requalified for sub-category CIII in order to undertake V6 audits for off-site catering kitchens, and industrial kitchens that produce products not offered for immediate consumption, as these are now included under subcategory CIII.
 - v. DI automatically qualifies for category D, as there are no longer any sub-categories for category D.
 - vi. GI and GII automatically qualify for category G, as there are no longer any sub-categories for category G.
- 5) For new auditors the CB shall follow the requirements described in the FSSC 22000 V6 Scheme for initial auditor qualification, included under Part 4, Section 3.5.

2.2.2 AUDITS AND CERTIFICATES

2.2.2.1 AUDITS

- 1) Initial certification audits: both the Stage 1 and Stage 2 audit shall be conducted to Version 6 when the audit takes place from 1 April 2024 onwards OR conduct the Stage 1 to Version 5.1 (when conducted before 1 April 2024) and Stage 2 to Version 6 when conducted on or after 1 April 2024.
- 2) An upgrade audit is a full audit against the new FSSC 22000 V6 requirements and may be conducted announced, or unannounced if required to meet the 3-yearly unannounced audit requirements.
- 3) Audits against the FSSC 22000 Scheme requirements V5.1 are only allowed at the latest 31 March 2024.
- 4) For upgrade audits utilizing the ICT Audit Approach method, both the remote component and the onsite component shall be completed against V6 commencing from 1 April 2024 onwards. It is not possible to conduct part of the audit to a different Scheme version.

2.2.2.2 AUDIT DURATION CALCULATION

- 1) The audit duration calculation in the Scheme has been updated in line with the requirements of ISO 22003-1:2022, and the minimum duration has taken into account the additional Scheme requirements.
- 2) The audit duration calculations for all certified organizations shall be reviewed in line with the new audit duration calculation. The CB shall notify the certified organization of the change in audit duration for audits to be conducted to V6.
- 3) The audit duration for an upgrade audit shall therefore apply to the next planned regular audit, whether it is a surveillance or recertification audit. Audit duration shall be calculated according to the Scheme requirements included in Part 3, Section 4.3, 5.2 and 5.3, as applicable.

2.2.2.3 CERTIFICATES

- 1) CBs are required to update the FSSC 22000 certificate of the certified organization following the successful completion of the Version 6 upgrade audit process. The Scheme Version 6 shall be referenced on the certificate, in the audit report, audit plan, audit program, and in the FSSC Assurance Platform.
- 2) In the case of an Upgrade surveillance audit, the expiry date from the V5.1 certificate shall be maintained.
- 3) All upgrade audit packs and V6 certificates are required to be uploaded on the FSSC Assurance Platform within 2 months of the last day of the V6 upgrade audit. The CB shall

therefore have completed the V6 upgrade in the Assurance Platform no later than 31 May 2025.

- 4) All remaining V5.1 certificates will automatically be set to withdrawn in the Assurance Platform after 31 May 2025, and will then no longer be visible on the FSSC 22000 public register of certified organizations on the FSSC website.

2.2.3 LICENSING

2.2.3.1 SUB-CATEGORY LICENSING

Due to the changes in the categories and subcategories as per ISO 22003-1:2022, Annex A, the following licensing requirements relating to specific (sub)categories apply for the upgrade to V6 of the Scheme. CBs who have an existing valid license with the Foundation for (sub)category(ies):

- CI, shall submit an application for license extension to the Foundation for sub-category C0, and be granted a provisional license prior to undertaking V6 audits against subcategory C0 (Animal primary conversion e.g., slaughterhouse).
- CII, shall submit an application for license extension to the Foundation for sub-category BIII, and be granted a provisional license prior to undertaking V6 audits against subcategory BIII.
- DIIa and DIIb: CBs who do not hold the corresponding sub-category C license(s), shall submit an application for license extension specifying the food chain sub-categories for which it requests an extension of the existing license. As of 1 April 2024, all existing CB licenses shall be updated to remove sub-categories DIIa and DIIb where applicable.
- E, who does not have the related sub-category CIII license, shall submit an application for license extension for sub-category CIII and be granted a provisional license prior to undertaking V6 audits for off-site catering kitchens, and industrial kitchens that produce products not offered for immediate consumption, as these are now included under subcategory CIII.
- As of 1 April 2024, the licenses for CBs who have an existing valid license with the Foundation for sub-category DI shall automatically have the sub-category changed from DI to category D, as there are no longer sub-categories for category D.
- As of 1 April 2024, the licenses for CBs who have an existing valid license with the Foundation for sub-category GI and GII shall automatically have the sub-categories changed from GI &/or GII to category G, as there are no longer sub-categories for category G.

These license applications shall be submitted within the upgrade timeframe, taking into consideration the time needed for processing of the license and gaining accreditation within the timeline. The requirements for a license extension as per Scheme V6, Part 4, Section 2.1.4 apply.

No V6 audits may be undertaken prior to being granted a provisional license for new sub-categories or categories where no sub-categories exist. The application form will be available to CBs on MyFSSC for download.

2.2.4 ACCREDITATION PROCESS

The CB is required to extend its current ISO/IEC 17021-1:2015 accreditation scope to include ISO 22003-1:2022 and FSSC 22000 V6 before 1 April 2024 and provide the new certificate of accreditation to the Foundation within this timeline. The CB shall also request for the accreditation scope to be re-aligned with the categories & sub-categories as per ISO 22003-1:2022, in accordance with the changes in specific (sub)categories as detailed under 2.2.3.1 above.

The issuance of non-accredited FSSC 22000 Scheme V6 certificates by a CB holding an existing accreditation to FSSC 22000 is not allowed by the Foundation.

The CB shall submit the following to their AB in order for the AB to undertake a document review:

- The CBs GAP analysis that shall as a minimum cover the change from ISO/TS 22003: 2013 to ISO 22003-1: 2022 as well as the Scheme changes in V6;
- The CBs transition or implementation plan;
- Relevant documentation for the changes, including evidence of implementation and
- Any other relevant information deemed necessary by their AB.

A CB office assessment by the AB is not mandatory for obtaining accreditation to FSSC 22000 V6, however, conducting an office assessment is at the discretion of the AB, based on the outcome of the ABs document review. An AB witness audit against V6 is not required by The Foundation.

In principle, the CB shall follow the requirements outlined in this paper, and in case this conflicts with AB requirements, the most stringent requirements shall apply. The CB shall seek approval from the Foundation to resolve any unclear issues.

New CBs requiring accreditation.

In the case where a new CB undertakes the accreditation process in 2023, the accreditation and witness audit shall be against V5.1 of the FSSC 22000 Scheme and shall be in accordance with ISO/TS 22003:2013.

In the case where a new CB starts the accreditation process in 2024 and the AB witness audit is conducted before 31 March 2024, the witness audit shall be conducted against Version 5.1. In these cases, the CB shall also be able to demonstrate compliance to the AB on the V6 requirements (through document review), but an additional witness audit to V6 is not required. Where the witness audit is conducted from 1 April 2024 onwards, the witness audit shall be against V6.

2.2.5 REMOVAL OF THE FARMING SCOPE

A decision has been taken to discontinue the Farming scope (category A) that is currently included in FSSC 22000 V5.1. As a result, the following actions apply during the transition:

- No FSSC 22000 audits to V6 will be allowed for organizations holding category A scopes. This will apply to audits as of 1 April 2024.
- FSSC 22000 Certificates with the Farming scope will be withdrawn, or the scope reduced where multiple categories apply, as of 31 December 2024.
- From 1 April 2023 no further licenses will be issued by the Foundation for category A.
- Existing CB licenses will be updated to remove category A as of 31 December 2024.

2.2.6 FSSC 22000-QUALITY TRANSITION PLAN

A decision has been taken to discontinue the FSSC 22000-Quality program. As a result, the following actions apply during the transition:

- 1) From 1 April 2023 no further licenses against FSSC 22000-Quality will be issued by the Foundation.
- 2) From 1 April 2024 no further FSSC 22000-Quality audits shall be delivered.
- 3) Following the 2024 regular audit, the FSSC 22000-Quality certificate shall be replaced with an FSSC 22000 certificate with the same cycle and expiry date as the previous FSSC-Quality

certificate. The CB may issue a separate ISO 9001 certificate, at their discretion and in accordance with their CB requirements.

- 4) The transition to FSSC 22000 from FSSC 22000-Quality may also be undertaken earlier if agreed with the certified organization.
- 5) The CB shall inform the affected organizations within 3 months of the publication of FSSC 22000 V6.

2.3 REQUIREMENTS FOR ACCREDITATION BODIES (AB)

For FSSC 22000 Scheme version 6, the AB shall assess the CBs following the below:

- 1) Conduct a document review of the CBs management system, where the following parameters shall be evaluated:
 - a. Inclusion of all FSSC 22000 Scheme V6 requirements in the CB management system with particular attention to:
 - i. FSSC 22000 Scheme V6 and transition process requirements;
 - ii. Information to certified organizations about FSSC 22000 V6;
 - iii. Training of all CB personnel, as detailed under 2.2.1 above;
 - iv. Re-qualification of auditors for specific (sub)categories, as detailed under 2.2.1 above;
 - v. Licensing of CBs for specific (sub)categories, as detailed under 2.2.3.1 above.
- 2) The AB shall assess the following during the document review: the CBs GAP analysis (at least covering the change from ISO/TS 22003: 2013 to ISO 22003-1: 2022 as well as the Scheme changes), transition/implementation plan, relevant documentation for the changes including evidence of implementation, and any other relevant information deemed necessary by the AB.

If the document review conducted by the AB is successful, and the AB is able to review the required changes and implementation by the CB as a result of the document review, then a head office assessment is not required. If the AB is not able to conduct a successful document review, then an office assessment is required.

An AB witness audit against V6 is not required for CBs with existing accreditation to FSSC 22000 V5.1.

In addition, the AB shall re-align the categories & sub-categories within the accreditation scope as per ISO 22003-1:2022, in accordance with the changes in specific (sub)categories as detailed under 2.2.3.1 above. A witness audit is not required by the Foundation for the re-alignment of categories and sub-categories as part of the V6 upgrade process.

Based on a successful document review and/or office assessment, ABs shall issue a new CB accreditation certificate for Scheme Version 6, in accordance with the minimum content as referenced in Annex 4.

During the next scheduled CB surveillance assessment, the AB shall verify the implementation of the FSSC 22000 Scheme V6 requirements in the CB management system as part of the regular assessment process.

New CBs requiring accreditation.

Where a new CB undertakes the initial accreditation process for FSSC 22000 in 2023, the accreditation and witness audit shall be against V5.1 of the Scheme and shall be in accordance with ISO/TS 22003:2013. Subsequently, the AB shall provide accreditation to V6 of the FSSC 22000 Scheme, and the corresponding ISO 22003-1:2022. Both versions of the Scheme shall be reflected in the Accreditation Schedule.

In the case where a new CB starts the accreditation process in 2024, the accreditation shall be to ISO 22003-1: 2022 and where the AB witness audit is conducted before 31 March 2024, the witness audit shall be conducted against Version 5.1. In these cases, the CB shall also be able to demonstrate compliance to the AB on the V6 requirements (through document review), but an additional witness audit to V6 is not required. Where the witness audit is conducted from 1 April 2024 onwards, the witness audit shall be against V6.