

## A Comprehensive Introduction into ISO 22.000:2005 in 5 Modules

### The lecturer

**Dr Mohamed Namish**, the lecturer for this series of modules, is a highly qualified Food Safety specialist with more than 20 years of experience in the field. Dr Namish is a graduate of Military Medical Academy, holding an M. D. in Medical Microbiology, Food Hygiene and Control, and also a graduate in Veterinary Science. His work and ongoing education have taken him to postings in Egypt as well as abroad.



Besides acting as a Quality Officer in the Egyptian Armed Forces for eighteen years, he has gained comprehensive experience as an expert, auditor and consultant in the Quality and Environmental Management fields as well as the Food Safety sector.

Dr. Namish is an IRCA Registered Auditor, a member of the Egyptian Vet. Med. Association and the Institute of Food Technologies (IFT), certified bacteriologist with the Egyptian Ministry of Health (Bacteriologist), member of the Egyptian Organization for Standardization & Quality and the Egyptian Accreditation Council Advisory committee (Lead Assessor /ISO 17021)

### The Five Modules

#### Module 1: Introduction to ISO 22000

What is ISO 22000?

ISO 22000 is a Food Safety Management System that can be applied to any organization in the food chain, farm to fork. Becoming certified to ISO 22000 allows a company to show their customers that they have a food safety management system in place, increasing customer confidence in the product. This is increasingly important as customers demand safe food, and food processors require that ingredients obtained from their suppliers are safe.

**This course gives detailed explanation of the ISO 22000 requirements**

#### Course Agenda

- *General Overview*
- *Management*

GETS Head Office 1164 St. Building number 5, Morabaa El Wozara, Masaken Sheraton, Cairo, Egypt

Phone: +20.109.8499006 mail: [el-sherif@tueo.com](mailto:el-sherif@tueo.com)



- *Resource Management*
- *Product Realization*
- *Measurement and Improvement*
- *Final Exam*

## **Module 2: Understanding ISO 22000 Prerequisite Programs (PRPs)**

### **What are Prerequisite Programs (PRPs)**

Prerequisite programs are programs and practices put in place to address the role the production environment plays in producing safe food products. Prerequisite Programs (PRPs) are often referred to as GMPs (Good Manufacturing Processes). Their purpose is to ensure that the environment is clean, sanitary and appropriate for manufacturing safe products.

**This course explains the (PRPs) requirements for food safety certification**

### **Course Agenda**

- *Buildings*
- *Layout and workspace*
- *Utilities*
- *Waste*
- *Equipment*
- *Purchasing*
- *Cross contamination*
- *Cleaning and sanitizing*
- *Pest control*
- *Personnel hygiene and facilities*
- *Rework*
- *Recall*
- *Warehousing*
- *Product information*
- *Food Defence*
- *Final Exam*

## **Module 3: Introduction to HACCP**

### **What is HACCP?**

Hazard Analysis and Critical Control Point (HACCP) is an internationally recognized system for reducing the risk of safety hazards in food. A HACCP System requires that potential hazards are identified and controlled at specific points in the process. This

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includes biological, chemical or physical hazards. Any company manufacturing, processing or handling food products can use HACCP to minimize or eliminate food safety hazards along their production lines.

**This course gives a detailed introduction into the HACCP requirement**

### Course Agenda

- *Conduct a Hazard Analysis*
- *Identify the Critical Control Points*
- *Establish Critical Limits*
- *Establish Monitoring Procedures*
- *Establish Corrective Actions*
- *Establish Verification Procedures*
- *Establish Record Keeping Procedures*
- *Final Exam*

## Module 4: Understanding ISO 22000 Documentation Requirements

### What is Food Safety Documentation?

Documenting processes provides control and consistency of how processes are performed, you will need to document procedures called out by the standard as well as those required to ensure control of other processes in your Food Safety Management System.

This means that your FSMS will have more documented procedures than just those specifically named in the standard but these procedures will be useful documents. They will ensure that processes are being done as management planned and approved. Conversely, they will ensure that management knows how processes are being performed.

### Course Agenda

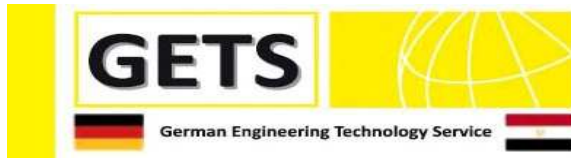
- *Four levels of documentation*
- *Food Safety Management System Manual (with policies)*
- *Procedures,*
- *Work Instructions,*
- *Forms and Records.*
- *Final Exam*

### **Operational Prerequisite Programmers records and procedure samples included:**

Hygiene and Housekeeping Management	Hygiene Policy
Management of Pest Control	Hygiene Code of Practice
Controls of Visitors and Sub-Contractors	Glass Policies
Management of Cleaning	Ingredients Foreign Body Control Policy
Dispatches and Distribution	Metal Detection
Maintenance	Controls of Knives

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Glass & Brittle Material Breakage Procedure

develoPPP.de



Controls of First Aid Dressings

## Module 5: ISO 22000 Internal Auditor Training

What is the purpose of ISO 22000 Internal Auditor Training?

Internal Audits are a key element in any food safety management system (FSMS). When you want to obtain a certification according to the standard, to prepare for a FSMS ISO 22000 certification program you must implement internal audits, and your certification auditor will pay close attention to the effectiveness of your internal audit program.

The certification body that you use will have to depend on your internal audit program to measure the effectiveness of your FSMS when they are not there. They shall visit your facility once a year; in the meantime your internal audit program is the system in place to identify issues and make sure they are corrected, ensuring that your FSMS remains effective and in compliance with the standard.

**The Internal Auditor portion of the training introduces the steps and techniques of auditing.**

### Course Agenda

- *Creating your internal audit program*
- *Scheduling your audits*
- *Preparing checklists*
- *Conducting the audit and audit techniques*
- *Documenting findings*
- *Exercise: Preparing Checklists*
- *Exercise: Conducting the Audit*
- *Exercise: Documenting Findings*
- *Final Test & Certificate*

### Course Structure Overview:

*The course can be taken as a complete package, or in segments.*

*Modules 1,3,5 -> Internal FSMS Auditor*

*Modules 1 - 5 -> FSMS Consultant*

**Duration:** 5 x 6 hours, 10 a.m. - 4 p.m., each module concluding with an ½ hour exam

**Location:** GETS Head Office 1164 St. Building number 5, Morabaa El Wozara, Masaken Sheraton, Cairo, Egypt

### Contact us for more information and registration:

Eng. Hassan El-Sherif

Phone: +20.109.8499006

mail: [info@g-e-t-s.net](mailto:info@g-e-t-s.net)

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