

# Conference for Food Protection

---

## Conference for Food Protection Requirements for Certification Organizations to Provide Food Protection Manager Certifications using the ISO 17024 Personnel Certification Standard

---

---

### Preamble/History

The Conference for Food Protection (“CFP”), is an independent voluntary organization that promotes food safety and consumer protection and includes in its responsibilities the establishment and maintenance of the *Standards for Accreditation of Food Protection Manager Certification Programs* (“CFP STANDARD”).

Starting in 2012 CFP began consideration of the *ISO/IEC 17024, Conformity assessment – General requirements for bodies operating certification of persons* (“ISO 17024 STANDARD”) as an alternative accreditation standard for certification bodies accredited or seeking accreditation under the existing CFP food Protection manager standards.

As an outcome of the 2016 Biennial Meeting of the Conference for Food Protection, the following charge was given to the Food Protection Manager Certification Committee (“FPMCC”):

Determining the process and requirements for potential acceptance of the International Organization for Standardization/ International Electrotechnical Commission (ISO/IEC) 17024-2012 for food protection manager certification as an additional option to and without impact on the existing CFP Standards for Accreditation of Food Protection Manger Certification Programs, with the input of standards development expertise from American National Standards Institute (ANSI).

This document is the result of the deliberation and recommendations from the FPMCC and represents the process and requirements for CFP to recognize a certification body that is accredited by ANSI under the ISO 17024 STANDARD.

The requirements described in this document shall be applied in conjunction with the ISO 17024 standard. All clauses of ISO 17024 standard continue to apply. This document provides supporting criteria to that standard for certification bodies that want to be recognized by the CFP.

## **SECTION 1.0 – CONFERENCE FOR FOOD PROTECTION ACCEPTANCE OF ISO 17024 ACCREDITED PROGRAMS**

- 1.0** Conference for Food Protection acceptance of ISO 17024 accredited Food Protection Manager Certification programs.
- 1.1** Wherein, the Conference for Food Protection (“CFP”) maintains the *Standards for Accreditation of Food Protection Manager Certification Programs* (“CFP STANDARD”);
- 1.2** And, the CFP recognizes *ISO/IEC 17024, Conformity assessment – General requirements for bodies operating certification of persons* (“ISO 17024 STANDARD”) as an alternative personnel certification standard to the CFP STANDARD;
- 1.3** And, that the recognition of ISO 17024 STANDARD does not impact the CFP STANDARD;
- 1.4** And, that the CFP recognizes that certification organizations accredited under either the CFP STANDARD or ISO 17024 STANDARD may offer Food Protection Manager Certifications;
- 1.5** So long as organizations seeking accreditation to provide Food Protection Manager Certifications using the ISO 17024 STANDARD abide by the requirements listed herein.

## **SECTION 2.0 – DEFINITIONS**

- 2.0** Definitions
- 2.1** For definitions please refer to *FDA Food Code, section 1-201.10*.

## **SECTION 3.0 – SCHEME**

- 3.0** Scheme
- 3.1** **Purpose.** The Purpose of the ISO 17024 STANDARD, as it relates to the CFP Food Protection Manager Certification is to ensure that:

“...the competencies assessed in the accredited certification program are those required for competent entry level performance in the role of Certified Food Protection Manager, as defined by (United States) law and industry standards, and

that they focus on factors related to the prevention of foodborne illness in the retail food industry,” (CFP STANDARD Section 4.10).

- 3.2 A food protection manager as addressed in *FDA Food Code, section 2-102.12* and *FDA Food Code, section 2-102.20*.
- 3.3 A Certified Food Protection Manager may work in a “food establishment” as defined in *FDA Food Code, section 1-201.10*.
- 3.4 **Scope.** The Food Protection Manager Certification is based on the *FDA Food Code*. Certification organizations must update their programs to the latest *FDA Food Code* version within five (5) years of its release.
- 3.5 **Geographic Limitations.**
  - A. The scope of this personnel certification is based on the United States FDA Food Code; therefore, it is inherently for individuals working in the United States or those who utilize its FDA Food Code;
  - B. So long as an applicant outside of the United States is certified through an accredited program adhering to the requirements set forth in this document, the CFP recognizes that certification as a Food Protection Manager Certification.
- 3.6 **Job Task Analysis.** Certification organizations must complete a job task analysis using the requirements defined in CFP STANDARD, section 4.4-4.6.

## SECTION 4.0 – PRE-REQUISITES

- 4.0 Pre-requisites
- 4.1 There are no training or other pre-requisites for Food Protection Manager Certification candidates.

## SECTION 5.0 – TRANSLATOR/TRANSLATION REQUIREMENTS

- 5.0 Translator/Translation Requirements
- 5.1 **Application Process.** In the event a personnel certificate candidate requires an onsite translator, the application process for translators must include clear and precise qualifications for those translators.
- 5.2 **Test Site Language Translation.** Certification organizations must follow the requirements set forth in CFP STANDARD, section 5.3.

## SECTION 6.0 – REPRESENTATION

### 6.0 Representation

- 6.1 Certificates.** All certificates delivered upon the successful passing of a certification exam accredited under the ISO 17024 STANDARD must include the Conference for Food Protection logo and the ANSI-ISO/IEC 17024 logo

## SECTION 7.0 – DOCUMENT REFERENCES

### 7.0 Document References.

- 7.1 FDA Food Code.** The FDA Food Code 2013.
- 7.2 CFP Standards.** The Conference for Food Protection Standards for Accreditation of Food Protection Manager Certification Programs, as amended at the 2018 Biennial Meeting of the Conference for Food Protection