

PAS 420:2014

Product safety management system for the manufacturing of home and/or personal care products and the raw/packaging materials used for their manufacture – Specification



Currently in preview, click to buy full version.

Currently in preview, click buy full version

Publishing and copyright information

The BSI copyright notice displayed in this document indicates when the document was last issued.

© The British Standards Institution 2014.

Published by BSI Standards Limited 2014.

ISBN 978 0 580 77515 4

ICS 03.100.50, 97.020, 13.120, 55.040

No copying without BSI permission except as permitted by copyright law.

Contents

Foreword	iii
Introduction	iv
1 Scope	1
2 Normative references	2
3 Terms and definitions	2
4 HPC product safety management system	5
4.1 General	5
4.2 Documentation	5
5 Management responsibility	6
5.1 Management commitment	6
5.2 HPC product safety policy	6
5.3 HPC product safety management system planning	6
5.4 Responsibility and authority	6
5.5 Communication	7
5.6 Emergency preparedness and response	7
5.7 Management review	7
6 Resource management	9
6.1 Provision of resources	9
6.2 Human resources	9
7 Planning and realization of safe products	10
7.1 General	10
7.2 Prerequisite programmes (PRPs)	10
8 Risk assessment and ongoing risk management	16
8.1 General	16
8.2 Preparation for risk assessment	16
8.3 Risk Assessment	17
8.4 Ongoing risk management	17
9 Verification planning	19
10 Traceability system	19
11 Control of non-conformity	20
11.1 Corrections	20
11.2 Corrective actions	20
11.3 Handling of non-conforming products	20
11.4 Withdrawals	21

12 Validation, verification and improvement of the HPC product safety management system 22

12.1 General 22

12.2 Validation of control measure combinations 22

12.3 Control of monitoring and measuring 22

12.4 HPC product safety management system verification 22

12.5 Continual improvement and updating of the HPC product safety management system 23

Annexes

Annex A (normative) Additional requirements for the manufacture of Home and/or Personal Care products 24

Annex B (normative) Requirements for manufacture of personal care (PC) products 25

Annex C (normative) Product characteristics 29

Annex D (normative) Selection and categorization of control measures 30

License copy: Tech Street, ISO Exchange - Michigan, Version correct as of 04/11/2014, (c) The British Standards Institution 2014

Currently in preview, click buy full version

Foreword

The development of this PAS was facilitated by BSI Standards Limited and it was published under licence from The British Standards Institution. This PAS came into effect in 31 October 2014.

Acknowledgement is given to Denise Webley as the technical author of this PAS, and Steve Mould for providing specialist technical input.

In addition, acknowledgement is given to the following organizations/individuals that were involved in the development of this PAS as members of the steering group:

- DNV GL – Business Assurance
- FSSC 22000
- Henkel AG & Co. KGaA
- McBride
- Metro AG
- Unilever
- Co-opted

Acknowledgement is also given to the members of a wider review panel who were consulted in the development of this PAS.

The British Standards Institution retains ownership and copyright of this PAS. BSI Standards Limited as the publisher of the PAS reserves the right to withdraw or amend this PAS on receipt of authoritative advice that it is appropriate to do so. This PAS will be reviewed at intervals not exceeding two years, and any amendments arising from the review will be published as an amended PAS and publicized in *Update Standards*.

This PAS is not to be regarded as a British Standard. It will be withdrawn upon publication of its content in, or as, a British Standard.

The PAS process enables a specification to be rapidly developed in order to fulfil an immediate need in industry. A PAS can be considered for further development as a British Standard, or constitute part of the UK input into the development of a European or International Standard.

Use of this document

It has been assumed in the preparation of this PAS that the execution of its provisions will be entrusted to appropriately qualified and experienced people, for whose use it has been produced.

Presentational conventions

The provisions of this PAS are presented in roman (i.e. upright) type. Requirements are expressed in sentences in which the principal auxiliary verb is “shall”. Its recommendations are expressed in sentences in which the principal auxiliary verb is “should”. The use of the auxiliary verb “can” indicates that something is technically possible when the auxiliary verb “may” indicates permission.

Commentary, explanation and general informative material is presented in italic type, and does not constitute a normative element.

Contractual and legal considerations

This publication does not purport to include all the necessary provisions of a contract. Users are responsible for its correct application.

Compliance with this PAS cannot confer immunity from legal obligations.

Introduction

In response to the success of the food industry pre-requisite programme (PRP) standards in support of BS EN ISO 22000, several global industry players have expressed a desire to take a similar risk-based approach, incorporating a management system, to the manufacture of home and/or personal care (HPC) products.

Issues currently facing HPC manufacturers include:

- incidents of unsafe products being released onto the market, resulting in large recalls and reputational damage;
- high costs associated with:
 - recalls;
 - inspections (regulators);
 - multiple audits (retailers and other customers);
- controls, systems and regulation varying greatly:
 - throughout countries/regions;
 - across the industry;
 - within organizations themselves;
- lack of uniformity in method of ensuring product safety within the organization (especially for companies with a global footprint and manufacturing sites in different countries).

Accordingly, this PAS looks to establish:

- i) a fully integrated, risk-based approach to the manufacture of HPC products;
- ii) consistency in the manufacturing process across all product streams and countries;
- iii) benefits of implementation and consistency in approach such as fewer product recalls, better management of staff, improved competence of key personnel, and reduction of costs;
- iv) a verifiable framework, enabling organizations to measure performance against concrete criteria;
- v) a reduced need for surveillance and inspection by authorities.

This PAS seeks to set out requirements for the development and implementation of a HPC product safety management system, including pre-requisite programmes (PRP), for the production of HPC products used daily by consumers and the raw/packaging material used to manufacture these products. It takes a risk-based approach to help manufacturers identify hazards and critical control points, and develop plans to mitigate against those hazards and risks.

1 Scope

This PAS specifies requirements for establishing, implementing and maintaining a home and/or personal care (HPC) product safety management system and associated prerequisite programmes (PRP) to assist in the manufacture of HPC products and the raw/packaging materials used to manufacture these products.

Examples of home care products include, but are not limited to:

- bleach;
- table polish;
- bathroom cleaner;
- kettle de-scaler;
- limescale remover; and
- antibacterial wipes.

This PAS does not address vacuum cleaners, washing machines or any other electric devices designed for household cleaning.

Examples of personal care products include, but are not limited to:

- shampoo;
- hair conditioner;
- deodorant;
- moisturiser;
- nail polish;
- toothpaste;
- soap; and
- hand cream.

This PAS is applicable to all organizations, regardless of size or complexity, involved in manufacturing HPC products or the raw/packaging materials used to manufacture these products, who wish to implement a HPC product safety management system and associated PRPs.

HPC product, raw and packaging material manufacturing operations are diverse in nature and not all of the requirements specified in this PAS apply to an individual organization or process. Accordingly:

- Manufacturers of raw and / or packaging materials are to comply with the main requirements of this PAS.
- Manufacturers of home care products are to comply with the main requirements of this PAS and in addition, the requirements of Annex A.
- Manufacturers of personal care products are to comply with the main requirements of this PAS, and in addition, the requirements of Annex A and Annex B.

NOTE Where a customer specifies additional requirements, as outlined in Annex A or Annex B, then the organization is to consider these when developing and implementing their product safety management system.