

Determining verification frequency — National programmes

This guidance applies for businesses that have registered and are operating the Risk Based Measure (RBM) they are required to. If a business opts to register a higher RBM than they are required to they should only be verified at the frequency that applies to the required risk based measure.

Guidance
Set the frequency of verification at:

NP1	NP2	NP3	
6	5	4	– If willing and able to comply
4	3	2	– If unwilling and/or unable to comply
1	1	1	– If immediate risk to public health (Escalate to compliance).

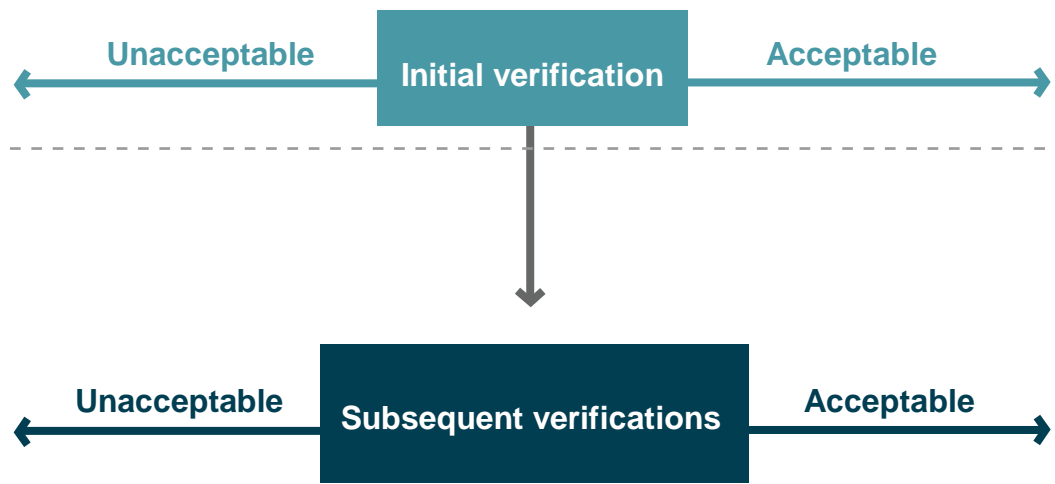
Regulations
Increase the frequency of verification (i.e. decrease the step) to:
NP1 – Step 1 – 7
NP2 – Step 1 – 6
NP3 – Step 1 – 5
(Food Regulations 94(3))

Regulations (Food regulations 91-93)

Initial verification must be completed by		
	Existing businesses (was operating prior to 1 March 2016)	New businesses (started operating post 29 Feb 2016)
NP1	Within 1 year of registering	Within 6 weeks of registering
NP2	Within 1 year of registering	Within 6 weeks of registering
NP3	Within 6 months of registering	Within 6 weeks of registering

Note: Timeframe for initial verification of new business can be extended in accordance with regulation 94A.

Regulations
Verification frequency must be set at:
NP1 – No further verifications (Step 8)
NP2 – 3 years (Step 7)
NP3 – 2 years (step 6)
(Food Regulations 94)



Guidance
Decrease 1 – If willing and able to comply
Decrease 2 – If unwilling and/or unable to comply
Set to Step 1 – If immediate risk to public health (Escalate to compliance).

Regulations
Verification frequency must be increased (i.e. decrease the step) to:
NP1 – Step 1 – 7
NP2 – Step 1 – 6
NP3 – Step 1 – 5
(Food regulations 94 (3))

Guidance
Increase only one step unless there is justification to change more than one step. Further guidance on what constitutes sufficient justification will be available later in 2016.

Regulations
Verification frequency must be reduced (i.e. increase the step) to:
NP1 – Step 2 – 8
NP2 – Step 2 – 7
NP3 – Step 2 – 6
(Food Regulations 94(4))

Regulations

Step	Time between different verifications
8	No verification
7	3 years
6	2 years
5	18 months
4	12 months
3	9 months
2	6 months
1	3 months

(Food Regulations 94(1))

Regulations

Criteria for determining frequency of verification

- The **competence of the operator** in managing the activities of the food business;
- The **effectiveness of process controls** established for the food business;
- The **activities and conduct of the operator** that affect the safety or suitability of food;
- The **effectiveness of environmental controls** such as controls on cleanliness, pests, and water supply;
- The **compliance history** of the operator in relation to the Act
(Food Regulations 84).

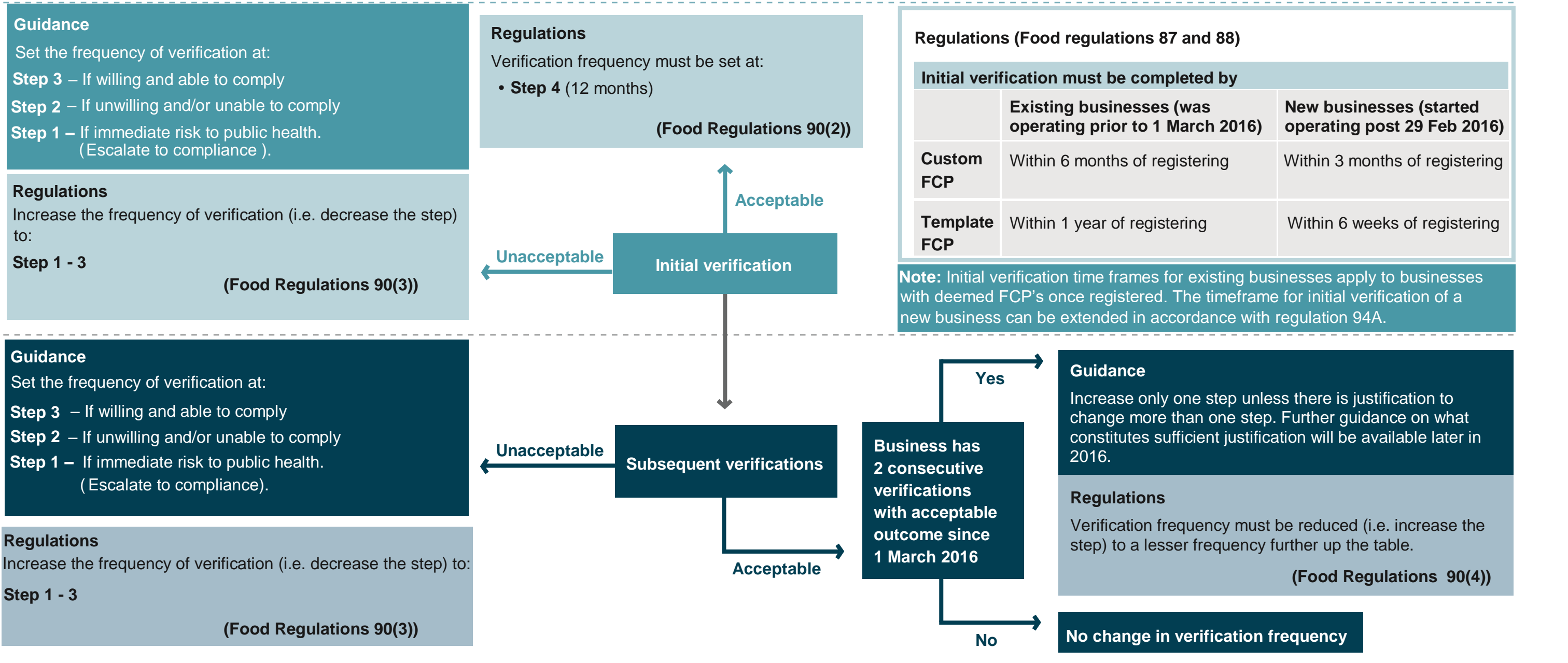
Guidance

Effective criteria:

- Is the business willing to comply
- Is the business able to comply

Determining verification frequency — Food Control Plans

This guidance applies for businesses that have registered and are operating the Risk Based Measure (RBM) they are required to. If a business opts to register a higher RBM than they are required to they should only be verified at the frequency that applies to the required risk based measure.



Regulations

Step	Time between verifications
5	18 months
4	12 months
3	9 months
2	6 months
1	3 months

(Food Regulations 90(1))

- Regulations**
- Criteria for determining frequency of verification
- The **competence of the operator** in managing the activities of the food business;
 - The **effectiveness of process controls** established for the food business;
 - The **activities and conduct of the operator** that affect the safety or suitability of food;
 - The **effectiveness of environmental** controls such as controls on cleanliness, pests, and water supply;
 - The **compliance history** of the operator in relation to the Act. (Food Regulations 84)

- Guidance**
- Effective criteria:**
- Is the business willing to comply
 - Is the business able to comply