

## 食品安全/品質管理系統驗證申請書

### Food Safety/ Quality Management System Certification Application Form

驗證標準: Certification Standard	<input type="checkbox"/> ISO 22000	<input type="checkbox"/> FSSC 22000	<input type="checkbox"/> HACCP	<input type="checkbox"/> ISO 9001
評鑑類型: Audit Type	<input type="checkbox"/> 初次驗證 Initial Certification <input type="checkbox"/> 重新驗證 Re-Certification <input type="checkbox"/> 增項 Scope Extension <input type="checkbox"/> 減項 Scope Reduction <input type="checkbox"/> 其他：驗證變更 Certification Change	<input type="checkbox"/> 初次驗證 Initial Certification <input type="checkbox"/> 重新驗證 Re-Certification <input type="checkbox"/> 增項 Scope Extension <input type="checkbox"/> 減項 Scope Reduction <input type="checkbox"/> 其他：驗證變更 Certification Change	<input type="checkbox"/> 初次驗證 Initial Certification <input type="checkbox"/> 重新驗證 Re-Certification <input type="checkbox"/> 增項 Scope Extension <input type="checkbox"/> 減項 Scope Reduction <input type="checkbox"/> 其他：驗證變更 Certification Change	<input type="checkbox"/> 初次驗證 Initial Certification <input type="checkbox"/> 重新驗證 Re-Certification <input type="checkbox"/> 增項 Scope Extension <input type="checkbox"/> 減項 Scope Reduction <input type="checkbox"/> 其他：驗證變更 Certification Change
認證機構: Certification Bodies	KAB	LL-C	其他	KAB

經營業者名稱 Entity Name : \_\_\_\_\_

申請人 Applicant : \_\_\_\_\_ (簽章 Signature)

申請日期 Date of Application (yy/mm/dd) : \_\_\_\_\_ 年 月 日

本欄申請廠商請勿填寫 For FSI use only
驗證編號 Certification Number :
日期 Date :

**一、基本資料 General Information :**

公  司  Company	中 文 名 稱 Chinese Name			
	英 文 名 稱 English Name			
	地 址 Address			
	統 一 編 號 Company Tax ID			
工  廠  Factory	中 文 名 稱 Chinese Name			
	地 址 Address			
	工 廠 登 記 證 字 號 Factory Registration			
	外 包 活 動 Outsourcing Activities	<input type="checkbox"/> 否 No <input type="checkbox"/> 是，說明 Yes, please describe :		
	產 季 限 制 Season Restrictions	<input type="checkbox"/> 否 No <input type="checkbox"/> 是，說明 Yes, please describe :		
	廠 房 人 數 Number of employees	人		
	是 否 輪 班 Shift Situation	<input type="checkbox"/> 否 No <input type="checkbox"/> 是，說明 Yes, please describe :		
負 責 人 姓 名 Name of person in charge				
聯 絡 人 Contact person			職 稱 Title	
聯 絡 電 話 Telephone number			傳 真 Fax	
行 動 電 話 Cell Phone Number				
電 子 信 箱 E-mail Address				
是否申請多場區驗證 Multi-site		<input type="checkbox"/> 無 No <input type="checkbox"/> 是 Yes, please select from the following: <input type="checkbox"/> 加盟經營的組織 Franchise-operated organization <input type="checkbox"/> 生產者集團 (類別 A 及類別 B) Producer Group (Category A and Category B) <input type="checkbox"/> 具一或多個生產場區及營業網絡的製造商；Manufacturers with one or more production facilities and business networks		

	<input type="checkbox"/> 具多個場區提供類似服務的服務組織；Service organization with multiple locations offering similar services <input type="checkbox"/> 具多個分支機構的組織。Organization with multiple branches
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\* 是否曾向其他驗證機構申請驗證? ☐是 ☐否，則以下欄位免填寫

\* Have you ever applied to the other Certification Bodies? ☐Yes ☐No, the following field do not need to fill in

驗證機構名稱 CB Name		通過之驗證項目 Certification Standards	證書起迄日 Certificate Effective Date(yy/mm/dd)
		<input type="checkbox"/> ISO22000 <input type="checkbox"/> ISO9001 <input type="checkbox"/> HACCP <input type="checkbox"/> FSSC22000 <input type="checkbox"/> ISO45001	

\* 是否曾被驗證機構終止或暫時終止驗證? ☐是 ☐否，則以下欄位免填寫

\* Have your certification ever been suspended or revoked by any certifying agent?

☐Yes ☐No, the following field do not need to fill in

請詳敘終止或暫時終止驗證原因：

Please describe the reason for been suspended or revoked:

\* 是否曾發生驗證違規之情況? ☐是 ☐否，則以下欄位免填寫

\* Have you ever been against certification regulations?

☐Yes ☐No, the following field do not need to fill in

請詳述違規原因：

Please describe the reason:

\* 貴公司 ISO 22000 食品安全管理系統之建立及維持，是否曾接受輔導機構或顧問之輔導? ☐否 ☐是，請填輔導機構名稱或顧問姓名：\_\_\_\_\_

\* For the establishment and maintenance of the ISO 22000 Food Safety Management System, have you ever received guidance from a consulting organization or consultant?

☐ No ☐ Yes, please fill in the name of counseling agency or consultant name::

\_\_\_\_\_

## \* 驗證變更申請

1. 請說明變更之原因：

2. 請勾選下列欲申請之項目，並依變更之內容檢附相關資料：

☐ 公司/工廠名稱   ☐ 驗證地址   ☐ 增列驗證範圍   ☐ 減列驗證範圍☐ 其他(請詳述) \_\_\_\_\_

## \* Certification change request

1. Please explain the reason for the change: \_\_\_\_\_

2. Please tick the following items to be applied, and attach the relevant information according to the changes:

☐ Company / Factory Name   ☐ Certification Address   ☐ Scope Extension   ☐ Scope Reduction   ☐ Other (please elaborate)

## 備註:

1. 【經營業者名稱／負責人／地址】請填「公司或商業登記證明文件」或合法登記證明所示之名稱／負責人／地址。

2. 【申請客戶名稱／地址】如為製造業申請者，請填「工廠登記證明文件」所示之名稱及地址。

3. 【申請工廠名稱／地址】及【申請驗證之範圍】將作為本組日後核發證書之參據。

## Remarks:

1. [Client Name / Responsible Person / Address]: Please fill in the name, responsible person, and address as shown on the "Company or Business Registration" or other legal registration proof.

2. [Client Name / Address]: For manufacturing applicants, please provide the name and address as shown on the "Factory Registration."

3. [Factory Name / Address] and [Scope of Certification] will serve as the reference for issuing the certificate in the future.

## 二、申請驗證之範圍(適用 FSSC 22000/ISO 22000/HACCP)

## The Proposed Certification Scope (For FSSC 22000/ISO 22000/HACCP)

HACCP 類別 HACCP Type	類別 Category	生產線 Production Line	生產流程及 CCP 判定(本欄由驗證公司填寫) Production Process and CCP Determination (This section to be completed by the certification body)
例:生鮮肉品分切	CI	分切線	

備註 Note:

- 廠內申請驗證範圍合計\_\_項 HACCP 計劃書，危害管制 CCP 點相同或雷同可歸為 1 項，共計\_\_項。
- 製造業廠商其申請產品/產品類別，必須為工廠登記證上所列之產品範圍。
- 請參閱附表一：食品安全管理系統驗證範圍分類表。

1. There is/are \_\_ (Number) scope of the factory application for certification HACCP plan (be sure to fill in). There is/are \_\_ (Number) scope of the CCP is the same or similar.

2. The manufacturer's application for product / product category must be the product range listed on the factory registration certificate.
3. Please refer to Table 1: Food Safety Management System Certification Range Classification Table.

## 二、申請驗證之範圍(適用 ISO 9001)

### The Proposed Certification Scope (For ISO 9001):

	IAF 規範碼	勾選類別
食品	03	
菸草	03	
飲料	03	
<u>申請產線名稱/驗證範圍:</u> <u>Scope/Category</u>		

### 三、必需檢附之文件如下：

The documents that must be attached are as follows:

驗證申請需檢附之文件：

The Application Documents to be Attached:

- ☐ 食品安全/品質管理系統驗證申請書

Food Safety / Quality Management System Certification Application

- ☐ 「商業登記證明文件」影本或查詢截圖

Copy of Business Registration

- ☐ 「工廠登記證明文件」影本或查詢截圖

Copy of Factory Registration

- ☐ 廠區平面配置圖 Plant Layout Plan

- ☐ 食品安全管理手冊(或包含 ISO 22000 之管理手冊)

Food Safety Management Manual (or management manual containing ISO 22000 requirements)

- ☐ 文件一覽表(或製造加工流程圖)

List of Documents (or Manufacturing Process Flow Chart)

- ☐ HACCP 計畫書(第一階段審查前歸還) HACCP Program



**本欄由驗證公司填寫：**

1. 所有資料及檢附文件齊備：☐是；☐否
2. 申請驗證範圍(請見附件一)
3. 風險/複雜度分類：☐高 ☐中 ☐低
4. 驗證機構與申請組織之間是否有任何已知的歧見：☐有；☐無
5. 本案是否受理？：☐受理；☐不受理，原因：\_\_\_\_\_
6. 客戶是否為多場區組織？ ☐否 ☐是，符合下列哪一個請選擇
  - ☐ 加盟經營的組織
  - ☐ 生產者集團（類別 A 及類別 B）
  - ☐ 具一或多個生產場區及營業網絡的製造商
  - ☐ 具多個場區提供類似服務的服務組織
  - ☐ 具多個分支機構的組織。

進行多場區取樣時，驗證機構應依下列條件說明並記錄理由：

- a) 各場區受一個核心控制及管理之 FSMS 下運作
- b) 抽樣的場區取決於類似的（食品鏈次類別、地理位置、過程及技術、規模及複雜性、法規及法令要求、客戶要求、食品安全危害及管制措施）
- c) 核心功能為該組織的一部分，清楚識別且未轉包給外部組織
- d) 所有場區均與該組織之核心功能有法律或合約之關係
- e) 核心功能應有有權界定、建立和維護 FSMS:
- f) 所有場區按照組織內部稽核方案規劃並接受稽核
- g) 場區之稽核結果將視為整個 FSMS 的指標，並相應地實施矯正措施
- h) 核心功能負責確保蒐集並分析所有場區的 績效評估結果和客戶抱怨
- i) 組織的食品安全管理系統受到核心管理審查
- j) 核心功能有權推動 FSMS 的持續改善。

**To be completed by the Certification Body:**

1. All required information and attached documents are complete：☐Yes；☐ No
2. Applied certification scope(See Annex 1)
3. Risk/Complexity Classification：☐ High ☐ Medium ☐ Low
4. Are there any known disputes between the certification body and the applicant organization：  
☐Yes；☐ No
5. Is this application accepted？：☐Accepted；☐Not Accepted，Reason:\_\_\_\_\_
6. Is the client a multi-site organization？ ☐ No ☐ Yes, please select from the following:
  - ☐ Franchise-operated organization
  - ☐ Producer Group (Category A and Category B)
  - ☐ Manufacturers with one or more production facilities and business networks
  - ☐ Service organization with multiple locations offering similar services.
  - ☐ Organization with multiple branches.

When conducting multiple-sites sampling, the CB should explain according to the following conditions and record the reasons:

- a) Sites are operating under one centrally controlled and administered FSMS;
- b) Sites subject to sampling are similar (food chain subcategory, geographical location, processes and technologies, size and complexity, regulatory and statutory requirements, customer requirements, food

safety hazards and control measures);

- c) The central function is part of the organization, clearly identified and not subcontracted to an external organization.
- d) All sites have a legal or contractual link with the central function.
- e) The central function has organizational authority to define, establish and maintain the FSMS.
- f) All sites are subject to the organization's internal audit program and have been audited.
- g) Audit findings at a site are considered indicative of the entire FSMS and corrective actions are implemented accordingly.
- h) The central function is responsible for ensuring that outcomes of performance evaluation and customer complaints from all sites are collected and analyzed.
- i) The organization's FSMS is subject to central management review.

審查人員(Reviewer) : \_\_\_\_\_ 日期(Date) : \_\_\_\_\_

複審主管(Superior) : \_\_\_\_\_ 日期(Date) : \_\_\_\_\_

## 附表一 食品安全管理系統驗證範圍分類表

食品安全管理系統驗證認證技術類群及技術類別(適用 ISO 22003-1:2022)

## Annex 1 Food Safety Management System Certification Scope

技術類群 <sup>a</sup>	技術類別 Category		技術次類別 Subcategory		所包括之活動例示 Examples of included activities
初級生產	A	畜養動物 Farming of Animals	AI	畜養動物 肉類/乳/蛋/蜂蜜 Farming of Animals for Meat/Milk/ Eggs/Honey	畜養動物以供生產肉類、蛋、乳或蜂蜜(魚類與水產養殖除外) 畜養、圈養、陷阱及狩獵(在狩獵點宰殺) 未實質轉型或加工的相關臨時包裝產品 Raising animals (other than fish and seafood) used for meat production, egg production, milk production or honey production Growing, keeping, trapping and hunting (slaughtering at point of hunting) Associated farm packing <sup>b</sup> and storage
			AII	養殖 魚類與海產 Farming of Fish and Seafood	肉品生產使用的魚類與海產之養殖 養殖、誘捕與捕魚(在捕獲點宰殺) 農場相關之包裝與儲存 Raising fish and seafood used for meat production Growing, trapping and fishing (slaughtering at point of capture) Associated farm packing <sup>b</sup> and storage

初級生產	B	耕作植物 Farming of Plants	BI	耕作 (穀物與豆類除外) Farming of Plants (other than grains and pulses)	植物生長或採收(穀類與豆類除外):園藝產品(水果、蔬菜、香料、蕈類等)及食用水生植物 植物農場貯藏(穀類與豆類除外), 包括園藝產品及食用水生植物
			BII	耕作 穀物與豆類 Farming of Grains and Pulses	食用穀類與豆類生長或採收。處理穀類與豆類。 食用穀類與豆類的農場貯藏 Edible grains and legumes are grown or harvested. Handle grains and legumes. On-farm storage of edible cereals and pulses
			BIII	植物製品的加工前處理	對採收後的植物進行不會轉變其原始完整狀態的活動, 包括食用園藝產品及水生植物。上述包含清潔、清洗、漂洗、流水輸送、選別、分級、修整、捆綁、冷卻、水冷、上蠟、淋洗、貯藏或加工前的通氣預處理、包裝、重新包裝、暫存、貯藏和裝載。 Activities on harvested plants that do not transform the product from original whole form, including horticultural products and hydrophytes for food. These include cleaning, washing, rinsing, fluming, cooling, hydro-cooling, waxing, drenching, aeration, preparing for storage or processing, packing, repacking, staging, storing, and loading.

人類及動物的加工食品	C	食品、食品配料及寵物食品加工	C0	動物-初級改製	動物屠體改製用於進一步加工，包含繫留、屠宰、去除內臟、巨量冷卻、巨量冷凍、巨量貯藏動物或野生捕獲動物內臟、巨量漁貨冷凍及野生捕獲動物貯藏。 Conversion of animal carcasses intended for further processing including lairage, slaughter, evisceration, bulk chilling, bulk freezing, bulk storage of animals and game gutting, bulk freezing of fish and storage of game.
			CI	易腐壞動物產品之加工 Processing of perishable animal products	生產動物性產品，包括魚類與海產、肉類、蛋類、乳類及漁製品 Processing and packaging including fish, fish products, seafood, meat, eggs, and dairy requiring chilled or frozen temperature control. Processing pet food from animal products only.
			CII	易腐壞植物產品之加工 Processing of perishable plant products	生產植物性產品，包括水果與新鮮果汁、蔬菜、穀類、堅果及豆類 Production of plant products including fruits and fresh juices, vegetables, grains, nuts, and pulses.

人類及動物的加工食品	C	食品、食品配料及寵物食品加工	CIII	易腐壞動物與植物產品(混合產品)之加工 Processing of perishable animal and plant products(mixed products)	生產混合動物性與植物性之產品，包括披薩、千層麵、三明治、包餡餃、即食餐食 Production of mixed animal and plant products including pizza, lasagne, sandwich, dumpling, ready- to-eat meals.
			CIV	常溫下可保穩定產品之加工 Processing of ambient stable products	生產任何在常溫下儲存與銷售之食品，包括罐頭、餅乾、零食、油、飲用水、飲料、麵條、糖、食鹽 <u>加工常溫穩定的寵物食品</u> Production of food products from any source that are stored and sold at ambient temperature, including canned foods, biscuits, snacks, oil, drinking water, beverages, pasta, flour, sugar, food-grade salt. <u>Processing ambient stable pet food.</u>
	D	飼料及動物食品加工 Processing of feed and animal food	D		<u>加工非家庭飼養之食用及非食用動物的飼料原料，例如穀物、油籽、食品生產副產品的粗粉</u> <u>加工含或不含添加物之食用動物飼料混合物，例如：預混料、含藥物飼料、配合飼料</u> Processing feed material intended for food and non-food producing animals not kept in households, e.g., meal from grain, oilseeds, byproducts of food production. Processing feed mixtures, with

人類及動物的 加工食品	D	飼料及動物食品 加工 Processing of feed and animal food	D		or without additives, intended for food producing animals, e.g. premises, medicated feed, compound feeds
餐飲／食品服務 Catering/food service	E	餐飲／食品服務 Catering/food service			開放露天之食品活動，例如食材 及產品的烹煮、混合及攪拌、製 備，供消費者現場直接食用或外 帶，範例包括餐廳、飯店、餐車、 機構、工作場所（學校或工廠食 堂），包括現場製備的零售（例 如烤雞）  包括食物復熱類型（宴會餐 飲、咖啡店和酒吧）
零售、運輸與儲 存 Retail, transport and storage	F	經銷 Distribution	FI	零售/批發 Retail/Wholesale	貯藏和提供成品給客戶和消費 者（零售通路、商店、批發商） 包括次要加工活動，例如切片、 分裝，復熱 供應食物成品給顧客
			FII	經紀/貿易 Brokering/trading/ E-commerce	自行買賣產品而不透過實體處 理，或為他人代理食品鏈中的任 何物品
	G	運輸及貯藏服務 Transport and storage services Transport and Storage Services			應維持特定溫度之易腐壞食品 和飼料的貯藏設施及配送車輛 常溫穩定食品和飼料的貯藏設 施及配送車輛 重新貼標／重新包裝，不包括開 放暴露之產品材料 食品包裝材料的貯藏設施及配 送車輛

輔助服務 Auxiliary services	H	服務 Services	提供生產安全食品有關之服務， 包括供水、蟲害防治、清潔服務、廢棄物處理 Provision of services related to the safe production of food, including water supply, pest control, cleaning services, waste disposal.
	I	食品包裝與包裝材料之生產 Production of Food Packaging and Packaging Material	生產食品包裝材料 Production of food packaging material
	J	設備之製造 Equipment manufacturing	生產與開發食品加工設備與販賣機 Production and development of food processing equipment and vending machines
生物化學 Biochemical	K	(生物)化學品之生產 Production of (Bio) Chemicals	生產食品與飼料添加物、維他命、礦物質、生物培養、調味料、酵素及加工助劑、殺蟲劑、藥物、肥料、清潔劑 Production of food and feed additives, vitamins, minerals, bio-cultures, flavourings, enzymes and processing aids Pesticides, drugs, fertilizers, cleaning agents
<p>備註：</p> <p><sup>a</sup>群組可用於經認可驗證機構的認證範圍，以及用於認證機構見證驗證機構。</p> <p>備註「易腐壞」可視為食品的某種類型，或食品會腐敗且必須保存於溫控環境的情況。</p>			



## 附表二 FSSC 22000 驗證範圍分類表

## Annex 2 FSSC 22000 Certification Scope

標準文件 Normative document	技術類別 Subcategory	技術次類別 Description
ISO 22000 , ISO/TS 22003-1:2022 , FSSC 22000 附加要求 Additional FSSC 22000 Requirements	C 類 食品、食品配料 及寵物食品加工	C0：動物-初級改製 CI：易腐爛動物產品加工 CII：易腐爛植物產品加工 CIII：易腐爛動植物產品加工（混合產品） CIV：常溫穩定產品加工 C0: Animal-Primary conversion CI: Processing of perishable animal products CII: Processing of perishable plant products CIII: Processing of perishable animal and plant products (mixed products) CIV: Processing of ambient stable products

## 附表三 ISO 9001 驗證範圍分類表

## Annex 3 Quality Management System Certification Scope

技術類群	IAF 規範碼	依據IAF ID1分類經濟類別與活動
食品	1	農業, 林業與漁業(待確認是否需增項)
	3	食品、飲料與菸草

**附件一、同時申請 ISO 22000 及 ISO 9001 適用****同時申請 ISO 22000 及 ISO 9001 驗證之相關管理狀況****At the same time apply for ISO 22000 and ISO 9001  
Certification of the relevant management status**

ISO 22000 與 ISO 9001 管理模式 ISO 22000 and ISO 9001 management status	說明 Explain
文件管理程序是否為同一份程序書 Document management procedures for the same procedure	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
管理審查程序是否為同一份程序書，且同一時間召開 Management review process is the same procedure, and the same time to hold	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
內部稽核程序是否為同一份程序書，且同一時間召開 Internal audit procedures for the same procedure, and the same time to hold	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
品質手冊程序是否為同一份程序書，且品質政策與品質目的的是否相同 Quality manual procedures for the same procedure, and quality policy and quality objectives are the same	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
系統運作是否相同 System operation is the same	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
品質改善機制相關程序是否相同 Quality improvement mechanism related procedures are the same	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
管理資源及權責是否相同 Related management resources and rights and responsibilities are the same	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No

**附件二、FSSC 22000 驗證申請自我評估：**

FSSC22000 self-evaluation checklist:

**(一)說明 Instruction：**

建議申請組織根據最新版本之方案進行自我評估，相關 ISO 標準可通過 ISO 網站獲取，而 FSSC 22000 附加要求包含在第 II 部分中可從網站下載(<http://www.fssc22000.com>)。一旦完成自我評估並找到潛在的差距，申請組織可與 FSI 聯繫，以便進行申請並簽署驗證合約。

It is recommended that the applicant organization conducts a self-evaluation against the current version of the Scheme. The relevant ISO standards can be obtained from the ISO Store while the FSSC Additional Requirements are included in Part II and can be downloaded from the FSSC website (<http://www.fssc22000.com>). Once the self-evaluation has been completed, and potential gaps are addressed, the applicant organization should contact their selected CB in order to receive an application form and afterwards agree on a certification contract.

**(二)附加要求(C 類適用) Additional requirements (for C category)：**

本方案附加要求包括 The additional Scheme requirements are：

- ☐ 2.5.1) 服務與原料採購管理 Management of services and purchased materials.
- ☐ 2.5.2) 產品標籤與印刷材料 Product labeling and printed materials.
- ☐ 2.5.3) 食品防護 Food defense.
- ☐ 2.5.4) 預防食品詐欺 Food fraud mitigation.
- ☐ 2.5.5) 標誌使用 Logo use.
- ☐ 2.5.6) 過敏原管理 Management of allergens.
- ☐ 2.5.7) 環境監測 Environmental monitoring.
- ☐ 2.5.8) 食品安全與品質文化 Food safety and quality culture.
- ☐ 2.5.9) 品質控制 Quality control.
- ☐ 2.5.10) 運輸、儲存和倉儲 Transport, storage and warehousing.
- ☐ 2.5.11) 危害控制和防止交叉污染的措施  
Hazard control and measures for preventing cross-contamination.
- ☐ 2.5.12) PRP 確認 PRP verification.
- ☐ 2.5.13) 產品設計與開發 Product design and development
- ☐ 2.5.15) 設備管理 Equipment management.
- ☐ 2.5.16) 食品損失和浪費 Food loss and waste.
- ☐ 2.5.17) 溝通要求 Communication requirements.