RSB
Rwanda Standards Board

The guidelines meant for RSB certified clients transiting to ISO 22000: 2018 Food Safety Management System

Introduction
This guide will explain some of the most important changes in the new ISO22000:2018 standard. While this client information note only gives a brief overview of the most significant requirements, it is highly recommended to review the annex to this document

Transition

ISO 22000:2018 was published on June 29, 2018 https://www.iso.org/news/ref2301.html. The revised version cancels and replaces ISO 22000:2005. Organizations have three years from the date of publication for transition to the new version (IAF resolution 2018-15). This means that certified clients have until 29 June 2021 for transition and comply with ISO 22000:2018 to remain ISO 22000 certified.

The main changes in the new version of ISO 22000:2018 are:
• The high-level structure: In order to make life easier for businesses using more than one management system standard, the new version of ISO 22000 will follow the same structure as all the other ISO management system standards, the High Level Structure (HLS).

• The risk approach: the standard now includes a different approach to understanding risk. Not only addresses risk-based thinking on an operational level, but also on an organisational level.

• The PDCA cycle: the standard clarifies the Plan-Do-Check-Act cycle, by having two separate cycles in the standard working together: one covering the management system and the other covering the principles of HACCP

• The operation process: a clear description is given of the differences between key terms such as: Critical Control Points (CCPs), Operational Prerequisite Programmes (OPRPs) and Prerequisite Programmes (PRPs)

Detail on changes appear on the annex as Cross references between ISO 22000:2018 and ISO 22000:2005.

The certified clients take the following steps to prepare for transition

Identify organizational gaps which need to be addressed to meet new requirements.
Develop an implementation plan.
Provide appropriate training and awareness for all parties that have an impact on the effectiveness of the organization.
Update the existing food safety management system (FSMS) to meet the revised requirements and provide verification of effectiveness
Liaise with RSB for transition arrangements

Validity of certifications to ISO 22000:2005
The expiry date of certifications to ISO 22000:2005 issued during the transition period shall correspond to the end of the three-year transition period from the publication date. Expiration of certificates to ISO 22000:2005 is not later than June 2021

ISO 22000:2005 certifications will not be valid after three years from publication of **ISO 22000:2018**

Processing of Applications

RSB shall cease from accepting re-certification applications from applicant organisations to ISO 22000:2005 by June 2020 as part of its transition to ISO 22000:2018

RSB will start conducting audits against ISO 22000:2018 in October 2019. All audits done between October and end of **June 2020 (**deadline for accepting applications based on ISO 22000:2005), will take into consideration the management system's preparedness for the changes.

RSB ensures that the evaluation of a client's conformance to the new requirements during the transition phase does not interfere with the client's on-going conformance to ISO 22000:2005.

Transition of existing licenses to ISO 22000:2018 shall be permitted only after successful completion of surveillance, re-certification and or special audits against ISO 22000:2018.

Where transition audits are carried out in conjunction with scheduled surveillance or recertification (i.e. progressive or staged approach), additional time will be required to ensure that all activities are covered for the existing and new standard requirements.

Existing Licenses and Transition Audits

Starting October 2019, RSB strongly recommends your management   to consider having all types of audits (Initial, Surveillances and Recertification) according to ISO 22000:2018.

Nonconformities to the requirements of ISO 22000:2018 may be raised against organizations currently certified to ISO 22000: 2005, but will not lead to suspending or withdrawing certification until the end of the three (3) years i.e June 29 2021.

Your existing ISO 22000:2005 certificates will be renewed as ISO 22000:2018 certificates only when the FSMS concerned has been successfully audited as conforming to the new version in time (at least six months i.e December 2020 prior to end of the transition period); This is strongly recommended to any affected client in order to maintain a valid ISO 22000 certified status at the end of the transition period June 29 2021.

At the end of the transition period, any outstanding nonconformity to ISO 22000:2018 will become active and will affect certification by June 29 2021

Any existing certificates that shall not have transited by **June 29 2021**shall have their certifications cancelled and withdrawn.

Three (3) years after the publication of ISO 22000: 2018, any existing ISO 22000:2005 certificate accredited by an IAF member will no longer be considered valid. Accredited certificates issued to ISO 22000:2005 after the date of publication of ISO 22000:2018 shall state an expiry date of 29 June 2021

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Any existing certificates that shall not have transited by **June 20 2021**shall have their certifications cancelled and withdrawn

Note: For more information on transition visit, **Email: info@rsb.gov.rw; www.rsb.gov.rw.**

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Annex: Table of differences/changes made from ISO 22000:2005 to ISO 22000:2018

ISO 22000:2018	ISO 22000:2005
4 Context of the organization	New heading
4.1 Understanding the organization and its context	New
4.2 Understanding the needs and expectations of interested parties	New
4.3 Determining the scope of the food safety management system	4.1 (and new)
4.4. Food safety management system	4.1
5 Leadership	New heading
5.1 Leadership and commitment	5.1, 7.4.3 (and new)
5.2 Policy	5.2 (and new)
5.3 Organizational roles, responsibilities and authorities	5.4, 5.5, 7.3.2 (and new)
6 Planning	New heading
6.1 Actions to address risks and opportunities	New
6.2 Objectives of the food safety management system and planning to achieve them	5.3 (and new)
6.3 Planning of changes	5.3 (and new)
7 Support	New heading
7.1 Resources	1, 4.1, 6.2, 6.3, 6.4 (and new)
7.2 Competence	6.2, 7.3.2 (and new)
7.3 Awareness	6.2.2
7.4 Communication	5.6, 6.2.2
7.5 Documented information	4.2, 5.6.1
7.1. Resources	6
7.1.1 General	6.1
7.1.2 People	6.2, 6.2.2 (and new)
7.1.3 Infrastructure	6.3
7.1.4 Work environment	6.4
7.1.5 Externally developed elements of the food safety management system	1 (and new)
7.1.6 Control of externally provided processes, products or services	4.1 (and new)

7.2 Competence	6.2.1, 6.2.2, 7.3.2
7.3 Awareness	6.2.2
7.4 Communication	5.6
7.4.1 General	6.2.2 (and new)
7.4.2 External communication	5.6.1
7.4.3 Internal communication	5.6.2
7.5 Documented information	4.2
7.5.1 General	4.2.1, 5.6.1
7.5.2 Creating and updating	4.2.2
7.5.3 Control of documented information	4.2.2, 4.2.3 (and new)
8. Operation	New heading
8.1 Operational planning and control	New
8.2 Prerequisite programmes (PRPs)	7.2
8.3 Traceability system	7.9 (and new)
8.4 Emergency preparedness and response	5.7 (and new)
8.5 Hazard control	7.3, 7.4, 7.5, 7.6, 8.2 (and new)
8.6 Updating the information specifying the PRPs and the hazard control plan	7.7
8.7 Control of monitoring and measuring	8.3
8.8 Verification related to PRPs and the hazard control plan	7.8, 8.4.2
8.9 Control of product and process nonconformities	7.10
8.1 Operational planning and control	7.1 (and new)
8.2 Prerequisite programmes (PRPs)	7.2
8.3 Traceability system	7.9 (and new)
8.4 Emergency preparedness and response	5.7
8.4.1 General	5.7
8.4.2 Handling of emergencies and incidents	New
8.5 Hazard control	New heading
8.5.1 Preliminary steps to enable hazard analysis	7.3
8.5.1.1 General	7.3.1

8.5.1.2 Characteristics of raw materials, ingredients and product contact materials	7.3.3.1
8.5.1.3 Characteristics of end products	7.3.3.2
8.5.1.4 Intended use	7.3.4
8.5.1.5 Flow diagrams and description of processes	7.3.5.1
8.5.1.5.1 Preparation of flow diagrams	7.3.5.1
8.5.1.5.2 On-site confirmation of flow diagrams	7.3.5.1
8.5.1.5.3 Description of processes and process environment	7.2.4, 7.3.5.2 (and new)
8.5.2 Hazard analysis	7.4
8.5.2.1 General	7.4.1
8.5.2.2 Hazard identification and determination of acceptable levels	7.4.2
8.5.2.3 Hazard assessment	7.4.3, 7.6.2 (and new)
8.5.2.4 Selection and categorization of control measure(s)	7.3.5.2, 7.4.4 (and new)
8.5.3 Validation of control measure(s) and combination(s) of control measure(s)	8.2
8.5.4 Hazard control plan (HACCP/OPRP plan)	New heading
8.5.4.1 General	7.5, 7.6.1
8.5.4.2 Determination of critical limits and action criteria	7.6.3 (and new)
8.5.4.3 Monitoring systems at CCPs and for OPRPs	7.6.3, 7.6.4 (and new)
8.5.4.4 Actions when critical limits or action criteria are not met	7.6.5
8.5.4.5 Implementation of the hazard control plan	New
8.6 Updating the information specifying the PRPs and the hazard control plan	7.7
8.7 Control of monitoring and measuring	8.3
8.8 Verification related to PRPs and the hazard control plan	New heading
8.8.1 Verification	7.8, 8.4.2
8.8.2 Analysis of results of verification activities	8.4.3
8.9 Control of product and process nonconformities	7.10
8.9.1 General	7.10.1, 7.10.2
8.9.2 Corrections	7.10.1
8.9.3 Corrective actions	7.10.2
8.9.4 Handling of potentially unsafe products	7.10.3

8.9.4.1 General	7.10.3.1
8.9.4.2 Evaluation for release	7.10.3.2
8.9.4.3 Disposition of nonconforming products	7.10.3.3
8.9.5 Withdrawal/recall	7.10.4
9 Performance evaluation	New heading
9.1 Monitoring, measurement, analysis and evaluation	New heading
9.1.1 General	New
9.1.2 Analysis and evaluation	8.4.2, 8.4.3
9.2 Internal audit	8.4.1
9.3 Management review	5.8 (and new)
9.3.1 General	5.2, 5.8.1
9.3.2 Management review input	5.8.2 (and new)
9.3.3 Management review output	5.8.1, 5.8.3
10 Improvement	New heading
10.1 Nonconformity and corrective action	New
10.2 Continual improvement	8.1, 8.5.1
10.3 Update of the food safety management system	8.5.2