DATE
12-16 June 2023

VENUE
Online

DURATION
35 hours

TUTOR
Vukasin Tadic

LANGUAGE
English

APPLICATION FORM

FSSC 22000- LEAD AUDITORS

DESCRIPTION OF THE TRAINING COURSE

FSSC 22000 is a Food Safety System Certification Scheme in accordance with the requirements of ISO 22000:2018 standard, the prerequisite programs as defined in the relevant technical standards of the ISO/TS 22002 series, and the additional requirements of the FSSC 22000 Scheme.

The purpose of the FSSC 22000 Scheme is to ensure that it consistently meets international requirements leading to certification that in turn ensure the provision of safe food products to consumers worldwide. The objectives of the FSSC 22000 Scheme include the control and reduction of any security risk related to finished food products delivered to the next stage of the food chain and the creation and maintenance of an accurate and reliable Register of Certified Organizations that have proven to comply with its requirements.

The added value for a certified organization in the food chain relies on the supervision by the FSSC 22000 holder to ensure that the integrity of the entire certification process complies with the requirements of the FSSC 22000 Scheme that is recognized by the private organization Global Food Safety Initiative (GFSI).

TÜV CYPRUS in cooperation with Frederick University as part of their commitment in providing high quality training services to their partners, organize this five-day FSSC 22000 Lead Auditor training course for participants who wish to gain in-depth knowledge on the FSSC 22000, the auditing guidelines, techniques and auditor skills, roles and responsibilities.

COST OF THE TRAINING COURSE

Cost
€1.500

OBJECTIVES

With the completion of the training course participants will be able to:

1. Learn about, be able to interpret in depth and understand the implementation of the basic principles and requirements of FSSC 22000.

2. Know about and understand the characteristics of an auditor, his/her role and responsibilities and basic skills;

3. Learn about the techniques, tools and basic principles of planning, conducting and reporting third-party audits, monitoring their results and managing non-conformities;

4. Gain experience in the certification process and audit duration calculation through group exercises – case studies;

5. Distinguish between audit types and multi-site organisations, and learn about their key features;

6. Meet the training requirements for professional development in external FSMS auditing;

7. Be familiarized with the FSSC 22000 Portal and how to upload the audit report and relative audit documentation, including manage the corrective actions;

8. Gain basic knowledge on the history, philosophy, mission and vision of the FSSC 22000 Scheme;

9. Be able to explain the purpose of FSMS, of food safety standards, of management system audit, of third-party certification and the business benefits of improved performance of the FSMS;

10. Acquire a recognized professional qualification by receiving the Certificate of Successful Completion of the training course.

PURPOSE

The purpose of this training course is to provide thorough and in-depth training of participants in the requirements, techniques and practical application of food safety management system (FSMS) third-party audits, in accordance with the basic principles and requirements of FSSC 22000 Scheme. Participants are trained in the general auditing guidelines and techniques, and the audit process, which includes the design, planning, conduct, documentation, audit reporting, management of audit findings and implementation and follow up of corrective actions.

TARGET AUDIENCE

1. External quality / food safety auditors
2. Internal quality / food safety auditors
3. Managerial, supervisory and technical staff across the food chain
4. Food safety team members
5. FSMS business consultants
6. Any other participant who wishes to gain or enhance his/her knowledge upon the FSSC 22000 certification scheme, the general auditing guidelines and techniques, and the audit process and learn or improve their auditing skills.

Application Form

Please complete and return the form via E-mail to ekek@frederick.ac.cy
Seminar Code: 090930732

Organization Name	
Social Insurance Number	
VAT No	
Postal Address	

Participants' Full Name	Participants' ID Card	Position in the Organization
1.	1.	1.
2.	2.	2.
3.	3.	3.
Participation Incentives:		

Tel.	Fax	Mobile	Email

Contact Person Name:
Payments of the cost for participation shall be made PRIOR THE BEGINNING of the training course to the following bank account:
Όνομα λογαριασμού: TUV CYPRUS LTD Τράπεζα Κύπρου IBAN CY 81 0020 0338 0000 0001 0236 4400 • SWIFT BIC BCYPCY2N ASTROBANK LTD IBAN CY 2500 800 104 0000 0000014337336 • SWIFT BIC PIRBCY2N Ελληνική Τράπεζα IBAN CY 08 0050 0143 0001 4310 A647 5401 • SWIFT BIC HEBACY2N

Cost
€1.500

FSSC 22000 – LEAD AUDITORS Training Content 12-16 June 2023	
DAY 1 – 12 June 2023	
Time	**Training Content**
09:00-09:30	Introduction (Icebreaker) - Presentation of tutor and delegates
09:30-10:30	**Module 1: FSSC 22000 Scheme** **i. FSSC 22000 General Introduction** Purpose, Vision, Mission, Components (FSSC 22000 Requirements, ISO 22000:2018 and Sector specific PRPs), History
10:30-10:45	**Break**
10:45-12:45	**Module 1: FSSC 22000 Scheme** **ii. FSSC 22000 Scheme Requirements (Analysis, explanation and auditing of requirements)** FSSC 22000 additional requirements for system documentation: Management of Services and Purchased Materials, Product Labelling, Food Defense, Food Fraud Mitigation, Logo Use, Management of Allergens, Environmental Monitoring, Formulation of Products, Transport and Delivery, Storage and Warehousing, Hazard Control and Measures for Preventing Cross-Contamination, PRP Verification, Product Development, Health Status, Requirements for Organizations with Multi-Site Certification.
12:45-13:15	**Break**
13:15-14:45	**Module 1: FSSC 22000** **ii. FSSC 22000 Scheme Requirements (Analysis, explanation and auditing of requirements)** FSSC 22000 additional requirements for system documentation: Management of Services and Purchased Materials, Product Labelling, Food Defense, Food Fraud Mitigation, Logo Use, Management of Allergens, Environmental Monitoring, Formulation of Products, Transport and Delivery, Storage and Warehousing, Hazard Control and Measures for Preventing Cross-Contamination, PRP Verification, Product Development, Health Status, Requirements for Organizations with Multi-Site Certification. Examples and activities.
14:45-15:00	**Break**
15:00-16:30	**Module 2: ISO 22000 (Standard's requirement: analysis, explanation and auditing of clauses)** 4. Context of the organization (4.1. Understanding the Organization and its Context, 4.2. Understanding the Needs and Expectations of Interested Parties, 4.3. Determining the Scope of FSMS, 4.4. FSMS), 5. Leadership (5.1. Leadership and Commitment, 5.2. Policy), 6. Planning (6.1. Actions to Address Risks and Opportunities, 6.2. Objectives of the FSMS and Planning to Achieve Them, 6.3. Planning of Changes) Examples and activities.
16:30-17:00	**Wrap up of the 1st day - Questions and remarks**

Time	Training Content
DAY 2 – 13 June 2023	
Time	**Training Content**
09:00-09:30	Review of Day 1
09:30-10:00	**Module 2: ISO 22000 (Standard's requirement: analysis, explanation and auditing of clauses)** 7. Support (7.1 Resources, 7.2 Competence, 7.3 Awareness, 7.4 Communication, 7.5 Documented Information) Examples and activities.
10:00-11:00	**Module 2: ISO 22000 (Standard's requirement: analysis, explanation and auditing of clauses)** 8. Operation (8.1 Operational Planning and Control, 8.2 Pre-Requisite programs, 8.3 Traceability system, 8.4 Emergency preparedness and response, 8.6 Updating the information specifying the PRP and Hazard control plan, 8.7 Control of monitoring and measuring, 8.8 Verification related to PRP and the hazard control plan, 8.9 Control of product and process nonconformities) Examples and activities.
11:00-11:15	**Break**
11:15-12:45	**Module 2: ISO 22000 (Standard's requirement: analysis, explanation and auditing of clauses)** 8. Operation (8.1 Operational Planning and Control, 8.2 Pre-Requisite programs, 8.3 Traceability system, 8.4 Emergency preparedness and response, 8.6 Updating the information specifying the PRP and Hazard control plan, 8.7 Control of monitoring and measuring, 8.8 Verification related to PRP and the hazard control plan, 8.9 Control of product and process nonconformities). Examples and activities.
12:45-13:15	**Break**
13:15-14:45	**Module 2: ISO 22000 (Standard's requirement: analysis, explanation and auditing of clauses) &** **Module 3: Hazard Control** 8.5 Hazard Control & Codex Alimentarius - General Principles of Food Hygiene CAC/RCP 1-1969, HACCP System Principles Examples and activities.
14:45-15:00	**Break**
15:00-16:30	**Module 2: ISO 22000 (Standard's requirement: analysis, explanation and auditing of clauses)** 9. Performance Evaluation (9.1 Monitoring, measuring, analysis and evaluation, 9.2 Internal Audits, 9.3 Management Review), 10. Improvement (10.1 Non conformity and corrective action, 10.2 Continual Improvement, 10.3 Update of the FSMS) Examples and activities.
16:30-17:00	**Wrap up of the 2nd day - Questions and remarks**

DAY 3 – 14 June 2023	
Time	**Training Content**
09:00-09:30	Review of Day 2
09:30-11:00	**Module 4: Pre-Requisite Programmes (PRPs) _ ISO/TS 22002-1 Technical Standards' requirements (Analysis, explanation and auditing of clauses)** 4. Construction and layout of buildings, 5. Layout of premises and workspace, 6. Utilities - air, water, energy, 7. Waste disposal, 8. Equipment suitability, cleaning and maintenance, 9. Management of purchased materials, 10. Measures for prevention of cross contamination, 11. Cleaning and sanitizing, 12. Pest control, 13. Personnel hygiene and employee facilities, 14. Rework, 15. Product recall procedures, 16. Warehousing, 17. Product information and consumer awareness, 18. Food defence, biovigilance and bioterrorism.
11:00-11:15	**Break**
11:15-12:45	**Module 4: Pre-Requisite Programmes (PRPs) _ ISO/TS 22002-1 Technical Standards' requirements (Analysis, explanation and auditing of clauses)** Other PRPs Standards (ISO/TS 22002-2 for Catering, ISO/TS 22002-3 for Farming, ISO/TS 22002-4 for Food Packaging, ISO/TS 22002-5 & NTA 8059 for Storage and Transport, ISO/TS 22002-6 for Animal Feed, PAS 221 for retail / Supermarkets)
12:45-13:15	**Break**
13:15-14:45	**Module 5: ISO 19011 Guidance for Auditing** **5i** Overview of ISO 19011 **5ii** Auditing terms and definitions **5iii** Auditor: attributes, roles, responsibilities, competencies and evaluation. Examples and activities
14:45-15:00	**Break**
15:00-16:30	**Module 6: Certification – Audit Process** -ISO/IEC 17021-1 and OSP/TS 22003 accreditation standards' basic requirements -Types of audits -Audit duration calculation -Multi-site organizations Examples and activities.
16:30-17:00	**Wrap up of the 3nd day - Questions and remarks**

DAY 4 – 15 June 2023	
Time	**Training Content**
09:00-09:30	Review of Day 3
09:30-11:00	**Module 6: Certification – Audit Process** Audit Activities Overview Audit activities: Planning and Preparation Examples and activities.
11:00-11:15	**Break**
11:15-12:45	**Module 6: Certification – Audit Process** Audit activities: Performing the audit Examples and activities.
12:45-13:15	**Break**
13:15-14:45	**Module 6: Certification – Audit Process** Audit activities: Audit reporting Examples and activities.
14:45-15:00	**Break**
15:00-16:30	**Module 6: Certification – Audit Process** Audit activities: Audit follow up / Nonconformities Management Examples and activities.
16:30-17:00	**Wrap up of the 4th day - Questions and remarks**

DAY 5 – 16 June 2023	
Time	**Content**
09:00-09:30	Review of Day 4
09:30-11:00	**Module 6: Certification – Audit Process** Practical Approach
11:00-11:15	**Break**
11:15-12:45	**Module 7: FSSC 22000 Portal** Portal Overview, Auditors Database, Audits Registration, Audit Documentation and Certificates Uploads, Deadlines
12:45-13:15	**Break**
13:15-14:45	**Repetition Activities – Preparation for the written examination**
14:45-15:00	**Break**
15:00-17:00	**Written Examination**
17:00-17:15	**Evaluation of the seminar (via email)**