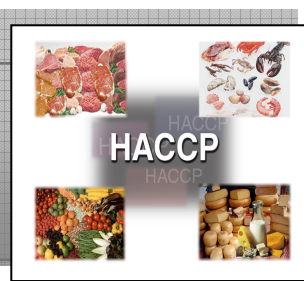


FSSC 22000 Lead Auditor (with PAS 220)

(IRCA Course No. A17304)
(In collaboration with SGS (Malaysia) Sdn Bhd)



RM3500 ~ Kuala Lumpur

Course Objectives

The purpose of this training course is to provide food chain professionals with the skills and knowledge necessary to audit food safety management systems (FSMS) with a view to assess the adequacy of the design, implementation and improvement of a food industry organisation's FSMS against ISO 22000:2005 and in accordance with ISO 19011.

This course is designed for experienced food safety professionals with an understanding of the management systems approach to food safety and the skills required to audit effectively against FSMS.

This Course includes an optional module on PAS 220:2008, Prerequisite programmes on food safety for food manufacturing. Successful completion of this module will enable the delegate to meet the training requirements as an auditor to FSSC 22000.

FSMS LAC objectives

By the end of this course, delegates will be able to:

- a) describe the fundamental purpose of a FSMS as well as the principles, processes and techniques used of risk assessment and management of food safety hazards, including the significance of these for FSMS auditors;
- b) explain the purpose, content and interrelationship of ISO 22000:2005, the ISO 9000 series, guidance documents (ISO 15161:2002, industry practice, standard operating procedures and the legislative framework relevant to FSMS;
- c) explain the role of an auditor to plan, conduct report and follow up an FSMS audit in accordance with ISO 19011;
- d) interpret the requirements of ISO 22000:2005 (with ISO 15161 as a guide) in the context of an FSMS audit with particular reference to:
 - the effectiveness of an organisation's management of the risk through its food safety risk assessment programme;
 - the capability of an organisation to maintain and exceed compliance with legislative requirements;
 - the adequacy of the organisation's emergency preparedness and response;
 - the implementation of operational risk control, monitoring and measurement;
 - the continuous improvement of FSMS performance;
- e) plan, conduct, report and follow up an audit in accordance with ISO 19011.

PAS 220 Module objectives

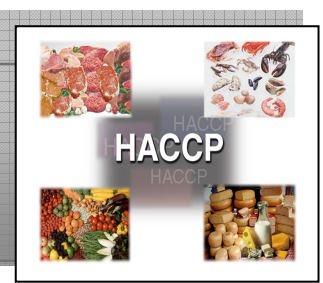
By the end of this module, delegates will be able to:

- a) explain the purpose of PAS 220 and the benefits to an organisation of using the Specification;
- b) outline key definitions and terminology used in PAS 220;
- c) outline the key requirements of PAS 220.

To complete the module successfully, delegates must obtain a Pass grade in a short written test.

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Profile

The objective of each Course is to equip delegates with knowledge and skills required to perform audits of food safety management systems against the national and international specifications, standards, statutory requirements and regulations using the principles of ISO 19011.

It is not intended to be an implementer's course, or one that will create an expert in food safety legislation, or one that will train to an acceptable level a delegate with no prior knowledge of the standard or of the food industry. Therefore, prior to attending this training course, delegates must:

- have experience of working within the food chain, preferably with an understanding of implementing or operating a management system;
- have an understanding of relevant key food safety legislation (this may be specific to their food industry context and location);
- have an understanding of prerequisite programmes;
- have an understanding of Good Practice guides for Agriculture (GAP), Veterinary (GVP), Manufacturing (GMP), Hygiene (GHP), Production (GPP), Distribution (GDP) and/or Trading (GTP) depending on the segment of the food chain in which the student operates;
- **have an understanding of the principles of HACCP as defined by the Codex Alimentarius.**

The course duration is 40 hours including a two-hour written examination. Delegates may need to work late days over the week.

Delegates will be graded on the basis of:

- *a continuous assessment of their performance against the Course objectives;*
- *their marks obtained in the written examination.*

To successfully complete the Course, delegates must obtain at least:

- a Pass Grade in the continuous assessment;
- 70% of the total marks available in the examination.

For Whom

Top Management, Quality Managers, Management Representatives, Departmental Heads, Quality / HACCP Systems Auditors and staff responsible for implementing and/or maintaining the Quality Management / HACCP Systems.

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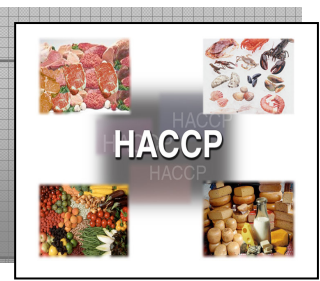
Course Timetable

Day 1

Time	Subject
08.45	COURSE REGISTRATION
09.00	COURSE INTRODUCTION: Overview of Course Session 1;Introduction of Food Safety Management Systems Workshop 1: Food safety elements Session 2:ISO 22000 – overview and clause 4 Workshop 1: feedback
13.00-14.00	<i>Lunch</i>
14.00	Session 3:ISO 22000, clauses 5 to 8 Workshop 2: ISO 22000 and CCPs / Operational PRPs (Optional) Module: PAS 220 Successful completion of this module and the FSMS LAC will meet the training requirements for FSSC 22000 auditor set by the Foundation for Food Safety Certification. This Module includes a brief written test.
18.30	End of Day 1

Note : There will be a break of 15 minutes mid-morning and mid-afternoon

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Day 2

Time	Subject
09.00	Recapitulation
	Session 4: Food safety hazards and control measures
	Workshop 3: Hazard identification
	Workshop 3: feedback
	Module: Food safety legislation
	Session 5: Process-based FSMS
	Workshop 4: ISO 22000 Questionnaire
13.00-14.00	<i>Lunch</i>
14.00	Session 6: Accreditation, certification and auditor competence
	Workshop 4: feedback
	Session 7: Audits: definition, principles, types
	Workshop 5: Document review
	Workshop 5: feedback
	Session 8: Audit planning
	Workshop 6: Planning the audit
18.30	End of Day 2

Note : There will be a break of 15 minutes mid-morning and mid-afternoon

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Day 3

Time	Subject
09.00	Recapitulation
	Workshop 6 <i>feedback</i>
	Session 9: Preparing for the audit (Audit Stage 1)
	Workshop 7; Part 1: <i>Audit role play , Preparing for the audit ; development of working documents</i>
	Session 10: Conducting the audit (Audit Stage 2)
13.00-14.00	<i>Lunch</i>
14.00	Session 11: Audit review
	Workshop 8: <i>Interpretation of the Standard; Classification of findings / finding statements/CARs</i>
	Session 12: Audit reporting and follow-up
	Role Play: <i>Demonstration of closing meeting</i>
	Workshop 8: <i>continued..</i>
18.30	End of Day 3

Note : There will be a break of 15 minutes mid-morning and mid-afternoon

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Day 4

Time	Subject
09.00	Recapitulation Workshop 8 <i>feedback</i> Workshop 9: Case study <i>Briefing and distribution of final case studies</i> Workshop 7; Part 2: Audit Role Play <i>Conduct of the audit; feedback and group discussion</i>
13.00-14.00	<i>Lunch</i>
14.00	Workshop 7; Part 2: continued... Workshop 9: continued... Examination review <i>Specimen Exam Paper;</i> <i>Key elements of course learning objectives</i> Workshop 9: continued...
18.30	End of Day 3

Day 5

Time	Subject
09.00	Recapitulation Workshop 9: Case study presentations <i>Presentations in accordance with the formal closing Meeting format and content. Each team member has a Shared responsibility in presenting the results of a analysis of assigned food safety management system.</i>
13.00-14.00	<i>Lunch</i>
14.00	Course review and summary
16.30	End of Day 3

Note : There will be a break of 15 minutes mid-morning and mid-afternoon

NB: All Course times are approximate

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REGISTRATION FORM *Please (/) your preferred date*

- 12 – 16 January 2012
 20 – 24 Feb 2012
 9 -13 April 2012
 18 - 22 June 2012

Billing Details

Company Name : _____

Contact Person (Mr / Mrs / Ms) : _____

Designation : _____

Tel : _____ Fax : _____

Email : _____

Company Stamp:

Authorised Signature :

PARTICIPANT(S) DETAILS

Participant 1

Name (IC No) : _____

Designation : _____

Email : _____

Contact No : _____

Participant 2

Name (IC No) : _____

Designation : _____

Email : _____

Contact No : _____

Participant 3

Name (IC No) : _____

Designation : _____

Email : _____

Contact No : _____

Method of Payment

Kindly select the method of payment on the following:

- Pay the 1 week before the training
 By bank transaction
 By courier / by post
 Pay during the training

Bank Draft/Cheque No
RM

ADMINISTRATIVE DETAILS CONTACT PERSON

Ms YY Lee / Mrs Nor Aini Bahrom
 Tel: 03-6241 5211 / 016-226 4799 / 012-278 666
 Fax: 03-6259 5455
 Email: yylee@cammgnt.com / admin@cammgnt.com

ADDRESS

CAMBRIDGE MANAGEMENT SDN BHD
 No. 33-3A-1 Jalan Metro Perdana Barat 1,
 Taman Usahawan Kepong Utara, 52100
 Kuala Lumpur

COURSE FEE

Normal fee – RM3500

REGISTRATION

Complete the Registration Form and fax or email for reservation. All registrations will be confirmed **ONE WEEK** before the commencement of the course.

PAYMENT

Payment of fee must be made **PRIOR** to commencement of the programme.

Crossed cheques should be made payable to **“CAMBRIDGE MANAGEMENT SDN BHD”** or bank-in payment to **Maybank Account No. 5-12389-117631**.

Please fax the bank-in slip with your company's name to 603-6259 5455 as proof of payment.

CANCELLATION

Once a registration is confirmed, no cancellation will be allowed. If the registered delegate is unable to attend, a substitute is allowed and please inform us in writing via fax or email. Confirmed delegate who failed to attend and last minute cancellation is liable for the entire fee of the training.

CONFIRMATION

You will receive an invoice indicating course fee and seminar date. Check it for accuracy.

DISCLAIMER

CAMBRIDGE MANAGEMENT reserves the right to change the speaker, date and to cancel the programme should circumstances beyond the company control arise. CAMBRIDGE MANAGEMENT also reserves the right to make alternative arrangements without prior notice should it be necessary to do so.

**“ALL TRAININGS ARE 100%
HRDF CLAIMABLE UNDER
SBL SCHEME”**

HRDF-SBL claimable
 Application is subject to PSMB approval. You may submit the application with this brochure, together with the programme agenda and speaker's profile which we will provide to you upon request once you have registered.