

CURRENT GOOD MANUFACTURING PRACTICES, PRE-HACCP & FSMA



DATE: MAY 12TH, 2015

INSTRUCTORS: NINA PARKINSON, MELISSA HUGHES & HEIDI WRIGHT

LOCATION: AEMTEK TRAINING ROOM, 46309 WARM SPRINGS BLVD., FREMONT, CA 94539

COST FOR CGMP ONLY: \$195 (INCLUDES ALL COURSE MATERIALS AND CERTIFICATE OF COURSE COMPLETION)

OVERVIEW: In addition to being a U.S. regulation, the current Good Manufacturing Practices (cGMPs) are globally accepted conditions that are followed to produce safe and wholesome foods. The regulation provides guidelines for preventing product adulteration. By establishing these as the foundation of their Prerequisite Programs, food processors are able to develop HACCP programs that are concise and manageable.

OBJECTIVES: This course will review 1) the current GMPs, 2) how cGMPs should be implemented, 3) how they are useful in the development of HACCP programs, and 4) the progress on the FDA's Food Safety Modernization Act (FSMA). Upon successful completion of the cGMP course, participants will receive certificates of attendance. **The pre-HACCP topics of biological, chemical, physical and radiological hazards will be discussed in the afternoon.** Refer to the next page for more information on HACCP.

WHO SHOULD ATTEND: Anyone starting up under HACCP, or those experienced processors who want a refresher course in cGMP basics. This includes managers and supervisors, QA/QC personnel, HACCP auditors, and government regulators.

| PART 1: GOOD MANUFACTURING PRACTICES (cGMPs) | |
|---|---|
| TUESDAY, MAY 12TH, 2015 | |
| 7:30—8:00 AM | Registration & Continental Breakfast |
| 8:00—8:30 AM | Welcome, Introductions & Course Objectives |
| 8:30—9:15 AM | Overview of GMPs, HACCP & FSMA |
| 9:15—10:15 AM | Documentation & Recordkeeping |
| 10:15—10:30 AM | Coffee Break & Networking |
| 10:30—11:15 AM | GMPs: Foundation for Food Safety |
| 11:15—12:00 PM | Personnel & Employee Hygiene |
| 12:00—1:00 PM | Lunch Sponsored by AEMTEK |
| 1:00—2:00 PM | Buildings & Facilities Equipment & Utensils Production & Process Controls Warehousing & Distribution Defect Action Levels |

| PART 2: PRE-HACCP & FSMA | |
|-------------------------------------|---|
| TUESDAY, MAY 12TH, 2015 | |
| 2:00—3:15 PM | Biological Hazards & Controls |
| 3:15—3:30 PM | Afternoon Refreshments |
| 3:30—4:15 PM | Chemical & Radiological Hazards & Controls |
| 4:15—4:30 PM | Physical Hazards & Controls |
| 4:30—5:00 PM | Current Updates with the Food Safety Modernization Act (FSMA) |
| 5:00 PM | Adjourn for the Day! |

ABOUT THE INSTRUCTORS (OTHER BIOS ON THE NEXT PAGE)

Nina Parkinson

Nina is currently a food industry consultant. She was senior scientist at the Center for Technical Assistance for the National Food Processors Association (now GMA) in Dublin, CA. She is an expert in evaluating food safety issues, assessing the microbiological integrity of prepared foods and performing audits of food processing facilities. She has international experience in the development and evaluation of HACCP plans at a variety of facilities. She has taught numerous courses on food microbiology, Good Manufacturing Practices, sanitation, Prerequisite Programs, HACCP, Better Process Control School and the Howard mold count procedure in both English and Spanish. She has also co-authored several chapters in food safety textbooks.

FOUR EASY WAYS TO REGISTER!

- 1) **ONLINE:**
<http://store.aemtek.com/training>
- 2) **PHONE:** 510-979-1979
- 3) **FAX:** 510-668-1980
- 4) **MAIL:** AEMTEK, INC., 46309 WARM SPRINGS BLVD.,
FREMONT, CA 94539



BASIC HAZARD ANALYSIS & CRITICAL CONTROL POINT (HACCP) WORKSHOP



DATES: MAY 13TH—MAY 14TH, 2015

INSTRUCTORS: NINA PARKINSON, MELISSA HUGHES & HEIDI WRIGHT

LOCATION: AEMTEK TRAINING ROOM, 46309 WARM SPRINGS BLVD., FREMONT, CA 94539

COST FOR HACCP ONLY: \$695 (INCLUDES ALL COURSE MATERIALS AND CERTIFICATE OF COURSE COMPLETION)

OVERVIEW: HACCP is a globally accepted system for producing safe foods. The principles can be applied from ‘farm to fork’ in all types of food industries, and are based on the concept of identifying and evaluating hazards and identifying points in the process where control is vital to prevent or eliminate the hazards. In addition to being required by U.S. federal regulations for specific foods, this system is also being required by many customers, both domestically and internationally.

OBJECTIVES: This workshop is designed to explain the basic concepts in lectures which are followed by interactive small group exercises, whereby the participants learn to apply the principles to different types of food products. **This workshop is accredited and certificates of course completion will have the seal of the International HACCP Alliance.**

WHO SHOULD ATTEND: Anyone starting up under HACCP, or those experienced processors who want a refresher course in HACCP basics. This includes managers and supervisors, QA/QC personnel, HACCP auditors, and government regulators.

DAY 1—cGMPs, PRE-HACCP & FSMA TUESDAY, MAY 12TH, 2015

Please refer to Page 1 of this handout. Successful completion of HACCP workshop requires attendance to the Pre-HACCP portion on the 12th, following cGMP.

DAY 2—BASIC HACCP WEDNESDAY, MAY 13TH, 2015

| | |
|---------------|---|
| 7:30—8:00 AM | Continental Breakfast |
| 8:00—9:00 AM | Announcements, Course Objectives & Pre-Quiz |
| 9:00—12:00 PM | Overview of Food Safety & HACCP Principles, Prerequisites to HACCP/ Sanitation SOPs, Initial Tasks, HACCP |
| 12:00—1:00 PM | Lunch (On Your Own) |
| 1:00—5:00 PM | Working Groups/Reports (Principles #1 and #2) |

DAY 3—BASIC HACCP THURSDAY, MAY 14TH, 2015

| | |
|---------------|--|
| 7:30—8:00 AM | Continental Breakfast |
| 8:00—12:00 PM | Critical Limits, Monitoring & Corrective Actions, Working Groups/Reports (Principles #3, #4 and #5) |
| 12:00—1:00 PM | Lunch (On Your Own) |
| 1:00—4:30 PM | Verification/Validation, Documentation/ Recordkeeping, Working Groups/Reports (Principles #6 and #7), Implementation & Management of HACCP |
| 4:30—5:00 PM | Questions, Comments, Post-Quiz & Conclusion of Workshop |

ABOUT THE INSTRUCTORS

(OTHER BIO ON THE PREVIOUS PAGE)

Melissa Hughes, M.Sc.

Melissa Hughes joined AEMTEK in December 2009 and currently serves as the Director of Quality for the company. She oversees both the food and environmental laboratory ISO 17025 quality management systems, issuing of analytical reports to clients and answering technical questions, subcontract testing services, and she also organizes AEMTEK's internal employee training. Melissa earned a Master of Science degree in Food Science from Texas Tech University in 2009, with an emphasis in food safety and microbiology. She has given many technical presentations, has written several conference abstracts, is published in the Journal of Food Protection and Food Protection Trends, and has experience in food safety outreach to both food manufacturers and consumers. Melissa is also an active member of many professional organizations, including the International Association for Food Protection (IAFP), Institute of Food Technologists (IFT and Northern California IFT), American Society for Microbiology (ASM), and the American Association for the Advancement of Science (AAAS).

Heidi Wright, Ph.D.

Dr. Heidi Wright joined AEMTEK in 2014, and currently serves as the Director of Research for the company. She is responsible for scoping, designing and coordinating research projects, including challenge studies, shelf life studies, sensory testing, special projects and method validation. She also provides technical service to clients and assists in strategic planning and business development opportunities. Dr. Wright earned her Ph.D. in Food Science & Technology and Toxicology from Iowa State University in 2009. Her research relating to natural antimicrobials and their function in food and clinical applications was conducted under a United States Department of Agriculture National Fellowship in Food Science, Technology and Toxicology.





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FREMONT, CA 94539

IMPORTANT

HACCP WORKSHOP PRE-REQUISITE INFORMATION

ALL ATTENDEES WHO ARE INTERESTED IN ENROLLING IN THE HACCP WORKSHOP MUST HAVE SUCCESSFULLY COMPLETED A CGMP COURSE FIRST. THIS CAN BE EITHER THE CGMP COURSE OFFERED AT AEMTEK ON MAY 12TH, OR A SIMILAR CGMP COURSE OFFERED ELSEWHERE BY A REPUTABLE TRAINER.

For a more detailed workshop agenda, questions regarding registration, travel/hotel information or other special requests, please contact Melissa Hughes at 510-979-1979 or e-mail her at melissa.hughes@aemtek.com.



ATTENDEE REGISTRATION FORM

Fields marked with asterisk (*) are required

ATTENDEE INFORMATION (Please print. Use one form for each person attending.)

| | | |
|-------------------|--------|--------------|
| First Name* | M.I. | Last Name* |
| Title* | | |
| Company* | | |
| Business Address* | | |
| City* | State* | Zip Code* |
| Business Phone* | Ext. | Business Fax |
| E-mail Address* | | |

WORKSHOP(S) ATTENDING* (Cost includes all course materials, breakfast/afternoon refreshments and certificates of course completion.)

- | | | |
|---|-----------------|---|
| <input type="checkbox"/> Good Manufacturing Practices (cGMP) Course ONLY Tuesday, May 12th, 2015 | \$195.00 | Total Amount Due* \$ _____ |
| <input type="checkbox"/> Basic Hazard Analysis & Critical Control Point (HACCP) Workshop ONLY Tuesday, May 12th (Part 2)—Thursday, May 14th, 2015. <u>Please see note at the top of this page about HACCP course pre-requisite.</u> | \$695.00 | |
| <input type="checkbox"/> Both Basic HACCP Workshop & cGMP Course Tuesday, May 12th (Part 1 & 2)—Thursday, May 14th, 2015 | \$800.00 | Most Popular & Best Deal! Save \$90! |

METHOD OF PAYMENT*

- Check** (Please remit payment to AEMTEK)
- Visa**
- MasterCard**
- Discover**
- American Express**

| |
|---|
| Credit Card # |
| Date of Expiration |
| CCV # <small>(3-4 digit code located on front/back of card)</small> |
| Name as it appears on credit card |
| Billing Street Address |
| Billing City and Zip Code |

TERMS & CONDITIONS

AEMTEK, Inc. reserves the right to determine eligibility of any company and/or individual to attend course, and reserves the right to reject or prohibit any company and/or individual, with or without giving cause. AEMTEK, Inc. also reserves the right to modify or cancel any training course or workshop. In the event of a cancellation, all attendees will be informed as soon as possible, and receive a full reimbursement of course fees only. Any refund requests received at **least 7 days** prior to the training course will be fully refunded, minus a processing fee. **No refunds will be issued if notice is given less than 7 days prior to course.** The attendee's registration may be transferred to a colleague with written notification.

I am authorized to sign this Attendee Registration form on behalf of attending company and/or individual, and I have read and understand the Registration form and agree to be bound by all of its terms and conditions.

Signature* _____

Date* _____