Food safety

Supplier Evaluation and Auditing

One day to organise the approval and monitoring of your suppliers according to risk, as BRCGS, IFS and FSSC 22000 expect. Risk assessment of materials, questionnaires, certificates, audits, performance indicators, subcontractors: the method is applied to your supplier list, and the day ends with the preparation of a supplier audit.

Duration : 1 day

Objectives

1. Assess the risk of raw materials, packaging and purchased services
2. Build an approval procedure proportionate to risk: questionnaire, certificate, testing, audit
3. Use a GFSI certificate and its audit report without redoing the certification body's work
4. Prepare and conduct a supplier audit, from checklist to report
5. Monitor supplier performance and decide on actions when it drifts

Programme

Day 1 — morning

• What GFSI standards ask for: approval, monitoring, outsourcing, service providers

• Risk assessment by material: hazards, fraud, allergens, origin, history

• Approval levels: questionnaire, certificate, testing, audit; the case of traders and intermediaries

• Specifications, technical requirements and contractual commitments

Day 1 — afternoon (workshop)

• Preparing a supplier audit: scope, checklist, documents to request, visit plan

• Conducting the audit on ISO 19011 principles: opening meeting, evidence, interviews, closing meeting

• Writing usable findings and following up corrective actions

• Performance indicators, annual review, removing a supplier from the list

• Workshop: risk ranking of your suppliers and an audit checklist for one of them

Teaching methods

• Work on your supplier list and your current questionnaires

• Commented reading of a GFSI audit report to extract the useful information

• Role play: opening meeting and interview with a supplier

• Examples drawn from supplier audits carried out on behalf of buyers

• Final test on classifying a fictional supplier

Assessment and documents

Knowledge test at the end of the day, reaction survey at D+1. Numbered certificate verifiable online for each participant; training report, supplier ranking and audit checklist produced in the workshop handed to the company.

Bilingual materials for every participant; each classroom course comes with its digital twin on OmniLearn.

Good to know

For the vulnerability of materials to fraud, see “Food Defense (TACCP) and Food Fraud (VACCP)”. The course “Food Safety Internal Auditor (GFSI)” goes deeper into audit technique over two days.

Practical information

Duration	1 day
Audience	Quality, purchasing, supply, R&D
Prerequisites	No prerequisites
Group size	Groups of 6 to 12 participants, in-company
Format	In-company, face to face on your site
Language	French, Darija or English; bilingual materials
Funding	OFPPT special training contracts (TFP), GIAC, Maroc PME: we prepare the applications with you, at no extra cost.
Programme customisation	Programme adapted to your procedures, your equipment and your audience

Frequently asked questions

Do we have to audit all our suppliers?

No. The standards ask for a risk-based approach. A supplier certified to a GFSI standard for the right scope can often be approved on its certificate; audits are reserved for the materials and suppliers at highest risk.

Are remote audits accepted?

They can complement the system, for example to review documents. A visit to the workshops remains the best way to assess a high-risk supplier; the course helps you choose depending on the case.

Can ACG carry out these audits for us?

Yes. ACG audits suppliers and co-packers in Morocco and worldwide on behalf of buyers. The course aims to make your teams autonomous for routine approval.

Who should attend?

Purchasing and quality together. Approving a supplier is a shared decision: purchasing knows the market, quality assesses the risk.