

# ISO 22000 FOOD SAFETY MANAGEMENT SYSTEM AUDITOR/LEAD AUDITOR TRAINING COURSE

*Certificated by*

**International Register of Certificated Auditors (IRCA) - UK**

*Course Provider*

**Nigel Bauer & Associates, UK**

(Course Registration No. A 17358)

*organized by*

**FICCI QUALITY FORUM**

**14<sup>th</sup> to 18<sup>th</sup> May, 2012**

*at*

FICCI, New Delhi



## 1. COURSE OBJECTIVE

The aim of the course is to:

- Describe the fundamental purpose of a food safety management system (FSMS) as well as the principles, processes and techniques used for the assessment and management of food safety hazards, including the significance of these for FSMS auditors.
- Interpret the requirements of ISO 22000: 2005 in the context of an audit of an organization's FSMS.
- Explain the role of an auditor to plan, conduct, report and follow up of a FSMS audit in accordance with ISO 19011.

## 2. WHO SHOULD ATTEND?

The course is suitable for those:

- Who require a detailed knowledge of food safety auditing process.
- Whose jobs involve food safety assessment of suppliers and potential suppliers.
- Who are responsible for managing the internal food safety audit function within their organisation.
- Who are involved in preparing their organisation for assessment by customers or certification body for FSMS.
- Who wish to become registered as FSMS Auditor or Lead Auditor with International Register of Certificated Auditors (IRCA - UK).

## 3. PREREQUISITE

Prior to commencement of the course, participants are expected to have an understanding of the content & implementation of ISO 22000 international standard.

## 4. COURSE CONTENT

Please see page 3 of this brochure.

## 5. RECOGNITION

The course is recognised by the IRCA, UK (International Register of Certificated Auditors). The course meets the training requirements for individuals seeking registration as Auditors/Lead Auditor with IRCA. The course bears IRCA Certification No. A 17358

## 6. COURSE MATERIAL

Registered participants are sent pre-course exercise material in advance along with ISO 22000 standard for their study. Course kit comprising detailed course material and audit exercises is given during the training to each participant.

## 7. CERTIFICATE

Those participants who successfully complete the continuous assessment during the course and also the written examination, which is conducted on 5th day of the course, **will be issued certificate by Nigel Bauer & Associates, UK.**

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## 8. ABOUT OUR FACULTY

Our faculty of this course **Dr (Mrs) Namrata Pandita Wakhaloo** is an expert on Food Safety Management Systems. She is a Royal Institute of Public Health, UK approved Trainer to conduct Codex HACCP based Lead Auditors Training. She has conducted 12 such trainings in India and abroad and also conducted fourteen ISO 22000 FSMS Auditor/Lead Auditor Courses of Nigel Bauer & Associates-UK both in India & abroad. She has additionally designed and conducted HACCP implementation training programs for organizations like the International Trade Centre (UNCTAD/WTO), Food and Agriculture Organization (FAO), United Nations Industrial Development Organization (UNIDO), Export Inspection Council of India (EIC), Agricultural Produce Export Development Authority (APEDA), Ministry of Food Processing, National Dairy Development Board etc. She has also designed and conducted food safety trainings based on BRC, IFS, AIB, SQF and Dutch HACCP Standard.

She was the first Senior Food Safety auditor to be registered in April, 1999 from South East Asia by the Quality Society of Australasia. She has assisted in establishing food safety certification system for certification bodies in India viz the SAI Global, TuV India, DNV India, Foodcert India etc. She is empanelled with Quality Council of India as an ISO 22000 FSMS accreditation auditor for conducting accreditation audits on certification bodies.

She also has the experience of designing and facilitating implementation of Food Safety Systems based on Codex HACCP, ISO 22000:2005 British Retail Consortiums-Food Standard, US FDA, EU, IFS, AIB, SQF, Dutch HACCP etc. She has facilitated implementation of such food safety systems in more than 100 units in India and abroad.

Our second faculty **Mr S C Arora** has rich experience of over 40 years in quality assurance and third party certification. He is IRCA UK certificated QMS 2000 Lead Auditor (Registration No. A005025) and has conducted more than 200 Lead Auditor Courses in various disciplines viz quality, food safety, environmental management systems etc not only in India but in other countries viz. Bangladesh, Bahrain, Bhutan, Kyrgystan, Malawi, Maldives, Mauritius, Nepal Oman, Sri Lanka, Tajikistan, etc.

## 9. ABOUT FICCI QUALITY FORUM

FICCI Quality Forum (FQF) is the premier training and consultancy organization in the country. International Organization for Standardization (ISO) has registered FQF in its worldwide directory of Quality Training Organisations testifying to FQF's reputation for excellence in the field. Some of the other prominent training courses conducted by FQF include ISO 9000 QMS Lead Auditor Course, ISO 14000 environmental management systems Lead Auditor training, Certified Quality Manager, Quality Engineer, Six Sigma Green/Black Belt, Lean Management, etc.

## 10. OUR PAST COURSESS

In the past both public and in-house FSMS Lead Auditor Courses have been conducted by FICCI Quality Forum for the following organizations.

- Bureau of Indian Standards
- Malawi Bureau of Standards
- Mauritius Standards Bureau
- Sri Lanka Standards Institution
- International Trade Centre, UNCTAD/WTO – Projects at Kyrgyzstan & Tajikistan
- United Nations Industrial Development Organization (UNIDO) – Projects at Bangladesh, Bhutan, Maldives & Nepal

## 11. COURSE ORGANISATION, SCHEDULE & REGISTRATION PROCEDURE

The course is of non-residential nature. The course is of 5 days duration and starts at 0900 hrs and goes up to 1830 hrs daily for the first four days & on the fifth day, after the written examination, the course finishes at 1700 hrs. Tea/Coffee and working lunch is provided by the organisers. **The fee for the course is Rs. 21,850/- per participant plus 10.30% Service Tax (Total Rs 24,100/-)** The seats in the course are limited to maximum 20 and are allocated on first-come-first served basis. For joining the course, the particulars of the participants (name, designation, email, postal address, phone number, etc) along with fee by draft/cheque payable at Delhi in favour of "FICCI QUALITY FORUM" should be sent to FICCI New Delhi address as given below. No separate registration form is required to be filled in.

## 12. COURSE DATES

14<sup>th</sup> to 18<sup>th</sup> May 2012

## 13. COURSE VENUE

Federation of Indian Chambers of Commerce & Industry (FICCI),  
Federation House,  
1 Tansen Marg, Near Mandi House  
New Delhi –110001, India

For further details and to reserve your seat, please contact:

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Course Coordinator

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For any technical clarification you may contact our faculty

Mr. S C Arora  
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## 14. COURSE CONTENT

### Introduction

- IRCA and the Auditor Registration Scheme
- Auditor Codes of Conduct

### An Introduction to Food Safety Management System

- Consumer demands and the need to control food Safety

### The Evolution of Food Safety Management Systems

- An overview of management system principles
- Third party Certification.

### The Requirements of ISO 22000

- ISO 22000-2005 - Structure & general principles
- Planning & realization of safe products
- Verification, Validation & Improvement

### Management Systems Auditing

- What is an Audit and why are Audits necessary?
- The Audit Process
- Auditing in relation to food safety & ISO 22000
- ISO 19011 and auditor competence

### The Assessment Process

- An Overview
- Initial Contact
- Pre-Assessment Visits
- Document Review
- Initial Preparation
- Development of the Assessment Schedule
- Communication
- Detailed Planning
- The On-Site Assessment
- Opening Meeting
- Audit Conduct
- Evaluating Results
- Closing Meeting
- Corrective Action
- Formal Report
- Follow-Up and Surveillance Visits
- Exercises on above

### Audit Tools & Techniques

- Detailed Planning & Check List development
- Searching for Evidence
- Conducting Interview and Asking Questions
- Auditor and Auditee Tactics
- Recording the Results
- Exercises on above

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**LIST OF PARTICIPANTS OF LAST ISO 22000:2005 LEAD AUDITOR COURSES**

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#### FACULTY

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