



NOSSACK GOURMET FOODS LTD.

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Attn: HACCP Coordinator / QA Personnel

January 03/2022

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 Supplier obtains 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.

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
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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			

Revision Date: January 03/2022
 Supersedes: January 04/2021

