



**CHEESE IMPORTERS
ASSOCIATION OF AMERICA**

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CIAA Bulletin

**An Exclusive CIAA Member
Update**

FDA Launches Food Safety Plan Builder to Help Businesses Comply with FSMA Requirements

The Food and Drug Administration (FDA) has published the following notice to help businesses meet the requirements of the Food Safety Modernization Act (FSMA) Final Rule for Preventive Controls for Human Food.

FDA is releasing a new software tool to help owners and operators of food facilities create a food safety plan specific to their facilities.

The [Food Safety Plan Builder](#) (FSPB) is a free software application, developed by FDA, that businesses can download from the FDA's website to guide them, step-by-step, through the creation of a food safety plan, as required by FSMA.

The user is taken through a series of sections (tabs) in the application that prompt the user to answer questions and/or fill in information specific to their business and facility. Once all the tabs have been completed, the file may be saved or printed, and the firm will have a food safety plan to use in its operations and to provide when the FDA conducts an inspection.

While the Food Safety Plan Builder was primarily designed for use by small manufacturers, which may have limited resources, any size manufacturer can opt to use it. Although manufacturers are not required to use the program, the FDA designed this program to help companies organize their food safety information and minimize the burden of creating their food safety plan.

To assist users, the FDA has also developed an overview video about the application, as well as [individual videos](#) that demonstrate how to navigate the various tabs. These videos are posted on Youtube and may be accessed via the [Food Safety Plan Builder webpage](#). The FDA has also provided a User Guide with individual chapters devoted to each tab. Manufacturers with questions about how to use the tool can access further assistance by contacting the FDA through the email address FoodSafetyPlanBuilder@fda.hhs.gov.

The program and educational materials are modeled after the successful [Food Defense Plan Builder](#), which was created to assist owners and operators of food facilities with developing personalized food defense plans for their facilities.

Additional Information:

- [Food Safety Plan Builder](#)
 - [FSPB Videos](#)
 - [Building a Customized Plan to Help Ensure Food Safety](#)
 - Contact Information: FoodSafetyPlanBuilder@fda.hhs.gov
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DATES TO REMEMBER

August 31, 2017

Last day to Enter dairy products into U.S. Customs territory that may be used to qualify and establish eligibility for a calendar year 2017 license.

September 1, 2017

First day of 2018 license applications

September 15, 2017

Last day of licensees applying for reallocated license amounts for 2017

October 2, 2017

Last day to surrender 2017 license amounts

October 16, 2017

Last day of 2018 license applications

October 27, 2017

Member Meeting

9:30 am - 11:30 am

Saddle Brook Marriott, Saddle Brook, NJ

December 22, 2017 (approximately)

FAS issues first notice of calendar year 2018 licenses to licensees.

December 31, 2017

Last day for licensees to make entries to fulfill the requirement to use 85% of their calendar year 2017 license amount. Last day for which calendar year 2017 licenses are valid.

January 21, 2018

CIAA Fancy Food Show Reception

5:00 pm- 7:30 pm

Thirsty Bear Brewery

San Francisco, CA

* If a deadline date falls on a Saturday, Sunday, or Federal holiday, the deadline will be the next business day (Section 6.36(a) of the Dairy Tariff-Rate Import Quota Licensing Regulation). This does not apply to dates of entry for eligibility.

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