Free Checklist

IFS Food Version 8 Readiness Checklist

Gap analysis and internal audit planner, aligned with the April 2026 Doctrine update

IFS Food Version 8 is the current version. The April 2026 Doctrine (Version 5) clarifies how requirements are interpreted; it is not a new version of the standard. Version 5 (23 April 2026) marks six items as new or updated. The 1.2.6 erratum and the clarified Food Safety Culture definition affect sites directly. The limited exceptions that allowed IFS Food Version 7 audits after 1 January 2024 ended on 31 December 2024 (Doctrine Version 5). Get both documents from the IFS website before starting.

Demo template, aligned with IFS Food Version 8. Check KO topic wording against the current IFS standard before use.

Document Control

Field	Entry
Site	
Prepared by (role)	
Version	
Date	
Review date	
Certification body	
Planned audit window	

1. Preparation Steps

Step	Done? (Y/N)	Owner (role)	Due date
Get the current standard and April 2026 Doctrine (Version 5)			
Gap analysis against every requirement			
Check Doctrine clarifications, especially the 1.2.6 erratum and the Food Safety Culture definition, against procedures			
Update documents, train people affected, keep records			
Internal audit using this checklist			
Close nonconformances with root cause and verified action			
Agree audit timing and scope with your certification body			

Demo template is for illustrative purposes. Not intended for legal advice. Adapt to your site.

2. Gap Analysis by Chapter

Part 2 of IFS Food Version 8 has five chapters.

Chapter	Current status	Gap	Action	Owner (role)
1. Governance and commitment				
2. Food safety and quality management system				
3. Resource management				
4. Operational processes				
5. Measurements, analyses, improvements				

3. KO Requirements

The ten KO (knock out) requirements.

KO	Clause	Topic	Met? (Y/N)	Gap or action
1	1.2.1	Governance and commitment		
2	2.3.9.1	Monitoring system of each CCP		
3	3.2.2	Personal hygiene		
4	4.1.3	Customer agreement		
5	4.2.1.3	Raw material specifications		
6	4.12.1	Foreign material risk mitigation		
7	4.18.1	Traceability		
8	5.1.1	Internal audits		
9	5.9.1	Procedures of recalls, withdrawals and incidents		
10	5.11.3	Corrective actions		

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4. Doctrine Version 5 Clarifications

New or adapted rules apply two months after publication unless stated otherwise.

Clarification	Type	Affects our procedure? (Y/N)	Document to update	Owner (role)
Requirement 1.2.6 erratum and clarification	New			
Audit considered cancelled (Part 1, 4.2.1)	Updated			
Auditor and reviewer training (Part 3, 2.6)	Updated			
When a new COID is created (Part 4, 2.1)	Updated			
Exceptional circumstances (Part 4, Chapter 4)	New			
Food Safety Culture definition (Annex 12, Glossary)	New			

Corrective Actions

Finding	Action	Owner (role)	Due date	Verified and closed (date)

Sign Off

Role	Signature	Date
Technical or Quality lead		
Site manager		

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