

COURSE OVERVIEW HE0602

The Foundation and the Principles of Food Safety & Management System ISO 22000

Course Title

The Foundation and the Principles of Food Safety & Management System ISO 22000

Course Date/Venue

Januray 26-30, 2025/Business Meeting, Crowne Plaza Al Khobar, Al Khobar, KSA

Course Reference

HE0602

Course Duration/Credits

Five days/3.0 CEUs/30 PDHs



Course Description



This practical and highly-interactive course includes real-life case studies and exercises where participants will be engaged in a series of interactive small groups and class workshops.



The ISO 22000:2018 provides industry with a standard for managing and reducing the risks to health resulting from operations across the food chain. The principal aim of this course is to help participants with a food industry background to assess the adequacy of the design, implementation and improvement of a food industry organization's food safety management system against ISO 22000:2018 in accordance with ISO 19011.



This course is designed to provide participants with a comprehensive overview of the foundation and the principles of food safety management system in accordance with ISO 22000. It covers the fundamental purpose of the food safety management system; the purpose of business benefits of the food safety management system; the background and general food safety issues; the purpose, content and interrelationship of the international standards in accordance with the ISO 22000:2018, ISO 9000:7000 and ISO 9001:2001; the requirements of ISO 22000:2018; and the framework of relevant legislation, codes and practices.

The course will also cover the structure of the FSMS certification industry and the requirements of ISO 2200:2018 to an audit and organization's FSMS; the roles and responsibilities of the auditor in accordance with ISO 19001; the process of planning, conducting, reporting and following up an audit; the information gathered in the context of ISO 22000:2018; and the effective interpersonal skills and interview techniques.

The focus of this course is on evaluating the effectiveness of a FSMS through interpretation of ISO 22000:2018 in the context of the scope of an organization's management arrangements, its legislative framework and the significant hazards of its operational processes.

The course is based on ISO 22000:2018 and ISO 19011, and audit activity of a food safety management system will require the auditor or audit team to recognise a wide variety of system components (i.e. a combination of a management system, risk assessment and control methodology and a variety of industry good practice and standard operating procedures that comprise the food safety management system).

Course Objectives

Upon successful completion of this course, each participant will be able to:-

- Apply and gain a comprehensive knowledge on the foundation and the principles of food safety and management system in accordance with ISO 22000
- Describe the fundamental purpose of the food safety management system covering the principles, processes, techniques, assessment and management, food safety hazards, and FSMS auditors
- Recognize the purpose of business benefits of the food safety management system
- Identify the background and general food safety issues
- Explain the purpose, content and interrelationship of the international standards in accordance with the ISO 22000:2018, ISO 9000:2000, ISO 15161:2002 and ISO 9001:2000
- Discuss the requirements of ISO 22000:2018 and the framework of relevant legislation, codes and practices
- Describe the structure of the FSMS certification industry and the requirements of ISO 2200:2018 to an audit and organization's FSMS
- Identify the roles and responsibilities of the auditor in accordance with ISO 19001 and apply effective communication with the auditee for auditor confidentiality
- Carryout the process of planning and conducting an audit as well as the process of reporting and following up an audit
- Review the information gathered in the context of ISO 22000:2018 and the audit organization
- Employ effective interpersonal skills and interview techniques

Exclusive Smart Training Kit - H-STK®



*Participants of this course will receive the exclusive "Haward Smart Training Kit" (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Who Should Attend

This course is designed for those seeking an understanding of the management systems approach to food safety and the skills required to audit effectively against food safety management systems standards.

Course Certificate(s)

- (1) Internationally recognized Competency Certificates and Plastic Wallet Card Certificates will be issued to participants who have successfully completed the course and passed the exam at the end of the course. Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants:-



- (2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

* Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology *



Haward Technology Middle East
Continuing Professional Development (HTME-CPD)

CEUs
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CEU Official Transcript of Records

TOR Issuance Date: 14-Nov-19

HTME No. 8667-2014-9020-2555

Participant Name: Abdulsatar Al Otaibi

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE0602	Food Safety Management System	November 10-14, 2019	20	2.0

Total No. of CEU's Earned as of TOR Issuance Date **2.0**

TRUE COPY



Maricel De Guzman
Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2013 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by










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Certificate Accreditations

Certificates are accredited by the following international accreditation organizations:-


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USA International Association for Continuing Education and Training (IACET)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Mr. Saad Bedir, BSc, NEBOSH-IGC, NEBOSH-ENV, is a **Senior Fire, Health, Safety & Environment (HSE) Consultant** with over **35 years** of extensive experience in the **Power, Petrochemical and Oil & Gas** industries. He is a **NEBOSH Approved Instructor** for various certification programs. He is well-versed in the areas of **NEBOSH International General Certificate, NEBOSH Certificate in Environmental Management, Health, Fire, Safety, Hazard Analysis of Critical Control Points (HACCP), Industrial Hygiene, Food Safety Management, Food Hygiene, Food Sampling, Food Risk Analysis, Security & Environmental Codes of Practice, Legislations and Procedures, Active and Positive Fire Fighting, Fire & Gas Detection Systems, Fire Fighting Systems, Fire Proofing, ESD, Escape Routes, Mobile Crane Operation, Heavy Lifting Equipments, Scaffolding, Rigging Slings, the implementation of OHSAS 18001, ISO 9001, ISO 14001, QHSE Management Planning, Crisis & Business Continuity Management Planning, Emergency Response & Procedures, Industrial Security Risk Assessment & Management, Environmental Impact Assessment (EIA), Behavioural Safety, Occupation Safety, Incident & Accident Investigation, Integrated EHS Aspects, Risk Assessment & Hazard Identification, Environmental Audits, Chemical Handling, Hazardous & Non-Hazardous Waste Management, Confined Space Safety, SHEMS Principles, Process Safety, Basic & Advanced Construction Safety, Mobile Crane Operations, Rig & Barge Inspection, Lifting & Slings, Scaffolding, Air Quality Management, Safety & Occupational Health Awareness, Loss Control, Marine Pollution Hazards & Control, Ground Contamination & Reclamation Processes, Waste Management & Recycling, Clean Energy & Power Saving, FMEA, HAZMAT/HAZCOM, HAZOP, HAZWOPER, HAZID, HSEIA, QRA, Hazardous Area Classification and Radiation Protection. Further, he is also well-verse in **Performance Standards, Statistical Report Writing, Basic Motivation Management, Performance Assessment & Appraisal, Manpower Planning, Managing & Coordinating Training, Strategic Talent Management, Developing Others, Managing Employees Performance, Performance Evaluation and Human Resource Management**. Presently, he is the **HSE Director** for one of the largest and renowned companies in the Middle East, wherein he takes charge of all HSE and security operations of the company.**

Mr. Saad's vast professional experience in directing and managing health, safety and the environment aspects as per **OSHA framework** and guidelines can be traced back to his stint with a few international companies like **Saudi ARAMCO, CONOCO, Kuwait Oil Co. (KOC)**, where he worked as the Field HSE Senior Engineer handling major projects and activities related to the discipline. Through these, Saad gained much experience and knowledge in the implementation and maintenance of international safety standards such as the National Fire Protection Association (**NFPA**), the American Petroleum Institute (**API**), Safety of Life at Sea (**SOLAS**) and Safety for Mobile Offshore Drilling Unit (**MODU**).

Mr. Saad has **NEBOSH** certificate which includes health & safety measures including:

- Fire fighting management system
- Rescue mechanisms (Escaping routes, Rope rescue, and emergency evacuation Plan)
- Machinery Safety requirement
- Occupational health measures & requirement

Mr. Saad has a **Bachelor's** degree in **Chemistry**. Further, he is a **Certified Instructor/Trainer**, an **Approved Tutor** in **NEBOSH International General Certificate**, an **Approved Tutor** in **NEBOSH Certificate in Environmental Management**, a **Certified Lead Auditor** for **OHSAS 18001, ISO 9001, ISO 14001** and a **member** of the **Egyptian Syndicate & Scientific Professions**. His passion for development and acquiring new skills and knowledge has taken him all over the Middle East to attend and share his expertise in numerous trainings and workshops.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

US\$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1: Sunday, 26th of January 2025

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	The Fundamental Purpose of the Food Safety Management System Principles • Processes • Techniques • Assessment & Management • Food Safety Hazards • FSMS Auditors
0930 – 0945	Break
0945 – 1100	Purpose & Business Benefits of the Food Safety Management System Managing & Reducing Risk
1100 – 1230	Background & General Food Safety Issues The Concept of Food Safety Risk Management as a Strategic Business Driver • The Historical & Social Aspects of Public Health & Food Safety Provision
1230 – 1245	Break
1245 – 1320	Background & General Food Safety Issues (cont'd) International Frameworks & Protocols for the Safe Provision of Foods • General Food Microbiology & Hygienic Food Practices
1320 – 1420	Background & General Food Safety Issues (cont'd) The Typical Hazards Associated With the Full Range of Food Products from Primary Production to Consumption • The Application of Food Safety Management Principles & Relevant Management Tools and Techniques
1420 – 1430	Recap Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow
1430	Lunch & End of Day One

Day 2: Monday, 27th of January 2025

0730 – 0930	Purpose, Content & Interrelationship of the International Standards ISO 22000:2018 • ISO 9000:2000 • ISO 15161:2002 • Industry Practice • Standard Operating Procedures • Legislative Framework
0930 – 0945	Break
0945 – 1100	Purpose & Intent of ISO 22000:2018 ISO 9001:2000 • ISO 15161:2002
1100 – 1230	ISO 22000:2018 Requirements The Principles of Food Safety Risk Management using HACCP and Verification Planning & the Application of the Plan, Do, Check, Act (PDCA) Cycle to Food Safety Management
1230 – 1245	Break
1245 – 1320	ISO 22000:2018 Requirements (cont'd) The Structure, Intent & Requirements of each Clause of ISO 22000:2018
1320 – 1420	ISO 22000:2018 Requirements (cont'd) The Benefits of Documenting a Food Safety Management System and Suggest Approaches for Doing So in a Variety of Situations
1420 – 1430	Recap
1430	Lunch & End of Day Two

Day 3: Tuesday, 28th of January 2025

0730 – 0930	ISO 22000:2018 Requirements (cont'd) The Difference Between Legal Compliance and Conformance with ISO Standards, including the Significance of these Terms when Conducting Audit
0930 – 0945	Break
0945 – 1100	The Framework of Relevant Legislation, Codes & Practices Regional • National • Local • Interaction between the Food Organization & the Relevant Authorities
1100 – 1230	The Structure of the FSMS Certification Industry The Differences and Commonality in the Purpose, Scope & Conduct of 1st, 2nd & 3rd Party & Regulatory Audits
1230 – 1245	Break
1245 – 1320	The Structure of the FSMS Certification Industry (cont'd) The International Accreditation Forum Interpretations & Guidelines for 3rd Party Certification Bodies (Registrars) including the Two-stage Approach
1320 – 1420	The Structure of the FSMS Certification Industry (cont'd) The System of Accredited Certification (Registration), including the Functions of the Accreditation Bodies & Certification Bodies (Registrars)
1420 – 1430	Recap
1430	Lunch & End of Day Three

Day 4: Wednesday, 29th of January 2025

0730 – 0930	The Structure of the FSMS Certification Industry (cont'd) The Existence of Private Schemes & their Differences in Content & Operation as Prescribed By the Scheme Owners (e.g. BRC, EUREPGAP)
0930 – 0945	Break
0945 – 1100	Requirements of ISO 22000:20 to Audit an Organization's FSMS The Legislative and Regulatory Requirements • Risks & Hazards • Operational Risk Control, Monitoring and Measurement • Potential Emergency Situations • Maintain Compliance • Monitors & Measures for the Operational Control of Specific Food Safety Hazards • Continuous Improvement

1100 – 1230	The Role of the Auditor <i>The Roles & Responsibilities in Accordance with ISO 19011 • Effective Communication with the Auditee for Auditor Confidentiality</i>
1230 – 1245	Break
1245 – 1420	The Process of Planning an Audit <i>Forms of Pre-audit Contact • Document Review • Audit Scope & Selection of Team Members • Process-based Checklist</i>
1420 – 1430	Recap
1430	Lunch & End of Day Four

Day 5: Thursday, 30th of January 2025

0730 – 0930	The Process of Conducting an Audit <i>Audit Meeting Including Opening and Closing Meetings, Audit Team Meetings & Auditee Feedback/Review Meetings • Gathering Objective Evidences • Auditing Top Management Commitment</i>
0930 – 0945	Break
0945 – 1215	The Process of Reporting & Following Up an Audit <i>Non-conformity Report • Correction, Corrective & Preventive Actions • Objective Evidences • Ongoing Surveillance Visits</i>
1215 – 1230	Break
1230 – 1245	The Information Gathered in the Context of ISO 22000:2018 & the Audit Organization <i>Gaining an Understanding of its Food Safety Processes, Including their Purpose, Inputs, Outputs, Controls & Related Performance Indicators • Selecting Sufficient & Relevant Samples • Reviewing Appropriate Documents • Differentiating Between Documentation and Records • Exercising Objectivity in the Review of Evidence Collected</i>
1245 – 1300	Effective Interpersonal Skills & Interview Techniques <i>Build Rapport with the Auditee • Use Appropriate Types of Questions • Listen Effectively • Make Notes, Use a Checklist Effectively & Follow Audit Trails • Provide Feedback to the Auditee • Be Sensitive to the Needs & Expectations of the Auditee, including the Local Custom & Culture</i>
1300 – 1315	Course Conclusion <i>Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course</i>
1315 – 1415	COMPETENCY EXAM
1415 – 1430	Presentation of Certificates
1430	Lunch & End of Course

Practical Sessions

This practical and highly-interactive course includes real-life case studies and exercises:-



Course Coordinator

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