



# ***Jamaica Castor Industry Association***

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## **Steps to Implementing a Quality System**

Presenter: Mrs. Elaine Edwards  
Senior Standards Development & Certification Officer  
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# ***BSJ's MISSION & VISION***

The mission of the BSJ is to **promote** the international competitiveness of Jamaican producers, **facilitate** trade and protect consumers by providing standardization, metrology and regulatory services.

The Bureau of Standards Jamaica will be a **visionary, customer-driven** organization of excellence, **committed** to developing a national culture of quality, while exercising **good governance** of all its resources and providing timely and accurate information to stakeholders.



# *Aim of Presentation*

Outline the importance and explain the process of:

- implementing a quality system in the production of Castor Oil
- Good Manufacturing Practices



# DEFINITIONS

- Quality System

A collection of business processes aimed at consistently meeting customer requirements and enhancing their satisfaction.

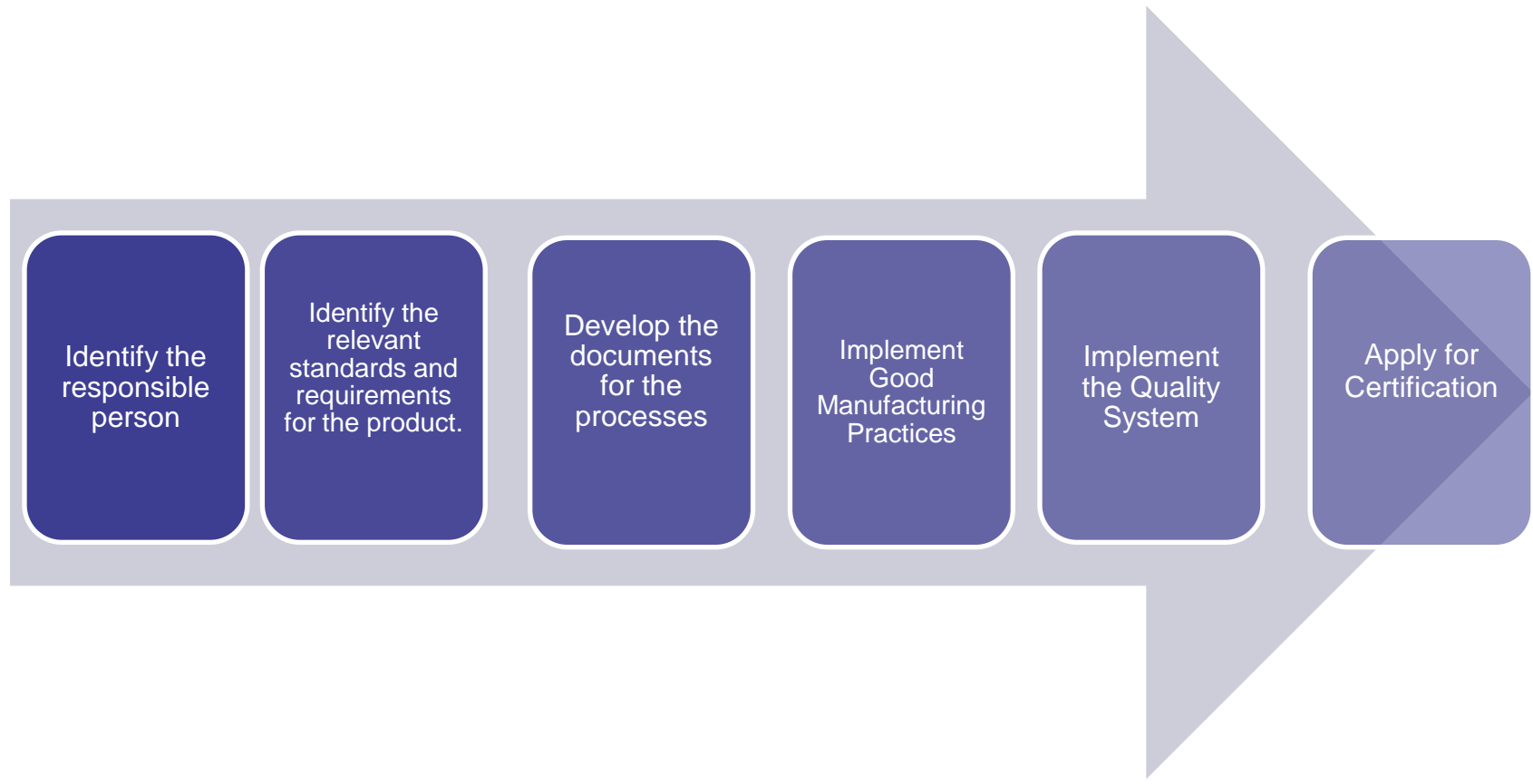
- Good Manufacturing Practices  
(GMP)

GMP is a system for ensuring that products are consistently produced and controlled according to quality standards.

GMP is concerned with both production and quality control.



# **PROCESS FLOW**



# INTRODUCTION



- Quality is all about meeting and exceeding **“Customer Satisfaction”**

# INTRODUCTION

- What ***Standards*** or ***Requirements*** do I need to know?





# WHAT IS A STANDARD?

- A **Standard** is a document that provides requirements, specifications, guidelines or characteristics that can be used consistently to ensure that materials, products, processes and services are fit for their purpose.
- It's a document stating the technical information necessary for achieving reasonable safety, quality and efficiency.
- ***Simply – the acceptable way of doing things!***





# STANDARDS APPLICABLE TO THE CASTOR INDUSTRY

- ❖ JS CRS 16: 2010 Jamaican Standard Specification for Botanical Cosmetic
- ❖ JS 170: Part 2:1992 Jamaican Standard Specifications for Cosmetic Part 2: Water used in the preparation of cosmetics
- ❖ JS 1: Part 20 Jamaican Standard Specification for Labelling of Pre-packaged Goods
- ❖ JS 36: 1991 Jamaican Standard Specification for Processed food (General)





# **DOCUMENTATION**

- Development of documents
- Forms and Records etc.
  - Proof of activities
  - Documentation for auditors
  - Ensure consistency of the company's operations
  - Verify conformance to standards

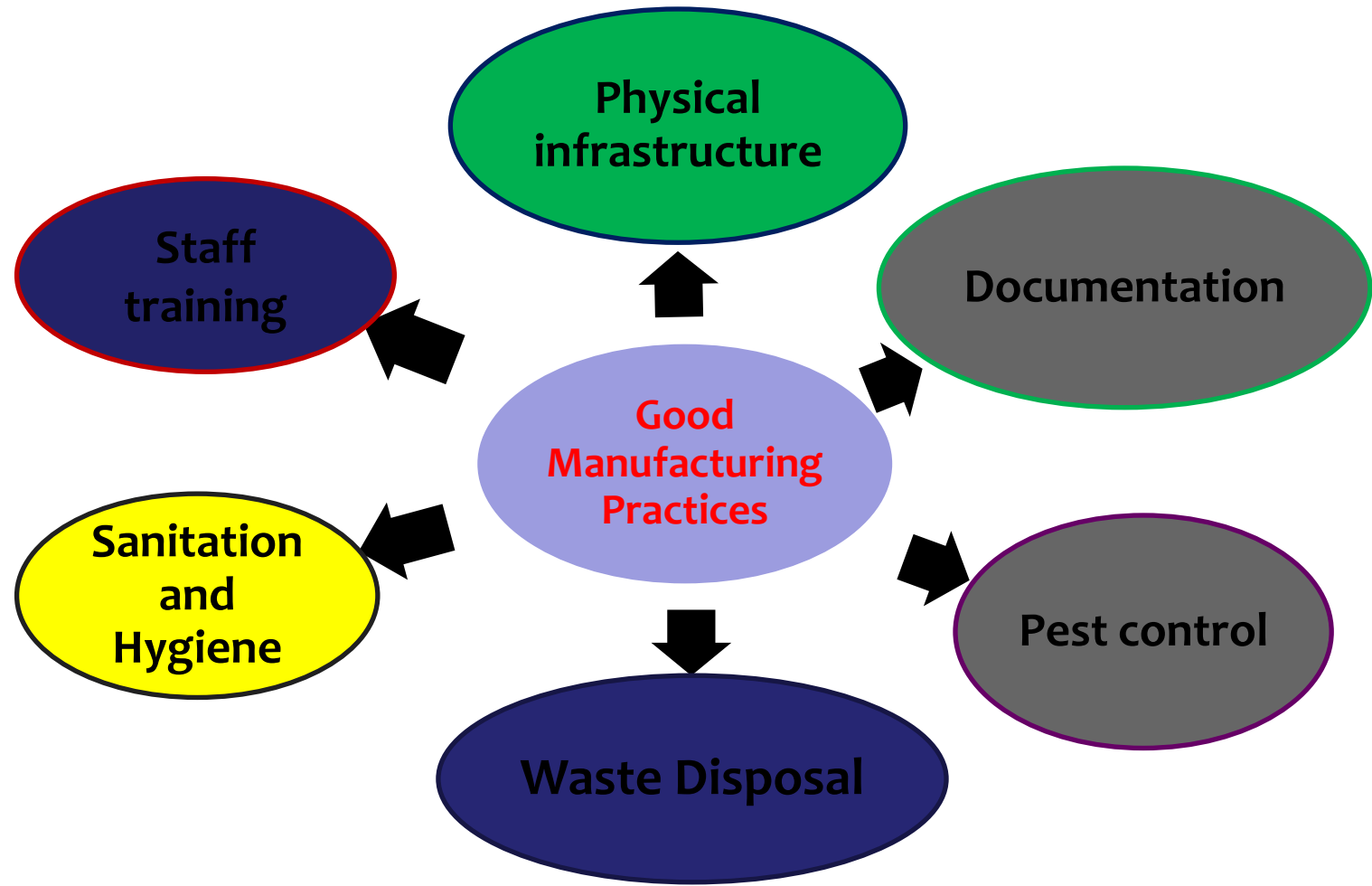


# *Legal and Regulatory Requirements*

- Registration of the Business
- Registration with Ministry of Health
- Compliance with mandatory or legal requirements
- Conformance with Industry/National/Regional/International Standards



# GOOD MANUFACTURING PRACTICES





# PHYSICAL INFRASTRUCTURE

- Premises
- Building Interior/Exterior
- Process Flow
- Equipment
- Layout



# Pest Control

- Establish and implement a pest control programme
- Identify a responsible individual to maintain the programme
- Keep records

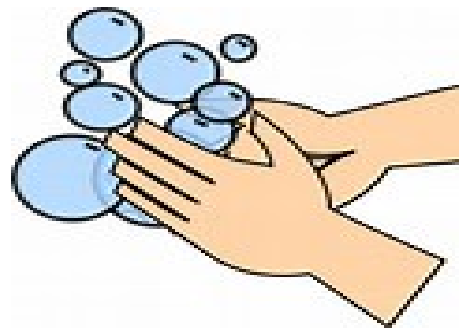


# WASTE DISPOSAL

- Establish and implement a waste disposal programme
- Identify a responsible individual to maintain the programme
- Keep records



# SANITATION AND HYGIENE



**STOP MICROBES  
USE GOOD HYGIENE**





# **STAFF TRAINING**



Personnel/Human Resource  
Training



# *Manufacturing/Production*

## **RAW MATERIALS**

- ❖ Purchasing and Receiving
- ❖ Transportation and Storage
- ❖ Product Identification and Traceability
- ❖ Finished Product Storage





# In-Process Controls

- Operating limits must be established for each process step
  - Drying time
  - Boiling time and temperature,
  - Cooling
  - Product texture
- Each processors specific operation will be different, so QS must be specific.



# **QUALITY CONTROL, INSPECTION AND TESTING**

- Inspection, Quality Control Staff
- Machinery/testing equipment
- Product Testing
- Equipment Preventative Maintenance



## Labelling Requirements – Consumer Protection

- Label information – complies with the JS1 Part 20
  - General requirements
  - Detailed requirements
  - Responsibility for labelling



# **BENEFITS OF A SYSTEM**

- Ensures consistent product quality
- Increases consumer confidence
- Reduces potential for system breakdown
- Increases competitiveness of the company



# *Steps to Certification*

- System should be mature (at least 3 months)
- Records must be available for review.
- National Certification Body of Jamaica (NBCJ) offers local and international certification.
  - E.g., Jamaica Made Mark, Certification Mark Programme, ISO 9001



# **THE WAY FORWARD**







# QUESTIONS





# Thank you for your attention

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[eedwards@bsj.org.jm](mailto:eedwards@bsj.org.jm)

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