Guide to Writing a HACCP Plan - International

bsi

Your partner
in progress

Course descriptive

Preventative food safety risk management is a fundamental requirement in all food safety compliance standards.

The CODEX Recommended International Code of Practice, General Principles of Hygiene and the HACCP approach described in Hazard Analysis and Critical Control Point (HACCP) System and Guidelines for its Application (Annex) are globally accepted as best practice methodology for food safety risk assessment.

This course details the CODEX HACCP methodology for the 5 preliminary steps and 7 principles required in the development of HACCP plans. Specific insight will be gained in:

- Application of HACCP methodology to meet the expectations of GFSI Food Safety Standards
- Verification activities required to maintain an effective HACCP based food safety management system

Through references to current food product and process examples, you'll develop practical skills and confidence to participate or lead a HACCP team in your workplace.

Pedagogical objectives

- Advance your understanding of the importance of preventative food safety management systems
- Engage in a proactive process to identify significant food safety hazards and determine critical control points to ensure the safety of your product and process
- Apply the HACCP food safety risk assessment methodology to your products and processes to facilitate safe food production and meet compliance requirements of food safety standards
- Develop a scientifically sound, preventative food safety management system
- Apply risk-based thinking to improve the resilience of your food safety management system

Skills to be acquired

Upon completion of this training, you will be able to:

- Define concepts of CODEX General Principles of Hygiene and the application of HACCP
- Identify GFSI requirements for a HACCP based system
- Identify different tools and methods of verification to apply HACCP to your workplace food safety management system
- Explain the intent of different perspectives or approaches within a food safety management system
- Apply the concept of HACCP
- Source information to inform a HACCP study of your products and processes
- Interpret and evaluate relevant information and ideas relating to HACCP and food safety management systems
- Execute a preventative food safety hazard assessment

Targeted audience

The course is for anyone involved in food production/preparation and food safety systems development and management.

It's especially relevant if you're directly involved in the development and maintenance of HACCP plans and food safety management systems.

Prerequisites

Pre-course reading is provided prior to the course to ensure you have an understanding of the CODEX Recommended International Code of Practice, General Principles of Hygiene.

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	Topic
09:00	Welcome and introductions
	Overview of course aim, learning objectives and course structure
	Introduction to HACCP • The importance of food safety • The need for HACCP food safety management procedures • HACCP definitions • Consequences of poor food safety • Cost of foodborne illness • Impact on consumer confidence
	HACCP food safety management • History of HACCP • HACCP methodology • Legal defence: HACCP and Duty of Care • Structure of Food Safety Management Systems • Interpretations of CODEX HACCP
	Principles of General Hygiene • CODEX Recommended International Code of Practice General Principles of Food Hygiene
	HACCP Preliminary Steps • HACCP team • Product description • Intended use
	Principles of HACCP • Identifying potential food safety hazards • Types of hazards
17:00	End of day 1

Agenda - Day 1

Time	Topic
09:00	Welcome to day 2, refresh quiz
	Principles of HACCP • Product and process areas of risk • Determine the significance of potential hazards • Measures to control identified hazards • Documenting the Hazard Analysis • Determining critical control points • CODEX CCP decision tree • FSSC decision tree for selection and categorization of OPRPs and CCPs • Mitigating hazards through CCPs • Critical limits • Monitoring of CCPs • CCP corrective actions • Documenting the HACCP Audit Table • Verification activities • Documentation and record keeping
	Implementing HACCP • Implementing HACCP food safety systems
	Exam preparation, course review and final questions
17:00	Examination (1 hour)

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

**Each delegate receives a training convention after enrolment.

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