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1. PURPOSE AND OBJECTIVE

1.1   Food Producing Establishments and food suppliers provide food to the UN through the Rations contractor. The Contractor is responsible to qualify and select suppliers that are able to meet UN Rations Standards. This Certification Standard defines conditions for the Contractor's Quality Management System, and its quality control program pertaining to source selection, an essential requirement for the fulfillment of UN's Quality Assurance objectives.

1.2   This standard is designed to replace the burden of repetitive proof of compliance that the Contractor must provide for every shipment of food with a structured risk-based inspection/validation mechanism as described in SOW Part I, Exhibit B 3 "Inspection". The cornerstone of this risk-based approach is the creation and maintenance of the Contractor's supplier data-base for the purposes of identifying, recording and monitoring individual supplier performance in order to reduce routine and repetitive product inspection by a system of tracking inspection results. When the system is implemented, it has the potential of reducing costs associated with rejections of food, along with the impact in operational disruptions associated with such rejections.

1.3   This standard outlines basic guidelines for the Contractor to: a) evaluate, qualify and select suppliers; b) provide substantiation to the UN regarding the appropriateness of the supplier's control programs to meet the UN Rations Standards as described in SOW Part I, Exhibit B and C) obtain validation from the UN Quality Assurance Unit, for the purposes of streamlining the product inspections in the Mission. For clarity, "food producing establishment", "supplier" and "sources" is used interchangeably to mean "suppliers'" from which the contractor proposes to procure food for the contract.

2. QUALITY MANAGEMENT REQUIREMENTS

2.1   The Contractor must be certified against a Food safety management system such as ISO-22000:2005 or equivalent system such as BRC, Dutch HACCP, SQF and IFS.

2.2   Where a contractor is in the process of certification, this must be obtained within 6 months of contract signature, as defined in Article 3.4 of SOW Part I.

2.3   The certification must include the contractor's operations needed to fulfill the requirements of the contract as outlined in Article 3.3, SOW Part I i.e. procurement, storage and distribution of food. The contractor shall maintain valid certification for the term of the contract.

2.4   Certificates must be issued by accredited certification bodies for Food safety Systems. The accreditation body must be a member of IAF (or regional groups members of IAF) and signatory of MLA of Quality Management System.

3.   SUPPLIER CLASSIFICATION GUIDELINES

3.1   The Contractor shall evaluate and select suppliers able to meet UN Rations Standards as outlined in Exhibit B, SOW Part I. The contractor shall validate such sources and classify the suppliers into the following categories, herein named as Levels 1-4 establishments. The Levels shall determine the compliance criteria the Contractor is required to fulfill during contract performance as described in SOW Part I, Exhibit B-3 "INSPECTION".

3.2   Establishments selected by the contractor as sources of supply to the UN shall be classified as:

- Level 1 Establishment: Food establishments under the rules and regulations of Australia/New Zealand, U.S.A. or European Union Countries.

- Level 2 Establishments: Food establishments included in the list of approved establishments to export to U.S.A. or to the European Union. Approved Establishments lists are available the following websites:

    EU Approved Lists: http://ec.europa.eu/food/food/biosafety/establishments/third_country/index_en.htm

    USA Approved Lists: http://www.fsis.usda.gov/regulations_&_policies/index_of_certified_countries/index.asp

- Level 3 Establishments: Food establishments certified against a Food Safety Management System such as ISO-22000:2005 or equivalent system such as BRC, Dutch HACCP, SQF and IFS. These establishments must be certified for its core operation i.e., processing perishable animal products, including all activities after farming e.g., slaughtering and/or processing animal products with long shelf life at ambient temperatures. The certificate must be issued by an accredited certification body for Food Safety Systems.

- Level 4 Establishments: Food Establishments not included in Levels 1, 2 and 3, but under the official surveillance of Competent Authorities at the country of Origin and able to substantiate compliance to UN Rations Standards as outlined in Exhibit B of SOW Part I.

4.   VALIDATION AND RECORDING PROCESS OF CONTRACTOR'S SUPPLIERS

4.1.   The contractor must submit to the UN a request for validation of its food suppliers (food producing/ processing establishments) that it has qualified and selected to supply based on the Contractor's verification of the ability of the supplier to meet the UN Rations Standards as defined in SOW Part I, Exhibit B. If the supply source is a wholesaler, the contractor must ensure that the wholesaler is also classified as 3.2 above; but the food producing establishment shall remain the primary unit for compliance validations.

4.2.   The contractor shall initiate the validation request upon contract signature and continuously update supplier validation during contract performance. The contractor may NOT supply food to the UN without obtaining a validation approval from the UN.

4.3 Waiver of supplier validation: The contractor may request for a waiver of validation from the Mission for the mobilization period and further up to three (3) cycles of food delivery from contract signature.

4.4 Supplier validations are not contract specific and shall be valid for all food rations contract(s) that the Contractor may have with the UN.

4.5. Contractor's Request for Supplier Validation:

- After completion of contractor's internal supplier selection processes, the Contractor submits the request for validation of selected suppliers, along with required supporting documents as specified below with the UN where the ration contract is awarded.

- United Nations reviews the documents submitted by the contractor and grants or denies validation based on the completeness of the submission requirements as defined in 4.6 below. The Contractor may provide further documentation to substantiate supplier qualification, in cases of denial resulting from incomplete / insufficient documentation.

- United Nations validates the suppliers, designates a validation number and maintains a database and lists of validated suppliers for the purposes of evaluation and performance monitoring.

4.6 Document Requirements for Validation:

Contractor shall submit the request for validation in the format attached as Annex A to this standard, including required documentation outlined below.

- Copy of registration in the country of origin for production/processing food for human consumption.

- Contractor's assessment report of the proposed supplier.

Additionally, specific documentations for suppliers of food of animal origin

- Level 1 Establishments:

    - HACCP certification

- Level 2 Food Establishments:

    - HACCP certification

    - Copy of the certification of the approval (by EU or USA) to export food to these countries

- Level 3 Food Establishments:

    - Copy of Food Safety Management Certification

    - Copy of control plan applicable to UN products, including pre-requisite programs, and control of contaminants as outlined in SOW Part I, Exhibit B1 - GEN-01 Contaminants.

    - Copy of most recent Internal Food Safety Audit

- Copy of most recent external Food Safety Audit

- Level 4 Food Establishments:

  - Copy of HACCP certification

  - Copy of HACCP plan, including Pre-requisite programs

  - Copy of a control plan applied to UN products to be supplied (including control of contaminants as outlined in SOW Part I, Exhibit B1 - GEN-01 Contaminants)

  - Copy of Internal Food Safety Audits for 2 years

  - Copy of Competent Authority's Inspection Reports/Third Party Audit Reports

  - Copy of Contractor's food safety audit and assessment of the establishment

5. Validation Record

5.1 Contractor is provided with a Number for Validated suppliers.

5.2 The Validation number is attached to a specific Establishment Level which determines proof of compliance requirements for the Contractor, as outlined in SOW Part I, Exhibit B 3 –"Inspection" and UN Quality Assurance focus during contract performance.

Applicable Reference Documents:

- UN Rations Standards, Exhibit B of SOW Part I

- **ISO 22000:2005** Food Safety Management Systems: Requirements for any organization in the food chain

- **CODEX** CAC/RCP 1-1969, Rev. 4- 2003: Recommended International Code of Practice. General Principles of Food Hygiene

- **CODEX** CAC/GL 60-2006: Principles for Traceability/Product Tracing as a Tool within a Food Inspection and Certification System

6. ANNEXES

- Annex A: Supplier Validation Request

Annex B: List of Validated Suppliers

Annex A: Supplier Validation Request

Validation Number

LEVEL			
Establishment LEVEL 1	Establishment LEVEL 2	Establishment LEVEL 3	Establishment LEVEL 4

1. CONTRACTOR INFORMATION

CONTRACTOR NAME	
ADDRESS	
COUNTRY	
UN CONTRACT NUMBER	

2. ESTABLISHMENT INFORMATION

ESTABLISHEMENT NAME	
ADDRESS	
COUNTRY	
ESTABLISHEMENT REGISTRATION NUMBER	

3. COMMODITIES PROPOSED

UN CODE	COMMODITY DESCRIPTION	COMMERCIAL NAME	

4. REQUIRED DOCUMENTS

DOCUMENT TYPE		VALIDITY
COPY OF CONTRACTORS FOOD SAFETY AUDIT ASSEMENT REPORT		
COPY REGISTRATION IN COUNTRY OF ORIGIN		
COPY ISO 22.000 CERTIFICATE OR FSMS CERTIFICATION		
COPY OF CERTIFICATION APPROVAL FOR IMPORT TO EU OR USA (Food of Animal Origin)		
COPY OF CONTROL PLAN		
COPY OF OTHER FOOD SAFETY CERTIFICATES		
COPY OF QUALITY MANAGEMENT CERTIFICATES		
COPY OF ENVIROMENTAL MANAGEMENT CERTIFICATES		
COPY OF CONTRACTOR'S ASSESSMENT of Establishment		

5. UN QUALITY ASSURANCE UNIT CONTROL

COMPLETE DOCUMENTATION	YES☐ NO ☐
LEGIBLE DOCUMENTATION	YES☐ NO ☐
DOCUMENTATION ON REQUEST	DATE:
DOCUMENTATION RECIEVED	DATE:
VALIDATION APPROVAL	YES☐ NO ☐
	DATE:

CONTROLLED BY (NAME)	SIGNATURE

Annex B: LIST of VALIDATED SUPPLIERS

COMMODITY CODE	COMMODITY NAME

PRODUCT RISK		
LOW	MEDIUM	HIGH

ESTABLISHMENT INFORMATION			PRODUCT INFORMATION		
NAME	Validation NUM.	LEVEL	INSPECTION LEVEL	COMMERCIAL NAME	