



## Course Outline

### Good Manufacturing Practices (GMP) For The Shop Floor

## Course Target Group

This course is targeted at shop floor level.

## Course Objective

- This course is specifically designed for personnel working in a food handling environment. A person completing this course will be able to:-
  - Demonstrate an understanding of food safety
  - Apply corrective procedures based on an understanding of food safety hazards
  - Demonstrate an understanding of good manufacturing practices in a food handling environment
- The course is modular based, allowing for flexibility in structure. Various customizing options are available to ensure relevance and compatibility to suit the specific nature of your business.
- Each module has clear objectives which include attaining some knowledge or information about the topic and practicing tasks to develop the key skills to train and impart knowledge.
- At the end of each section there is a list of key learning points and a self-test to assess progress and areas still requiring development.
- The course manuals are illustrated with photographs of live examples in a manufacturing environment and contain examples of schedules and log sheets that can be used in the workplace.

## Course Content

### Module 1: Introduction to Food Safety

This module provides a basic understanding of:

- Product quality and food safety in the food industry
- The categories of hazards that affect food safety

### Module 2: Cleaning & Sanitation in the Workplace

This module provides a detailed understanding of cleaning practices and the role of cleaning in an effective Food Safety Programme.

Delegates are introduced to:

- Master cleaning schedules
- Cleaning methods
- Cleaning standards
- Monitoring of effectiveness



### Module 3: Pest Control in the Workplace

This module provides a detailed understanding of pest control and the role of pest management in an effective Food Safety Programme.

Delegates learn:

- To identify signs of pest activity
- To identify pest types and categories
- A methodology for reporting pest sightings
- To understand why pests are hazardous
- Steps to take in pest control

### Module 4: Personnel Practices

This module provides a detailed understanding of operational methods and personnel practices including:

- Hygiene and health standards
- Practices relating to protective clothing and jewellery

### Module 5: Control of Operation

This module provides an understanding and application of:

- Food safety audits
- Inspection and approval of raw materials
- Handling and storing raw materials
- Handling non-conforming materials
- Methods for identifying and tracing materials

### Module 6: Design and Facility (Engineering & Maintenance for Food Safety)

This module provides a detailed understanding of the elements of engineering & maintenance for food safety:

- Design of equipment and structures
- The Maintenance Programme:
  - ✓ Planned maintenance
  - ✓ Condition monitoring
  - ✓ Repairs and breakdown procedures
  - ✓ Post maintenance cleaning

## Learning Assumed To Be In Place

Knowledge, comprehension and application of language, natural science and technology principles at NQF Level 1.  
Communication at NQF level 1  
Mathematical literacy at ABET Level 3

## Course Duration

Duration : 1 day

## 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 [emily@wha.co.za](mailto:emily@wha.co.za)