

All Systems Go Ltd



Complete IT and Compliance Solution Providers

March 2014 – Issue 17



Welcome back to another exciting year! 2014 has already been racing away on us with the end of March drawing close. The summer has been fantastic and we have been enjoying many BBQs, always mindful of food safety at this time of the year.

Just a reminder that support for Windows XP will end 8th April 2014. Call one of our helpful Engineers on 09 5884078 who can discuss your options with you.

The Compliance Team has started the year with two additions, Nathan Scott as Quality Systems Specialist and Phil Szpera as Compliance Assurance Specialist.

Congratulations to Stephanie Carbone who has been approved as a Ministry of Primary Industry (MPI) Food Safety Programme Auditor. We are very proud of her achievement and the hard work she has put in over recent months.

2014 has also brought a renewal in our health and fitness commitments. We have Lynne Wright from LivFit come in and visit us monthly to help us achieve our goals, and to chastise us if we don't! So if you notice any of us changing then by all means let us know.

We will continue to work in both New Zealand and Australia this year, but of course, with great technology we are never far away should you need us.

Charles is still growing up as a replica of his father. He is pictured here at the end of his first Weetbix TRYathlon, the huge smile a sign of how much he enjoyed it. We sometimes feel like a major shareholder in Sanitarium with the amount of Weetbix a growing 7 year old can manage to eat on a daily basis! Obviously working well as no complaints of fatigue reported the next day.

We hope that 2014 brings all the plans you have made to light. Work and life balance is always tough to maintain. Don't forget All Systems Go if we can help in any way – let us worry about your IT and Compliance issues so you don't have to.

Looking forward to working with you all again.

Valerie and Tim Adams



09 588 4078

www.allsystemsgo.co.nz

12A Bowden Road, Mt Wellington, Auckland 1060
PO Box 112286, Penrose, Auckland, 1064

OUR PRODUCTS AND SERVICES

IT

❖ Hardware And Software Installation ❖ Microsoft 365 ❖ Network Troubleshooting ❖ Email And Internet Problems And Setup ❖ Securing Wireless Networks ❖ Peripheral Setup Of Printers ❖ Cameras And Other External Devices ❖ Viruses, Spyware, And Adware Removal ❖ Server Installation ❖ Small Business Management ❖ Forensic Recovery ❖

COMPLIANCE

❖ Project Management ❖ GMP, HACCP or Quality Systems Development ❖ Training ❖ Internal Audits ❖ Standard Operating Procedure (SOP) Development ❖ Quality Monitoring ❖ Food Labelling Legislation ❖ Health & Safety Programmes for ACC WSMP Audit ❖ MPI Food Safety Programme Auditing ❖

Backup, Backup, BACKUP! Why it is important!

By Mohsin Al-Azad

Everybody knows it is important to back up data & files but sometimes software can be configured incorrectly or an essential folder or database file is missed from the schedule. When was the last time you tested your backup solution and tried to restore a file back to your computer? Data backup simply involves the storing of your essential files from your computer in another location. Then if there is any loss or corruption of your data on your primary machine, you still have your data in a backup in order to restore those files. Data loss can be devastating to your business, and while there are options to recover data after a disaster it is far easier to restore your files from a backup than to attempt to recover your data from a failed hard drive.



A situation we see regularly is a laptop being stolen with the backup drive in the same bag. It is important to have your backup stored offsite or somewhere separate to your laptop. This may mean you need multiple disks to keep copies.

Often we assist clients with failed drives with no back up. Most of the time this is a difficult, time rich procedure which can cost \$1000's. Ask yourself how would you proceed if your business lost your database or essential customer files????

There are a number of ways data can be lost unexpectedly. **Computer File System Errors, Virus Infection, Hard Disk Failure, Physical Computer Damage and even Theft** can all cause you a major headache! Would your business survive loss of your essential data?

Have we scared you enough yet????

We have the answers. You need a reliable (verified) back up. There are various options available. Using a secondary internal\external hard disk is one way. Or if you prefer a "hands free" solution there are cloud backup options available via our online backup partners. If you need any help regarding setup of a backup or maybe even just a check that your existing backup is actually doing what you think it should be, please phone us to talk with the ASG IT team.



Our advice is free. Restoring your lost data probably won't be.

External Hard Drives

Transcend 1 TB USB3 External Hard drive

\$120 + GST



Compliance Calendars

Too many non-conformances are being raised in audits due to schedules not being followed. Internal Audits, Management Reviews, Microbiological Testing and Product Evaluation must be conducted within the months that is scheduled within your Compliance Calendars or Task Planner. These are designed to ensure the validation and currency of your programmes, to drive continuous improvement and to avoid non-conformances.

We can help you if you have limited resources and time. Call one of our Specialists to discuss the best plan for your business.

Audit reports need to be suitably detailed but are not intended to be the next Pulitzer prized novel! Taking photos and including them within your report is a great way to show the actual non-compliance that is being described, as well as creating a gallery for before and after photos. These after photos can also be incorporated into SOPs or Work Instructions to demonstrate to staff how the machinery or area is expected to look.

Let's work together in 2014 to strengthen the integrity of your Food Safety Programme and drive Continuous Improvement.

Camera



Key features

- Waterproof, Dustproof, Shock-proof, Freeze-proof
- 16.1 megapixel
- 4x optical zoom
- 2.7-inch LCD
- HD Movie (720p)
- Picture Effect (Movie and Panoramic)
- Advanced Flash Technology



MEET THE TEAM



My name is Phil Szpera and have recently started with All Systems Go as a Compliance Assurance Specialist.

I am originally from North-eastern France from a small town name Colmar.

My wife and I have been living in New Zealand for over a year now and we are really enjoying Auckland and its friendly people.

In my spare time, I enjoy sea related activities (such as swimming and snorkelling), playing video games and hiking around all the fantastic spots in New Zealand.

I am looking forward to working with all of you and I am very excited about this great opportunity.

Tips for Summer Food Safety.

- **Set your thermostat**
- **Get food home quickly**
- **Keep hot food hot**
- **Don't leave hot foods to completely cool before refrigerating**
- **Keep Chicken and Seafood chilled**
- **Thaw frozen food thoroughly**
- **Don't overfill your fridge**
- **Store leftovers safely**
- **Know when to throw away**
- **Avoid handling food when you're not feeling well**
- **Clean tongs between handling raw and cooked meats on the BBQ**



Our very own Valerie Adams meets with New Zealand's own Valerie Adams!

09 588 4078

www.allsystemsgo.co.nz

12A Bowden Road, Mt Wellington, Auckland 1060

PO Box 112286, Penrose, Auckland, 1064

To unsubscribe click here [Unsubscribe Me](#)