



# CHECKLIST

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## CHECKLIST FOR GETTING YOUR FOOD/BEVERAGE PRODUCT READY FOR RETAIL

	All mandatory labelling requirements, along with the addition of a Canadian bilingual nutrition facts table	
	Made in a facility with HACCP- based food safety programs, as specified by regulations or customers (i.e. CanadaGAP, SQF, BRCGS, PCP etc.). The facility must be successful in their 3rd party audits.	
	Traceability of produce and/or ingredients into product lines and lot coding for traceability of final product	
	Food recall program as part of HACCP- based food safety program: an inclusive program for lot coding, client listing and communication methods, method to query the codes of a product sent to each retail outlet	
	Specific analysis for shelf-life determination, dependent on product and retailer requirements	
	Have met all requirements of the Safe Food for Canadians Regulations that apply to your business (e.g. SFC license, preventive control plan (PCP), preventive controls, and traceability)	
	If required, produce has a form of Canada GAP or documentation of spray application and pesticide use	
	UPC – Universal Product Codes. Twelve unique numerical digits to produce an individual barcode required both on the product and the cases.	
	Supply chain set up: Get a good distribution.	
	Liability insurance obtained. (This is a requirement to enter the retail space).	
	Be familiar with the requirements of your product and your retailer(s). Many retailers require specification sheets detailing the physical, chemical, microbiological hazards and allergenic profile of the product. CofA's (certificate of analysis) may be required to verify products meet specifications. Further specifications may be required if the product meets standards of identity or product standards for the product type through SFCR (Safe Food for Canadians Regulations) or CODEX (international body)	
	If a meat or processed meat product, please check the requirements of the retailer where you are trying to list your product. These products may have to originate from a federally inspected facility for sales within Nova Scotia; some retailers will accept provincially inspected facilities. However, if selling outside of Nova Scotia then it <b>must</b> be from a federally licensed facility.	

At Perennia, we know how challenging it can be to navigate getting your product into retailers. We want to help answer those questions and provide you with all the information you need to ensure your product is ready for the retail space. The checklist is to help guide you through the process of 'Getting into Retail.' If you require assistance or guidance on any of the checkpoints above, please reach out to the respective teams with the associated symbol.



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