

## Example of some information that can be included within a **Supplier Allergen Risk Review Questionnaire**

Contact Details
Supplier details such as company name, address, contact details, main technical contact, date
Raw Material
Name of the material / ingredient supplied, codes
Can information about the material such as specifications, process flow diagram be provided?
Facility
Is a Food Safety Program in place? Is it independently audited and certified [if yes by who and date of most recent audit]? This information should align with the information in the PIF.
Can a copy of the audit report or at least a summary of the audit report be provided?
Is there a documented food recall procedure?
Is there a quality policy?
Is there a documented allergen management plan and if yes, does it include management of cross contact allergens?
What are the allergens on site?
What is the potential for allergen cross contact occurring?
Is there a documented procedure to prevent allergen cross contact?
Has an allergen risk review carried out for this raw material?
Does the supplier have specifications available for all the raw materials that make up the ingredient/material supplied?
<ul style="list-style-type: none"> <li>Is there a procedure for traceability for these raw materials?</li> <li>Has an allergen risk review been carried out for these raw materials?</li> </ul>
Are there documented cleaning procedures? Are they validated?
Is personnel movement controlled in the facility?
Are staff trained about allergens?
Are internal audits carried out to ensure the above takes place?