



FSSC 22000 v6

Internal Auditor - International



Your partner
in progress

Course descriptive

The adoption of a food safety management system (FSMS) is intended to enable an organization to improve its food safety (FS) performance and to manage its FS risks. An internal audit is an essential element to an effective FSMS, and by attending this course you will benefit by learning and developing the skills to help improve your organization's FS performance.

This course develops the necessary skills to assess and report on the conformance and implementation of processes based on FSSC 22000. You'll learn how to initiate an audit, prepare and conduct audit activities, compile and distribute audit reports, and complete follow-up activities.

Pedagogical objectives

This course will help you to understand the FSSC 22000 food safety management system requirements relative to:

- The ability to consistently provide safe foods and relevant products and services that meet customer and applicable statutory and regulatory requirements
- Addressing risks associated with its objectives
- The ability to demonstrate conformity to specified food safety management system requirements

Skills to be acquired

You will have the knowledge to:

- Explain the guidelines of management system auditing according to ISO 19011
- Determine the application of ISO 19011 guidelines to auditing FSSC 22000

You will have the skills to:

- Initiate the audit
- Prepare audit activities
- Conduct audit activities
- Prepare and distribute the audit report
- Complete the audit
- Audit follow-up



Targeted audience

Anyone involved in the auditing, maintaining, or supervising of an FSSC 22000 FSMS. This may include staff in operations, technical or quality teams.

Prerequisites

You should have a good knowledge of FSSC 22000 and the key principles of an FSMS. If not, we strongly recommend you attend our FSSC 22000 Understanding or Implementing course.

Duration

2 days – 14 hours

Pedagogical, technical and framing means

Course materials including:

- Introduction to the training, detailed program and security assignments
- Course presentation, theory and activities/ role plays
- Answers to the activities
- Videos
- Additional documents, distributed during the sessions, to use for the activities
- Attendance sheet to be signed



Assessment specifics

- Questionnaire to assess the knowledge at the end of the training
- Customer survey

What is included?

- Course materials, provided electronically
- Letter of attestation
- Official certificate



Agenda – Day 1

Time	Subject
09:00	Benefits to you, welcome and introductions
	Course aims, objectives and structure
	FSSC 22000 Refresh quiz and components overview
	FSSC 22000 requirements for internal audits and intended results
	ISO 19011 guidelines and application to auditing FSSC 22000
	Guidelines for auditing management systems ISO 19011
	Terms and definitions
	Definition of an audit
	Audit process, evidence and criteria
	Principles of auditing
	Typical audit activities
	Audit program
	Defining the internal audit program
	Audit objective, scope and criteria
	Auditor responsibilities
	Initiating and preparing audit activities
	Initiating the audit
	Document review and sampling
	Audit plan
	Work document preparation
	Checklists
	Conducting the audit activities
17:30	End of day 1



Day 2

Time	Subject
09:00	Review of day 1 quiz
	Conducting the audit activités (continued)
	Opening meeting
	Communication skills
	Personal behaviour
	Document review during the audit and verifying information
	Recording the facts and generating findings
	Generating audit findings
	Audit trail
	Auditing specific requirements for food defense pla, food fraud mitigation plan and environmental monitoring program
	Documenting nonconformities
	Nonconformity write up
	Grading nonconformities
	Preparing audit conclusions and closing meeting
	Prepare audit report, complete audit and follow-up
	Preparing and distributing the audit report
	Completing the audit
	Conducting audit follow-up
	Review and respond to proposed corrective action
	Reflection quiz
17:30	Course review and final questions
	End of course



*These training modules are eligible to the subsidizing by the public institutions in France (OPCO).

**Each delegate receives a training convention after the enrollment.

***Please note that for the public sessions, you have until 48h before the start of the course to confirm your enrollment. For the in-house sessions, the deadline would be of two weeks prior to the start of the course.

****Should you be in a disabled situation, please contact us and indicate what details should be taken into account.

You can contact us on training.france@bsigroup.com or **01 89 79 00 40**.