

A. Supplier and food

21 CFR 1.500; 1.502(a)

Supplier legal name

FEI number

Address, city, country

Contact (name, email)

Food

FDA product code

☐ We are the FSVP importer

☐ Another entity performs FSVP activities for us (name it in K)

B. Hazard analysis

21 CFR 1.504; 1.505(a)(1)(i)

Reference to the written hazard analysis (document, date)

Performed or reviewed by

Hazards requiring a control

C. Who controls each hazard

21 CFR 1.505(a)(1)(ii)

Hazard	Controlled by (supplier, its raw material supplier, other entity)	How

D. Supplier's food safety practices

21 CFR 1.505(a)(1)(iii)(A)

Documents, processes and practices (scanning, dates)

E. FDA compliance information

21 CFR 1.505(a)(1)(iii)(B)

Record type	Where checked	Date checked	What you found (or none found)

Rows: import alerts (number, list, products, date published) · warning letters · import refusals (dates, charge codes) · inspection classifications (NAI, VAI, OAI) · recalls.

Record every listing, and record empty results with the date.

F. Food safety history

21 CFR 1.505(a)(1)(iii)(C)

Test and audit results, complaints, how the supplier responded to past problems

G. Other factors

21 CFR 1.505(a)(1)(iv)

Storage, transportation, other relevant factors

H. Approval decision21 CFR 1.505(b); 1.506(a)(1)

☐ Approved☐ Not approved☐ Temporary use, with verification before each import

Reasoning

I. Verification activities21 CFR 1.506(d), (e)

☐ Onsite audit☐ Sampling and testing☐ Review of supplier's food safety records☐ Other

Frequency
Serious hazards: annual onsite audit, or written justification

J. Reevaluation21 CFR 1.505(c)

Next reevaluation due (no later than 3 years)Trigger for early reevaluation (new information)

Date	New information	Decision and changes to verification

K. Sign-off21 CFR 1.503; 1.505(d); 1.510(a)(2)

Qualified individual (name)Qualifications

SignatureDate

If another entity did the work: your review and assessment