



Course Outline

Internal GMP Activity Audit Training (Food Packaging Industry)

Course Target Group

This course is targeted at department managers, supervisors and team leaders who are responsible for implementing and sustaining a Food Safety system in an organisation.

Course Objective

The Course is designed to equip delegates with the knowledge and skills to enable them to:-

- Conduct internal **GMP activity compliance audits** to evaluate compliance with the requirements of BRC / IoP Global Standard – Food Packaging and Other Packaging Materials

Course Content

- Introduction to the BRC
- Food Safety in a Packaging Environment
- Food Safety Hazards e.g. Physical, Chemical, Micro, Allergen
- What to look for in the work place:
 - Site Standards
 - Perimeter and Grounds
 - Security
 - Layout and Product Flow
 - Building Fabric
 - Maintenance of Equipment
 - Staff Facilities
 - Housekeeping and Cleaning
 - Waste and Waste Disposal
 - Pest Control
 - Transport, Storage and Distribution
 - Personnel
 - Training
 - Access and Movement of Personnel
 - Personal Hygiene
 - Medical Screening
 - Protective Clothing
- Planning and Preparation
- Conducting an audit
 - using your senses e.g. look, touch, listen, smell, taste
 - asking questions (open vs. closed)



- Recording Findings
- Reporting and Feedback
- Follow up and Closeout of audit findings
- Reporting of audit findings to Management
- Delegates to conduct a practical audit in the work place (using checklists provided and digital camera)
- Presentation to management team
- Delegates will be assessed based upon their actual practical audit in the workplace and presentation to the management team

Learning Assumed To Be In Place

Supervisory skills and a working knowledge of the packaging operation.

Course Duration

Duration : 2 days

Assessment & Certification

Delegates will be assessed based upon their actual practical audit in the workplace and presentation to the management team.
Successful candidates will be awarded a certificate from **Wareham & Associates** indicating successful completion of the course.

Contact Details

For more information regarding the above or any other training requirements, please contact our **Training Administrator, Emily Ackerman** on 021 713 2380 or email training@wha.co.za