



NOSSACK GOURMET FOODS LTD.

5804 37TH Street, Innisfail,
Alberta, T4G 1S8
PHONE (403) 227-2121
FAX (403) 227-1131
www.nossack.com

Attn: HACCP Coordinator / QA Personnel

January 02/2025

Re: SQF / CFIA HACCP Letter of Guarantee Requirements for food ingredients

Nossack Gourmet Foods Ltd, is updating Letters of Guarantee for all food ingredients from our Suppliers, as required by our SQF Food Safety Program. The Letter must include at a minimum the following statements:

1. Your Company name, Establishment Number, the name of your HACCP Coordinator (or contact person) and phone number. This will be required for future reference if more detail is required from you in regard to our SQF / HACCP Program's requirements.
2. That all products purchased from your company conform to the requirements of the CFIA guidelines, Federal Food and Drug Act and Good Manufacturing Practices.
3. That you are inspected by the Canadian Food Inspection Agency. Please indicate if your Facility is eligible to export to the United States and has met the USDA Mega Regulations.
4. Include a statement (if your company is required by the Safe Food for Canadians Regulations program of CFIA) that your company conducts mandatory testing for *Listeria Mono*, *Salmonella ssp.* and *E. coli*.
 - a. The Letter must include a statement ensuring that when the Suppliers obtain an unsatisfactory result, they will immediately notify NGF in writing.
5. For Halal products must be Halal certified.
6. That any product being stored outside your premises is at a CFIA approved Storage facility.
7. It is your responsibility to inform NGF in writing of any changes in formulation, substitutions, amendments, or modification of ingredients.
8. A statement that all materials will have a specific lot number or date code for easily identification in the event of a Recall.
9. Documentation that the supplier is subjected to third party audits by an Accredited Firm, Organization of Individuals and they have a Satisfactory Audit Report.
10. A statement that the company practices due diligence through continuous monitoring to identify, prevent and mitigate risks to forced labor and child labor in your operations and supply chain.

Note: A Certificate of Analysis (COA), although providing an increased level of confidence, cannot be used as a Letter of Guarantee. A Letter of Guarantee provides confirmation that the process under which the product was manufactured is under

control and that the purchase specs are met. A COA provides additional information about testing for a specific Lot only.

Our SQF / HACCP Program requires that your Letter be reviewed and updated annually, so please keep a copy on file for future reference.

It is your responsibility to inform Nossack Gourmet Foods in writing about any changes in the above information. All Suppliers not meeting the above requirements will be removed from Nossack's list as eligible Suppliers.

If you have any questions please do not hesitate to contact me.

Sincerely,



Radosveta Bozhilova,
Food Safety Coordinator/SQF Practitioner
E-mail: ngfHACCP@nossack.com
Tel: (403) 227-2121
Fax: (403) 227 1131



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Attn: HACCP Coordinator / QA Personnel

January 02, 2025

Re: SQF / CFIA Letter of Guarantee Requirements for Packaging material

Nossack Gourmet Foods Ltd, is updating the Letters of Guarantee

from our Suppliers as required by our SQF / HACCP Food Safety Program. The Letter of Guarantee must include at a minimum the following standards:

1. Please include in your Letter your Company name, Establishment Number, the name of your HACCP Coordinator (or contact person) phone number and date of issue. This will be required for future reference if more detail is required from you in regards to our SQF / HACCP Program's requirements.
2. The identification of the packaging material by brand name or code number;
3. A statement that the packaging material complies with Part B Division 23 of the *Canadian Food and Drug Regulations*;
4. A statement that the firm will provide all supporting documents to demonstrate that the packaging material meets regulatory requirements;
5. The conditions of use for the food packaging material such as:
 - a. Details in regard to the use (e.g., direct food contact, type of foods)
 - b. Temperature or state at which the food can be packaged (e.g., hot fill temperature, fresh, frozen)
 - c. If applicable, temperature at which the packaged food can be processed (e.g. thermal process - maximum temperature - maximum exposure time)
 - d. State in which the packaged food can be stored (e.g. refrigerated, frozen)
 - e. If applicable, temperature at which food product can be reconstituted in the package (maximum temperature and exposure time)
 - f. Other pertinent limits
6. The signature of an official of the firm providing the letter of guarantee
7. Documentation that the supplier is subjected to third party audits by an Accredited Firm, Organization of Individuals and they have a Satisfactory Audit Report.
8. Our SQF / HACCP Program requires that your Letter be reviewed and updated annually, so please keep a copy on file for future reference.
9. It is your responsibility to inform Nossack Gourmet Foods in writing for any changes in the above information. All Suppliers not meeting the above requirements will be removed from Nossack's list as approved suppliers.
10. A statement that all materials will have a specific lot number or date code easily identified for Recall purposes.
11. A statement that the company practices due diligence through continuous monitoring to identify, prevent and mitigate risks to forced labor and child labor in your operations and supply chain.



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Attn: HACCP Coordinator / QA Personnel

January 02, 2025

Re: SQF / CFIA Letter of Guarantee Requirements for non-food chemicals

Nossack Gourmet Foods Ltd, is updating the Letters of Guarantee

from our Suppliers as required by our SQF / HACCP Food Safety Program. The Letter of Guarantee must include at a minimum the following standards:

1. Please include in your Letter your Company name, Establishment Number, the name of your HACCP Coordinator (or contact person) phone number and date of issue. This will be required for future reference if more detail is required from you in regards to our SQF / HACCP Program's requirements.
2. The identification of the non-food chemical product by brand name or code number;
3. A statement that the non-food chemical product(s) are safe and suitable for use as intended in food establishments;
4. A statement that the firm will provide, all supporting documents to demonstrate that the product is safe and/or suitable for use as intended;
5. The directions for use in food establishments including any pertinent limits, or reference to label instructions, if information regarding directions for use is available on the label;
6. The signature of an official of the firm providing the letter of guarantee;
7. Documentation that the supplier is subjected to third party audits by an Accredited Firm, Organization of Individuals and they have a Satisfactory Audit Report;
8. Our SQF / HACCP Program requires that your Letter be reviewed and updated annually, so please keep a copy on file for future reference.
9. It is your responsibility to inform Nossack Gourmet Foods in writing for any changes in the above information. All Suppliers not meeting the above requirements will be removed from Nossack's list as approved suppliers.
10. A statement that all materials will have a specific lot number or date code for easily identification in the event of a Recall.
11. A statement that the company practices due diligence through continuous monitoring to identify, prevent and mitigate risks to forced labor and child labor in your operations and supply chain.

If you have any questions please do not hesitate to contact me.

Sincerely,
Radosveta Bozhilova, 
Food Safety Coordinator/SQF Practitioner
E-mail: ngfHACCP@nossack.com
Tel: (403) 227-2121, Ext. 103
Fax: (403) 227-1131

Non-food chemicals



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Attn: HACCP Coordinator / QA Personnel

January 02, 2025

Re: SQF / CFIA Letter of Guarantee Requirements for construction materials

Nossack Gourmet Foods Ltd, is updating the Letters of Guarantee

from our Suppliers as required by our SQF / HACCP Food Safety Program. The Letter of Guarantee must include at a minimum the following standards:

1. Please include in your Letter your Company name, Establishment Number, the name of your HACCP Coordinator (or contact person) phone number and date of issue. This will be required for future reference if more detail is required from you in regards to our SQF / HACCP Program's requirements.
2. The identification of the construction material by brand name or code number;
3. A statement that the construction material is cleanable, is free of any noxious constituents and will not be a source of food contamination through its life cycle;
4. A statement that the firm will provide all supporting documents to demonstrate that the material is safe and suitable for use as intended;
5. Where applicable, directions for use in food establishments;
6. The signature of an official of the firm providing the letter of guarantee.
7. Our SQF / HACCP Program requires that your Letter be reviewed and updated annually, so please keep a copy on file for future reference.
8. It is your responsibility to inform Nossack Gourmet Foods in writing for any changes in the above information. All Suppliers not meeting the above requirements will be removed from Nossack's list as eligible suppliers.
9. A statement that the company practices due diligence through continuous monitoring to identify, prevent and mitigate risks to forced labor and child labor in your operations and supply chain.

If you have any questions, please do not hesitate to contact me.

Sincerely,
Radosveta Bozhilova,
Food Safety Coordinator/SQF Practitioner
E-mail: ngfHACCP@nossack.com
Tel: (403) 227-2121, Ext. 103
Fax: (403) 227 -1131

Construction Materials

**Nossack Gourmet Foods - #683
Product Safety Questionnaire**

Assurance/guarantee of the purity, safety and integrity of all ingredients and food items used at Nossack Gourmet Foods Ltd. is our number one priority.

We value the safety of our finished, ready to eat products and will only use ingredients or supplies from companies who also take food safety seriously.

Upon completion of this form, please review the questionnaire to ensure all questions have been answered fully. Incomplete submissions will result in a delay in processing and/or approval of products to be used by Nossack Gourmet Foods Ltd.

Company Name:

Address:

Telephone Number:

Fax Number:

Name/Title of person to contact in the event of a Recall:

Telephone Number:

Fax Number:

Date Questionnaire Completed:

Once completed please send:

Via email or:

ngfHACCP@nossack.com

Via facsimile: 403 227 1131

Any questions - call 403 227 2121

"Thank you" for your assistance in protecting our food chain!

OR

ngftech@nossack.com

Radosveta Bozhilova,
Food Safety Coordinator
SQF Practitioner

Muhammad Amjad
R&D Coordinator



**Nossack Gourmet Foods - #683
Product Safety Questionnaire**

Do you have a Hazard Analysis Critical Control Points (HACCP) program in place?

Yes No

If "No" estimated completion date:

Do you have a fulltime designated person responsible for food safety?

Yes No

NAME:

(Include Phone/Fax numbers)

Are you Federally Inspected?

Yes No

Est. #

Are you USDA eligible

Yes No

Do you have a microbiological testing plan for finish products?

Yes No

What is the frequency of lab testing?

Are product lab tests completed internally?

Yes No N/A

Is product testing done externally?

Yes No N/A

Are you Halal certified?

Yes No N/A

Are you Vegan certified?

Yes No N/A



**Nossack Gourmet Foods - #683
Product Safety Questionnaire**

Do you have letters/questionnaires of assurance/guarantee from your suppliers?

Yes No N/A

Are all products stamped with a date of production and/or best before date?

Yes No N/A

Please attach/write an explanation of the coding system being used by your facility

Are all food products rotated on a first in, first out basis?

Yes No N/A

Do you have any "allergenic" products in your facility?

Yes No N/A

If YES, please, complete the Allergen Identification sheet for each product.

How are "allergenic" products controlled?

Please list all facilities producing/supplying for Nossack Gourmet Foods Ltd.

Please list all "names/brands" of products being produced/supplied to Nossack Gourmet Foods Ltd.

It is your responsibility to inform NGF in writing of any changes in formulation, substitutions, amendments or modification of ingredients.

Name.....

Date.....

Position:.....



Allergen Identification

Name of product:

ALLERGEN	PRESENT IN PRODUCT	PRESENT IN OTHER PRODUCTS MANUFACTURED	
		SAME LINE	SAME PLANT
PEANUTS AND THEIR DERIVATIVES (i.e.: PEANUT OIL)			
TREE NUTS AND THEIR DERIVATIVES			
SESAME SEEDS			
DAIRY PRODUCTS – SPECIFY: MILK, LACTOSE, CASEINATES, WHEY, ETC....			
EGGS (i.e.: FOUND IN GLAZES ON BAKED GOODS, FAT SUBSTITUTES, and LYSOZYME IN CHEESE).			
FISH (i.e.: ANCHOVIES IN WORCESTERSHIRE SAUCE, FRYING OILS, SURIMI, ETC...)			
SHELLFISH			
SOY PRODUCTS (i.e.: SOY PROTEIN IN SOY LECITHIN AND SOY MARGARINE, BROTH IN CANNED FISH, BREADCRUMBS, ETC...)			
WHEAT/GLUTEN (i.e.: FOUND IN FLOUR, SEASONINGS, FLAVOURS, ICING SUGAR, and PAPRIKA).			
MUSTARD (IN SPICES)			
SULPHITES / SULPHATES AND SULPHUR DIOXIDE			