



## **AFIS Pty Ltd Quality Assurance Questionnaire. Edition 6– 2024**

**Supplier:** Australian Food Ingredient Suppliers Pty Ltd (AFIS Pty Ltd)

**Address:** 45 Chard Road  
Brookvale NSW 2100  
Australia

**ABN** 23 002 563 939

**Factory:** Located at above address

**Contacts:** Graeme Dossetor (Managing Director) +61416 206 661  
Susan Marsh (R&D and Purchasing) +61 416 079 670  
Sebastian Vella (Technical Sales Manager) +61 4231 27402  
Susan Stanton (Quality Assurance and Compliance) +612 9905 0226

**Telephone:** +61 2 9905 0226

**Email:** [info@afis.com.au](mailto:info@afis.com.au) <mailto:sales@afis.com.au>

**Website:** [www.afis.com.au/](http://www.afis.com.au/)

**Quality System:** SQF Quality Code Edition 9.0

**Food Safety Systems** SQF Food Safety Code for Manufacturing Edition 9.0  
Certificate Number: AU17/113614

HACCP Based upon Codex Alimentarius General Principles of Food Hygiene CXC 1-1969 (2020)  
Certificate Number: AU14/8611

**Audited By:** SGS Systems & Services Certification Pty Ltd  
Date of last audit 17<sup>th</sup> August 2023

Certificate copies downloadable from our website: [www.afis.com.au/quality](http://www.afis.com.au/quality)

**Technical/QA** All queries should be sent to [technical@afis.com.au](mailto:technical@afis.com.au)

**Product Specifications:** [www.afis.com.au/products](http://www.afis.com.au/products)

**Safety Data Sheets:** Please contact [technical@afis.com.au](mailto:technical@afis.com.au)

**Public & Product Liability Insurance:** Value no less than AUD\$20 million

**Insurance Company:** Underwritten by Guild Insurance Limited – ABN 55 004 538 863 AFS  
Licence No: 233791

**Products:** AFIS receive, store, manufacture, pack and dispatch/deliver product for customers accordingly. As such, these activities are covered by the SQF program (Module 19 – Food Ingredient Manufacture). All products on site are covered by the scope of the SQF Edition 9.0 AFIS manufactures or on sells food ingredients, food colouring, food flavours, food additives, processing aids, essential oils and herbal/spice extracts.



## 1.4 FOOD SAFETY AND QUALITY POLICY STATEMENT

*It is the policy of Australian Food Ingredient Suppliers (AFIS) to source, manufacture, package and supply safe, legal and reliable products and to perform these functions in an efficient and professional manner in order to fully meet or exceed customer expectations at all times.*

*AFIS company personnel, without exception, are accountable for product safety and quality and operate in an atmosphere of food safety culture.*

*AFIS recognises that its employees are its most valuable asset and will build a quality and food safety capability, mindset and culture by developing employees' competencies and skills, increase awareness, manage risk and drive, increasing levels of excellence across AFIS, to improve its future effectiveness.*

*The AFIS Quality System described in the Food Safety and Quality Manual and supporting documentation, endorses the requirements of the SQF Quality Code Edition 9 and SQF Food Safety Code for Manufacturing, Edition 9 and is designed to position AFIS as a compelling supplier in its sector.*

*All Managers and supervisors will ensure a sustainable quality and food safety culture through the implementation of the objectives of this policy and these are integrated into day to day work practices.*



AUTHORISED BY: MANAGING DIRECTOR

Date; 8<sup>th</sup> July 2022

## **POLICY PROCEDURE**

*AFIS will ensure the safe & quality supply of product to customers through the management of the Quality & Food Safety (HACCP) system and via the entire staff operating in an atmosphere of food safety culture.*

*This commitment is documented within the quality & food safety manual (Quality Policy preceding). The systems have been developed by the HACCP Team under the direction of the Technical, Regulatory and Purchasing Manager, with both the manual and all associated food safety and quality systems incorporating all requirements of the FSANZ Food Standards Code, the NSW Food Authority, SQF Edition 9, & other customer and regulatory requirements covering food safety and food quality.*

*The facility is registered with the NSW Food Authority.*

*AFIS will ensure that through industry contacts and reviews during management review and internal audit, they are informed of all necessary requirements for food safety issues, food regulations, legislative, scientific and technical developments applicable.*

*AFIS will make available appropriate resources to achieve the requirements and meet its obligations initially and ongoing.*

*The SQF practitioners are responsible & has authority for the SQF Edition 9 system.*

*The quality policy statement also demonstrates and supports the company's commitment. All employees have physical access to the quality & food safety manual and the quality policy statement is displayed. All employees are appropriately trained to carry out their functions.*

*Management ensures the effectiveness of the system by:*

*Ensuring that roles, responsibilities and authorities are clearly communicated in the food business;*

*Maintaining the integrity of the system when changes are planned and implemented;*

*Verifying that controls are carried out and working and that documentation is up to date*

*Ensuring that appropriate training and supervision are in place for personnel*

*Ensuring compliance with relevant regulatory requirements; and*

*Encouraging continual improvement, considering developments in science, technology and best practice.*

*In the case of absence of key employees, responsibilities will be shared as appropriate with applicable team members.*

*Annual review of the food safety & quality manual shall measure the effectiveness of the program.*

## **Food Safety and Quality Management Systems**

Summary of food safety and quality procedures and how we ensure compliance to SQF Edition 9.0 is outlined in the following sections of our FSQM Manual:-

- *Amendments Register Form 1.3 – Section 2.2*
- *Food Safety and Quality Policy 1.4*
- *Quality Management Structure*
- *Documentation and Data Control – Section 2.0*
- *Product Specification – Section 7.3.1*
- *Training – Section 17.0*
- *Product Identification and Traceability – Section 15.0*
- *Corrective and Preventative action (including Business Continuity)– Section 6.0*
- *Good Manufacturing Practices (GMP) Procedures and Policies – Section 13.0*
- *Cleaning Procedures – Section 20.0*
- *Pest Control – Section 21.0*
- *Calibration – Section 19.0*
- *Maintenance– Section 18.0*
- *Approved Supplier Program (including VACCP)– Section 8.0*
- *Product Recall – Section 16.0*
- *Labelling – Sections 2.5, 12.0 and Section 15.1.1*
- *Allergens – Section 14.0*
- *Continuous Improvement – Section 5.0*
- *Customer Focus - Section 5.3*
- *Products sampling and testing – Section 11.0.1*
- *Internal Audit - Section 5.2*
- *HACCP / Process Control / Verification Schedule – Sections 10.0, 11.0 & 7.7*
- *Forms Register – Section 1.2*

### **Product Listing**

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