

HACCP I: Prerequisite Programs

HACCP Prerequisite Programs are the foundation of any comprehensive Food Quality System, and provide the building blocks for HACCP plan development. With this practical two-day course you will learn how to:

- Describe the components of a HACCP prerequisite program
- Begin the process of implementing a prerequisite program
- Identify good manufacturing practices
- Address the challenges of allergens in your operation

HACCP II: Developing Your HACCP Plan

Develop your own HACCP Plan through this hands-on program which takes you from product description to the completion of your Master HACCP Document. During this three-day course, you will:

- Conduct a Hazard Analysis on a product line
- Determine Critical Control Points (CCPs), critical limits, monitor procedures, and corrective action, with accurate record-keeping and verification processes
- Chart the practical steps to HACCP implementation
- Interpret current government legislation

HACCP III: Train the Trainer

Your legal liability under a HACCP system depends on how closely your staff members conform to the program. Equip your HACCP Team with the knowledge and skills to be an effective trainer in your facility. Train plant staff on the importance of the HACCP system, the requirements of Good Manufacturing Practices (GMPs or HACCP Prerequisite Programs) and the essential management of Critical Control Points (CCPs). This two-day, interactive workshop, will help you:

- Develop your HACCP training plan
- Create a lesson plan to standardize the quality of training
- Incorporate the principles of adult learning
- Demonstrate the skills of CCP monitoring, record-keeping and corrective action to ensure the effectiveness of your HACCP program

HACCP IV: Validation & Verification of your HACCP System

Regulatory agencies and HACCP certifiers require scientific validation of your HACCP controls. Risk assessment, statistical process control, predictive microbiological methods and pathogen challenge studies can scientifically validate your plan. Verification is essential to ensure that your HACCP plan effectively controls the hazards in your facility. In this two-day session you will:

- Identify regulatory and documentation requirements for verification and validation
- Understand how verification differs from validation
- Identify and implement HACCP plan validation and re-validation strategies
- Schedule and implement components of prerequisite and HACCP verification components

HACCP V: Auditing Your HACCP System

HACCP audit failure often occurs due to a lack of formal, properly documented internal system audits. Such audits are required for HACCP certification under federal, provincial and other HACCP certification protocols. Learn how to audit your HACCP Prerequisite Program and HACCP plans effectively in preparation for a government audit. During this one-day course, you will learn:

- How to effectively audit a HACCP plan
- How to prepare for an external audit
- Techniques for audit planning, executing, reporting and follow-up
- How to develop an audit checklist

HACCP VI: Procedure Writing and Document Control

Documentation and well written procedures are mandatory when dealing with food safety and quality issues. Prerequisites, HACCP and ISO systems all require accurate documentation, but provide few guidelines to help you with this process. This two-day course will examine the mechanics of effective procedure writing and help you implement and maintain your documentation systems to ensure continuous regulatory compliance. You will explore:

- The process of document preparation
- How to create standard page templates
- How to write appropriate procedures and work instructions
- How to ensure the reliability and control of your paper or electronic documentation system