



# YOUR PREVENTIVE CONTROL PLAN

Keeping Food Safe

The following are considered to be international **best practices** to identify potential risks to foods, and to outline what measures are in place to manage those risks.

## Find the Right People

Everyone involved in developing a Preventive Control Plan (PCP) should:



Be knowledgeable and experienced in food safety



Understand your products, equipment and processes



Know the basics of food preparation, storage and transportation



Know how to identify and control food safety hazards

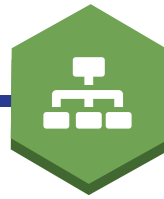
## Describe Your Process



List your key preventive controls for managing food safety risks



Write a plan describing your procedures for each preventive control



Describe who, what, how, and when for each procedure

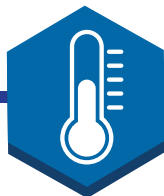


Have a process in place for responding to complaints and implementing recalls

## Perform a Hazard Analysis



Identify potential food safety hazards and indicate control measures for each



Establish and validate your critical limits, such as time and temperature parameters



Develop ways to monitor and control hazards

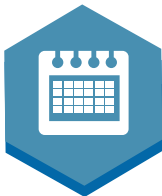


Find ways to correct hazards if they occur



Create a process to verify that hazards are under control

## Put Your Plan to Work



Ensure your plan is up-to-date and works as planned



Train your staff



Follow your written procedures



Keep and review records

### Top 3 reasons to refresh your plan

- 1 Something changes** (e.g. regulations or requirements, product volume, ingredients or preparation)
- 2 Something is new** (e.g. new food line or equipment)
- 3 Something goes wrong** (e.g. food recall, complaint, unsatisfactory lab results or inspection)

[inspection.gc.ca/safefood](https://inspection.gc.ca/safefood)