



IHA Accredited Introductory to HACCP Workshop Agenda

Presented by Soterian Systems, LLC



International HACCP Alliance Lead Instructor: Nancy Scharlach

Day One

- 8:00 AM **Welcome and Introductions**
- 8:10 AM **Section 1: HACCP Introduction and Overview**
A review of the history of HACCP, benefits of HACCP, and the relationship to quality and food safety.
- 8:45 AM **Section 2: HARPC (Food Safety Plan) and FSMA**
An Introduction to the differences between HARPC and HACCP
- 9:00 AM **Section 3: Prerequisite Programs**
Review of PRP's; sanitation, GMP's, housekeeping, hygienic practices, training, pest control, supplier management, etc.
- 9:45 AM **BREAK**
- 10:00 AM **Sections 4, 5, and 6: Hazards: Biological, Chemical, and Physical**
Define significant hazards and review the risks associated with them.
- 11:15 AM **Section 7: Initial Tasks in Developing HACCP Plans**
Outline and discuss the initial steps to developing a HACCP Plan.
- 12:00 PM **LUNCH**
- 1:00 PM **Workshop – Breakout Exercise #1: Initial HACCP Task 2, Task 3**
Break out into teams and choose product, flow diagram, etc.
- 1:30 PM **Section 8: Hazard Analysis & Critical Control Points**
Discuss Principle 1 and 2, outline methods of conducting a Hazard Analysis and Critical Control Points.
- 2:30 PM **BREAK**
- 2:45 PM **Workshop – Breakout Exercise #2: Principle 1, 2**
Get into teams and begin discussions around completing a Hazard Analysis and identifying CCP's. Teams to present plan to class.
- 4:30 PM **Adjourn**

Day Two

- 8:00 AM **Section 9: Critical Limits, Monitoring, and Corrective Actions**
- 9:00 AM **Workshop – Breakout Exercise #3: Principles 3, 4, 5**
Re-group into teams and finish exercise. One team to present final plan to group
- 10:00 AM **BREAK**
- 10:15 AM **Section 10: Verification Procedures and Record-keeping**
Workshop – Breakout Exercise #4: Principles 6, 7
Re-group into teams and finish exercise. One team to present final plan to group.
- 11:30 AM **Section 11: Validation**
Discuss difference between verification and validation. Outline validation methods and revalidation activities.
- 12:00 PM **LUNCH**
- 1:00 PM **Section 12: Managing and Maintaining HACCP Programs**
Discuss maintaining and managing HACCP Programs.
- 1:30 PM **Section 13: HACCP and the Regulatory Agencies**
Outline regulatory requirements and expectations with HACCP.
- 2:30 PM Summary and Q&A & Certificate of Completion (with International HACCP Alliance Seal)
- 3:00 PM Adjourn