



Course Outline

Internal GMP/Activity Audit Training (Food 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 a manufacturing/food processing environment.

Course Objective

This course is designed to equip delegates with the knowledge and skills to enable them to conduct Internal GMP/Activity Compliance Audits in order to evaluate compliance with industry standard requirements. These audits are:

- Critical control point audits
- Pre-requisite programme procedure audits

Course Content

- Introduction to Food Safety
- Food Safety in a Manufacturing/Processing Environment
- Food Safety Hazards e.g. Physical, Chemical, Micro, Allergen
- What to look for in the work place:
 - Design & Facilities:
 - Perimeter and Grounds
 - Bio Security
 - Layout and Product Flow
 - Building Fabric
 - Maintenance of Equipment
 - Staff Facilities
 - Housekeeping, Cleaning and Sanitation
 - Waste and Waste Disposal
 - Pest Control
 - Transport, Handling and Storage
 - Personnel
 - 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 sound working knowledge of the processing 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 emily@wha.co.za