 <p>SMALL SCALE FOOD PROCESSOR ASSOCIATION <small>SUPPORTS INDEPENDENT FOOD PROCESSORS & GROWERS</small></p>	<p>Document No: HUB.A.SOP.100 Effective Date: 7/26/22 Revision Date: NEW</p>
<p>Allergen Control SOP</p>	<p>Revised By: MDaskis Approved By: NRoss Reason for Revision: New</p>

OBJECTIVE:

This SOP identifies the Priority Allergens in Canada and the methods and procedures to control Allergens within the Food Hub and to the Finished Products. Allergens pose a significant health risk for those individuals who have a physical reaction (anaphylaxis and sensitivities) to specific food materials which are listed below. Health Canada has identified these allergens as those where Canadians are at most risk. Providing accurate and truthful information to the consumer of the presence of allergens in Food products is conveyed through the product label.

SCOPE

Our Food Hub is committed to controlling the use, storage, and labeling of allergens in the plant, in our products, and on the labels. It is within the power of all Hub Users to identify an allergen, how it is to be stored, enclosed/secured, and retained within the specific operating area where the allergen is used, and the food product is contained.

It is the responsibility of all Hub Users to be familiar with and follow the Food Hub Allergen Control program and other policies and procedures to ensure the control of allergens.

ALLERGENS IN CANADA

Allergens listed in the Canada Food and Drugs Act are:


- Eggs (Eggs)
- Gluten (wheat, rye, barley, and their derivatives)
- Milk (Milk)
- Mustard (Mustard)
- Peanuts (Peanuts)
- Seafood (Fish, Crustaceans and Shellfish)
- Sesame Seeds (Sesame Seeds)
- Soy (Soy)
- Sulphites (Sulphites)
- Tree Nuts (almonds, Brazil nuts, cashews, hazelnuts, macadamia nuts, pecans, pine nuts, and walnuts)
- Wheat (Wheat)

If exporting food products the respective regulations for declaring allergens in those countries must be investigated to ensure accurate labelling of food products.


ALLERGEN CONTROL PROCEDURES

Various controls and procedures are in place for the control of allergens. These include:

- Allergen Control Standard Operating Procedure

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- Identifies the overall program and procedures as well as the specific allergens of concern.
- Risk assessment through hazard analysis
 - Identifies where and when an allergen is present, the physical presence within the facility and the likelihood that the allergen will be in the final product and what steps are taken to reduce potential unintentional inclusion of the allergen in the products and processes.
- Formulation control
 - All formulations are evaluated for the presence of allergens through the raw materials and specifications, labelling the raw materials of the allergen present, preparation instructions, and final product labelling.
- Ingredient management
 - From purchasing, receiving, storage and use, if an allergen is present in the ingredient, it is labelled and stored appropriately in its dedicated location to alert others of its presence.
- Process controls
 - When an allergen is used in production the various process steps must be identified to the Hub Manager to ensure all sanitation steps are conducted appropriately and if verification activities are required for the absence in common areas and on equipment.
- Packaging management
 - Strict control of in-process to packaging of products containing allergens must be in effect to ensure appropriate cleaning of packaging equipment, segregation of excess or disposal of packaging materials and that any residual packaging that is stored back in common areas is identified clearly and contained.
- Label control
 - Accurate Labelling and label control when in storage is critical and the only method of conveying the presence of allergens in the product to the consumer. Any changes to raw materials and must be evaluated for the presence of allergens and if present then all existing labels containing those materials must be reviewed to ensure compliance for the presence of the allergen.
- Personnel training
 - The consumer is relying on all personnel within the various stages of food production to have knowledge of food Allergens and the various steps taken within the facility to safe-guard the final products from unintentional inclusion of an allergen in the product and if the product is expected to contain an allergen that it is clearly marked within the ingredient statement on the package.
 - All personnel are expected to convey the presence of an allergen that is not placed in the designated area, or has been involved in a spill, or has unintentionally been included in a product to alert their immediate supervisor or the Hub Manager. If there is a spill, designated personnel must be requested to supervise the cleanup.

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TRAINING

All Hub Users must have annual training on the Allergen Control SOP to ensure current information is used. Annual training provides Hub Users with a reminder of the critical nature of this process. A record of the training must be maintained to ensure the training is current and all Hub Users have received and understand this information.

REVIEW

This SOP must be reviewed as regulations are changed or at a least annually.

It must also be reviewed when changes occur within the Food Hub that may affect the potential impact of the final products resulting from allergens. This can include the addition of new equipment, new formulations, new or substituted raw materials and new Food Hub Users.