

# Food Safety QA Management



Updated: 12 May 2011

## Three Days \$1045 inc GST

### Course Outline

This course is intended for Quality Assurance Management personnel specialising in food safety. It relates to those persons who have been appointed to manage a food safety based quality assurance program, who have no prior management skills, or for those persons wishing to gain professional development skills to enable them to move into a quality assurance management role. The course focuses on management outcomes. The skills and knowledge for Quality Assurance and/or Quality Management roles do not differ greatly between industries, however this course is focused specifically on food safety based Standards.

### Course Content

- Risk management including risk assessment & Due Diligence
- Regulatory requirements and the liabilities for food business
- HACCP Plan reviews – validation and verification of CCP's
- Pre-requisite Programs – validation and verification methodologies
- Communication skills – reporting to senior management and to customers; continuous improvement
- Staff management – job descriptions and competency determinations
- Resources – where to find relevant information
- Document control – what is needed to ensure control
- QA management process – product assessment, procedures and work instruction controls, interpreting laboratory reports; shelf life maintenance
- Internal and external audit management

### What's Included with the course fee?

Course notes, Certificate of Attainment/Assessment, lunch and morning / afternoon refreshments. This course will be subject to assessment throughout the course and via submissions on completion of the course content. All you need to bring is a pen.

### Prerequisites:

You will need to provide evidence of attendance at a formal recognised two or three day HACCP course and attendance at an Internal Auditor Course (preferably food safety focused).

Please print clearly.

Course Location: \_\_\_\_\_ Course Date: \_\_\_\_\_

Title (Mr/Mrs/Ms): \_\_\_\_\_ First Name \_\_\_\_\_ Last Name: \_\_\_\_\_

Company: \_\_\_\_\_ Job Title: \_\_\_\_\_

Company Postal Address: \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_ Special Needs: \_\_\_\_\_

How did you hear about this course?  HACCPtown website  Magazine  Referral from colleague/supervisor  Attended course previously  
 Brochure  Email  Phone contact

I will pay by:  Cheque payable to Advancing Food Safety Pty Ltd  Purchase Order No. (if applicable): \_\_\_\_\_

Direct Deposit (bank details will be supplied on invoice, please quote invoice number when making a payment)

Credit Card:  Mastercard  Visa  American Express (3.5% Surcharge applies)

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Card No. \_\_\_\_\_ Expiry Date: \_\_\_\_\_