TECHNICAL FRAMEWORK INFOGRAPHIC

BIAWIZ TOOLKITS

A holistic technical framework visually organises all essential steps that a food manufacturing business needs to consider to be successful.

THIS FRAMEWORK PROVIDES AN EXAMPLE ONLY AND WILL NEED TO BE TAILORED TO YOUR BUSINESS NEEDS.

Strategy & Management

	System/Process in Place
Regulatory & Customer Requirements	
Policy Manual	
Quality Management	
Food Safety Management	
Governance & Compliance	
Crisis Management/Recall	
Health, Safety & Security	
Roles & Responsibilities	
Performance Management	
Competence Framework	
Training & Development	
Documentation Management	
Data & Information Management	
Metrics & Scorecards	

Innovation

	System/Process in Place
New Product/Package Development	
Design Brief Template	
Market Research	
Raw Material & Supplier Research	
Ingredient, Process & Product Risk Assessments	
Shelf Life Validation / Sensory /Consumer Studies	
Product Storage Handling & Transportation Research	
Label & Artwork Research	
Brand Agency Brief	
Manufacturing Technologies Research	
Manufacturing Plant & Lab Design	
Manufacturing Specifications & Recipes	
Product Specifications & Methods	
Scale Up	
Manufacturing Line Qualification	
Integrate Operating Standards to Quality System	
Forecasting & Financial Assessments	
Merchandising Guidelines	

Manufacturing & Distribution

	System/Process in Place
Operations Manual	
Manufacturing Standards	
Unique Customer Requirements	
3rd Party / Outsourced Manufacturing	
Supplier Approval & Management	
Process Control Guidelines / Corrective – Preventative Actions	
Equipment Calibration & Maintenance	
HACCP / Cleaning & Sanitation/ Hygiene / GMP & GLP	
Foreign Bodies & Pest Control	
Traceability	
Allergens	
Non Conformances / Variances /Product Hold & Release	
Health, Safety & Security Standards	
Manufacturing, Lab & Distribution Standards & Audits	
Utilities / Waste Management	
Customer & Consumer Complaints & Issues	
Retail & Consumer Programs	

Creating a Process Map

1. Define the main process steps for the overall process
2. Cascade the main steps into sub steps
3. Create a process flowchart that logically structures sub steps.
   - Sub steps are smaller actionable components and usually have clear inputs, actions, clear outputs and boundaries
4. Assess each sub step using the legend, to determine if the relevant systems or process is in place
5. Repeat this exercise for each block
6. Validate with stakeholders
7. This provides a visual representation of what's in place, what's in progress and where gaps exist
8. This chart can be used to conduct a competence assessment for each sub-step or to identify appropriate measurement points for your KPIs.