



## **FOOD SAFETY MANAGEMENT SYSTEM AUDITOR/LEAD AUDITOR / ISO 22000:2005 AUDITOR/LEAD AUDITOR TRAINING / ISO 22000 LEAD AUDITOR TRAINING \*IRCA CERTIFIED TRAINING COURSE (A17189)**

### **Course Description**

The calibre of your Lead Auditor is crucial to the performance of your audit team, and ultimately to the effectiveness of your management system. This comprehensive five day course provides hands-on training to ensure that your Auditor/Lead Auditor thoroughly understands the role and acquires the expertise needed to perform it effectively. Students completing the course will be presented with an IRCA independently accredited certificate for Auditors/Lead Auditors.

### **Course Certification**

#### **\*IRCA Certified Training Course (A17189)**

**This course is registered by the Governing Board of the IQA - International Register of Certified Auditors (IRCA) and meets part of the requirements of those seeking registration as a Auditor/Lead Auditor under that scheme.**

### **Who should attend?**

- Quality Professionals
- Quality Managers
- Food Safety Managers
- Public Health Professionals
- Veterinarians
- Production Managers
- HACCP Team Members
- Consultants
- Enforcement Agency Officers
- Owner Managers
- Food professionals with experience in implementation and auditing of food management systems in manufacturing, service and public sector organization.

### **Aims of the Course**

At the end of this course Delegates shall be able to:

- Explain the purpose and benefits of a Food Safety Management System (FSMS)
- Describe and apply the CODEX HACCP Principles
- Hazard Identification/Analysis including operational risk control, monitoring and measurement
- Describe the purpose and contents of prerequisite programmes and Good Practices
- The ISO 22000:2005 series scope, purpose, benefits and structure
- Explain the requirements of ISO 22000:2005 and how organisations might satisfy the requirements
- Describe the terms accreditation, certification and registration and the two stage process to achieve registration to ISO 22000:2005
- Audit a 2nd or 3rd party organisation's management system for compliance
- Plan, conduct, report on an audit of a FSMS in accordance with ISO 19011:2002 and ISO/IEC 17021:2006

### **Benefits to Your Business**

- The knowledge and skills to effectively audit your management system

- To conduct a risk assessment of the effectiveness and maturity of your management system
- The ability to conduct second party and third party audits of your supply chain

By the end of the course, you will be able to:

1. Describe the fundamental purpose of a food industry quality management system, and explain: the 8 principles of quality management; the principles of HACCP; and the process approach, including the PDCA model.
2. Explain the purpose, content and interrelationship of ISO 9000, ISO 9001, ISO 9004, ISO 22000 and ISO 19011, and explain the relationship between ISO 9001 and ISO 22000.
3. Audit the adequacy, effective implementation and continual improvement of a food/drink organization's management system, in accordance with the requirements of ISO 22000, with particular reference to:
  - A food safety risk assessment program
  - Maintaining compliance with legal requirements
  - Maintaining emergency procedures and response
  - Maintaining operational risk control, monitoring and measurement
  - The continuous improvement of food safety management system performance
  - The effectiveness of corrective and preventative actions
4. Plan, conduct and report an audit in accordance with ISO 19011:2002.
5. Report the audit, including writing valid and factual non-conformity reports.
6. Undertake follow-up activities, including evaluating the effectiveness of corrective action

## Questions answered in the Workshop

- How can I enhance my professional qualifications and skills?
- How do I audit top management?
- How do we ensure corrective action is taken in a timely manner and is effective?
- How can I improve my auditing performance?
- How can we justify the financial cost of an internal auditing program?
- How can we ensure our sampling is appropriate to the risks?
- How can I audit in a way that makes a positive difference in the attitude within my organization?

## Pre-Course Work

Around 8 hours pre-course work needs to be completed by each Delegate prior to attending the course. This pre-course work should then be handed to the Tutor at the start of Day 1 of the Training.

## Course Structure

### Day 1

- Auditor Certification
- CODEX HACCP Principles
- Why Food Safety Management Systems?
- ISO 22000:2005 Process Model & Requirements

### Day 2

- Statutory and Regulatory Compliance
- Hazard Identification/Analysis including operational risk control monitoring and measuring
- FSMS Documentation and Records
- Employee Competence & Awareness
- Introduction to ISO 19011:2002
- Emergency Situations and Response
- Risk Management including Implementation

### Day 3

- Introduction to Auditing
- Audit Planning & Preparation
- Document Review
- Developing Checklists

### Day 4

- Conducting Onsite Activities
- Opening Meeting
- Collecting & Verifying Evidence
- Interviewing
- Auditing Top Management
- Handling Difficult Situations

- Audit Findings
- Summary Audit Report

**Day 5**

- Completing the Audit/Audit Follow Up
- Closing/Exit Meeting
- Course Summary
- Examination

**Duration**

5 Days or 40 hours  
8:45 to 12:45 & 1:30 to 5:30

**Public Course Fee (Ireland)**

Course fee per person: 1,350 EURO

Discounts can be given based on multiple bookings. Please enquire for further details.

**Course Dates 2008 (Ireland)**

February 18th - 22nd 2008, Dublin, Ireland  
May 26th - 30th 2008, Dublin, Ireland  
November 10th - 14th 2008, Dublin, Ireland

**Course Dates 2008 (United Kingdom)**

April 7th - 11th, Milton Keynes, United Kingdom  
September 22nd - 26th, London, United Kingdom  
November 24th - 28th, Milton Keynes, United Kingdom

**Course Dates 2008 (International)**

Please view our Complete Global Training Schedule at [www.businessedgeglobal.com/training.php](http://www.businessedgeglobal.com/training.php)

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Book a place today on one of our Training Courses at [www.businessedgeglobal.com/training.php](http://www.businessedgeglobal.com/training.php)

**In Company/In House Training**

Business Edge offer all of our Training Solutions on an In Company/In House basis. These solutions can be tailored to meet the specific needs and requirements of the client. Our fees are very competitive and if you would like further information, please contact our office directly on +353 (61) 491224 or email [info@businessedgeglobal.com](mailto:info@businessedgeglobal.com)

**Further Information**

As evening work will be required as part of the course, we recommend that the student takes accommodation for the full duration of the course at the training venue. Please state your preference when booking. For further information on our training courses please contact Business Edge on +353 (0) 61 491224 or complete our **Enquiry form**.