

COURSE OVERVIEW HE0755
Certified Professional Food Manager (CPFM)

Course Title

Certified Professional Food Manager (CPFM)

Course Date/Venue

August 31-September 04, 2025/Business Meeting, Crowne Plaza Al Khobar, Al Khobar, KSA

Course Reference

HE0755

Course Duration/Credits

Five days/3.0 CEUs/30 PDHs



Course Description



This practical and highly-interactive course includes practical sessions and exercises where participants will visit the site. Practical sessions will be performed using various equipment in order to apply the theory learnt in the class.



This course is designed to provide participants with a detailed and up-to-date overview of food management. It covers the various hazards to food safety and the potentially dangerous food; the factors leading to food-borne illness and its prevention; the food safety regulations including its inspection and correction of violation; and the verification and documentation of correction.



During this interactive course, participants will learn the international food safety icons and basic personal hygiene procedures; the different processes involved in purchasing, receiving and storage of food; the requirements and standards used in food preparation, holding, servicing and reheating; the equipment's needed in each process; the seven principles of HACCP, their advantages and standard operating procedures; and the effective pests' management plans.

Course Objectives

Upon successful completion of the course participants will be able to:-

- Get certified as a “*Professional Food Manager*”
- Explain the principles of food safety, hygiene and HACCP procedures and its applications
- Identify various hazards to food safety and recognize potentially dangerous food
- Recognize the factors leading to food-borne illness and prevent them
- Explain the food safety regulations including its inspection & correction of violations as well as verification and documentation of correction
- Recognize and interpret the International Food Safety Icons
- Implement basic personal hygiene procedures
- Identify the different processes involved in purchasing, receiving and storage of food
- Explain the requirements and standards used in food preparation, holding, servicing and reheating and list the equipment’s needed in each process
- Discuss the seven principles of HACCP, identify their advantages & standard operating procedures
- Implement effective pests' management plans

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 intended for food & beverage managers, supervisors & employees, sites & locations’ doctors and nurses, all employees in catering companies, hotels and restaurants duty managers, cooks and kitchen managers, health & safety managers, supervisors, advisers, food safety and kitchen inspectors, public health & occupational health doctors & nurses

Accommodation

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

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

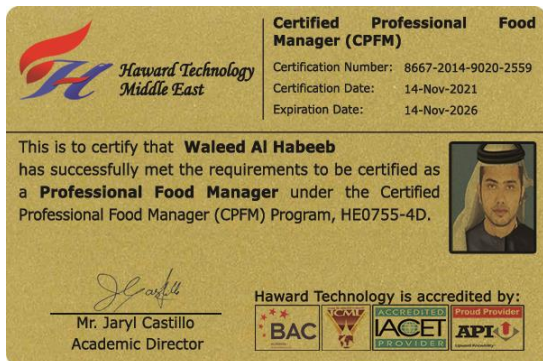
Course Certificate(s)

- (1) Internationally recognized Competency Certificates and Plastic Wallet Cards will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Successful candidate will be certified as a "Professional Food Manager". 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

CEU Official Transcript of Records

TOR Issuance Date: 16-Nov-21

HTME No. 8667-2014-9020-2559

Participant Name: Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE0755-4D	Certified Professional Food Manager (CPFM)	November 13-16, 2021	24	2.4

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

2.4

TRUE COPY



Jaryl Castillo
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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* Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology *

Certificate Accreditations


Certificates are accredited by the following international accreditation organizations: -

- 
The International Accreditors for Continuing Education and Training (IACET USA)

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 Accreditors 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.

Course Instructor(s)

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:



Dr. Rawda El-Sheikh, PhD, MSc, BSc, is a Medical Laboratory & Food Expert and a Senior Health, Safety & Environment (HSE) Consultant. She is well-versed in the areas of HACCP, Food Sampling, Food Safety & Management, LIMS, Analytical Laboratory Management, Laboratory Equipment, Quality Control, Laboratory Accreditation, Laboratory Auditing, Biological Monitoring, Statistical Analysis of Laboratory Data, Analytical Chemistry, Toxicology Surveillance, Occupational Safety and Health, Food Safety Management. She is also an expert in Quality Management, Nutrition Promotion, Food Hygiene, Industrial Hygiene, Oilfield Safety Programs and Risk Assessment, Job Safety Analysis (JSA). Presently, she is the Professor in Public Health & Industrial Medicine of Al-Azhar University and a Certified Consultant and a Registered Trainer for Food Safety and Occupational Health & Safety Trainer of various International oilfield companies.

Dr. El-Sheikh is a **Certified Lead Auditor for ISO 22000:2005, OHSAS 18001:2007, ISO 14001:2004** from the International Registered of Certified Auditors (**IRCA, UK**), **Certified Safety Manager/Trainer, HAZWOPER Training Specialist (HTS) and Safety Planning Specialist** from the National Association of Safety Professional (**NASP, USA**) as well as a **Registered Food Safety Trainer** from the National Environmental Health Association (**NEHA, USA**) and **Authorized OSHA Trainer for Construction** and for **General Safety** from the **OSHA Training Institute, USA**. She is also an **International Member** and an **Authorized & Approved Trainer of OSHA, NEBOSH, CIEH, ICOH, IASP, IEMA, IOSH and APHA**. Further, her vast professional experience includes facilitating **occupational, health, safety** and the **environment** aspects and continuous delivery of numerous training courses in coordination between World Health Organization (**WHO**) and Ministry of Health & Population. She has been the **Lecturer** in Public Health & Industrial Medicine and **Demonstrator** of Occupational Health & Industrial Medicine for various Universities as well as the **Public Health Trainer** for International Non-Governmental Organizations (**NGOs**), the **Consulting Editor** at the **Journal of Psychology (USA)** and **Field & Central Supervisor** for the Ministry of Health.

Dr. El-Sheikh has a **Doctor of Medicine (MD) in Occupational Health & Industrial Medicine**, has a **Master degree in Occupational Medicine (MSc)**, a **Bachelor degree in Medicine & Surgery (MBBCh)** and a **Diploma Certificate in Total Quality Management** from the **American University**. Further, she is a **Certified Instructor/Trainer**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management (ILM)**, an **Approved Food Safety Person in Charge (Level 1-4)** by **Dubai Municipality (DM)** and has participated in various international conferences and **published numerous papers and journals** globally.

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 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, 31st of August 2025

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	Hazard Analysis Critical Control Points (HACCP) Food Protection Procedures
0930 – 0945	Break
0945 – 1100	Hazard Analysis Critical Control Points (HACCP) (cont'd) Implement the Hazard Analysis Critical Control Points (HACCP) Food
1100 – 1230	Hazard Analysis Critical Control Points (HACCP) (cont'd) Safety Management System • Food Safety Assessment
1230 – 1245	Break
1245 – 1420	Hazard Analysis Critical Control Points (HACCP) (cont'd) Identify Time/Temperature Relationships to Food Borne Illness
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, 01st of September 2025

0730 – 0900	Review of the Previous Day
0900 – 0915	Break
0915 – 1100	Hazard Analysis Critical Control Points (HACCP) (cont'd) Monitor Food Temperatures
1100 – 1230	Hazard Analysis Critical Control Points (HACCP) (cont'd) Prevent Potential Hazards Before & During Delivery
1230 – 1245	Break
1245 – 1420	Food Borne Illness Recognize the Major Microorganisms & Toxins that can Contaminate Food
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 Two

Day 3: Tuesday, 02nd of September 2025

0730 – 0800	Review of the Previous Day
0800 – 0900	Food Borne Illness (cont'd) Ensure Proper Methods for Preventing Food Borne Illness
0900 – 0915	Break
0915 – 1100	Food Personnel/Hygiene Implement Food Safety Education
1100 – 1230	Facilities & Equipment Assess Food Preparation Facilities & Procedures • Monitor Pest Control & Waste Management Practices • Monitor Use of Separate Facilities for the Storage of Toxic Materials (Chemicals, Pest Control Substances) • Determine that Materials & Design for Floors, Walls & Ceilings are Appropriate for Food Establishments
1230 – 1245	Break
1245 – 1420	Facilities & Equipment (cont'd) Monitor Lighting & Ventilation • Ensure Proper Plumbing Installation • Ensure Proper Disposal of Solid Waste & Wastewater • Select Equipment & Utensils that can be Cleaned & Sanitized Without Difficulty, Ensure Use of Approved Materials for Food Contact Surfaces
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 Three

Day 4: Wednesday, 03rd of September 2025

0730 – 0800	Review of the Previous Day
0800 – 0900	Facilities & Equipment (cont'd) Monitor Appropriate Use and Proper Location for Different Types of Refrigerators and Freezers • Implement Cleaning and Maintenance Schedules • Monitor Proper Temperatures for Heating, Holding and Cooling • Monitor Proper Storage of Food Items in Refrigerators • Monitor Proper Use and Location of Equipment Used to Heat Food • Monitor Storage of Cleaned and Sanitized Utensils
0900 – 0915	Break
0915 – 1045	Facilities & Equipment (cont'd) Monitor Proper Use of Chemicals for Cleaning and Sanitizing, Including Clean-in-Place • Use Proper Principles and Practices of Manual and Mechanical Ware Washing
1045 – 1200	Pest Management Monitor Pest Control Methods • Implement Integrated Control of Pests (Exclusion, Sanitation, No Harborage) • Recognize the Signs that Indicate the Presence of Pests and Implement Methods for Elimination/Reduction in Numbers
1200 – 1215	Break
1215 – 1245	Video/Group Activity

1245 – 1420	Regulatory Issues <i>Understand the Relationship Between Regulatory Authorities and the Retail Food Service Industry • Demonstrate Understanding of the Rights and Responsibilities of the Permit Holders and Employees</i>
1420 - 1430	Recap <i>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</i>
1430	<i>Lunch & End of Day Four</i>

Day 5: Thursday, 04th of September 2025

0730 – 0900	Facility/Site Visit <i>Practical Site Audit/Inspection</i>
0900 – 0915	<i>Break</i>
0915 – 1045	Facility/Site Visit (cont'd) <i>Practical Site Audit/Inspection (cont'd)</i>
1045 – 1200	Facility/Site Visit (cont'd) <i>Practical Site Audit/Inspection (cont'd)</i>
1200 – 1215	<i>Break</i>
1215 – 1300	Facility/Site Visit (cont'd) <i>Practical Site Audit/Inspection (cont'd)</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	<i>Presentation of Certificates</i>
1430	<i>Lunch & End of Course</i>

Practical Sessions/Site Visit

Site visit will be organized during the course for delegates to practice the theory learnt:-



Course Coordinator

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