



# Hazard Analysis and Critical Control Point (HACCP) Systems

## Principles of Food Protection

**Dates:** November 2-3, 2017

**Times:** 8am-5pm


**Venue:** Manoa Innovation Center  
2800 Woodlawn Drive, Honolulu, HI 96822

**Instructor:** Dr. Aurora A. Saulo

**Sponsored by the:**

Cooperative Extension Service Food Technology Program  
College of Tropical Agriculture & Human Resources  
University of Hawai'i at Ma`noa

This two-day workshop will start with the Prerequisite Programs for food safety, the vital foundation of sound HACCP-based systems, from the environmental conditions and basic operations that support food safety, including agriculture-based production, to food processing, food preparation, foodservice, and distribution. It is critical that all these prerequisite programs be in place before attempting the development and implementation of a HACCP/Preventive Controls Plan. The first day will end with presentations of different food safety standards and schemes, and the key requirements to comply with the Food Safety Modernization Act and to meet the current regulatory HACCPs: Juice (21 CFR 120), Seafood (21 CFR 123), and Meat and Poultry (9 CFR 304).



The second day will continue with the preliminary steps to HACCP. The seven HACCP principles necessary to develop a HACCP plan as applicable to any food will then follow, combining discussions, lectures, and exercises.

This HACCP/Preventive Controls course follows the guidelines established for HACCP systems described in the *“Recommended International Code of Practice General Principles of Food Hygiene”* developed by the Codex Commission on Food Hygiene and by the National Advisory Committee for Microbiological Criteria on Foods (NACMCF). The course materials are accredited by the International HACCP Alliance. The University of Hawai‘i at Ma‘noa will award certificates with seals from the International HACCP Alliance to those who attend all the sessions and satisfactorily complete all requirements. The certificates will be sent to the designated mailing addresses approximately 4-6 weeks after the course.

### **Who May Attend**

The intended audience includes those in the food industry, such as farmers, retailers, wholesalers, supervisors, mid-level managers, technical and non-technical personnel, quality professionals, production personnel, marketing professionals, sales persons, and those in the export/ import business. A thorough knowledge of your food operations is important to the development of your food safety program and HACCP/Preventive Controls Plans.

### **Registration**

Enrollment will be accepted on a first-received basis and will be limited in number due to group exercises. Registration fee is \$500 per person for the two-day workshop if received by **October 19, 2017**. After this deadline, the registration fee will be \$550 per person. The registration fee includes the cost of instruction, use of facilities, all workshop materials, and continental breakfast. Lunch will be provided and lodging is not included. A \$100 incentive will be available to Hawaii Food Manufacturers Association members after satisfactorily meeting all course requirements, and sent as a reimbursement by the Chamber of Commerce Hawaii.

Please complete the attached registration form and register either by (1) calling 808-956-8588 to pay with a credit card (preferred mode) or (2) by emailing [fstsa@hawaii.edu](mailto:fstsa@hawaii.edu) and one of our assistants will call you back. If we do not receive your registration by the deadline, please call first (808-956-8588) to determine if space is available.

### **Reading Proficiency**

English will be the medium of instruction. No translation assistance will be available.

### **Course of Instruction**

This curriculum incorporates recommendations and concepts from the National Advisory Committee on Microbiological Criteria for Foods and meets the educational requirements cited in the FDA regulations requiring HACCP.

## **Day 1**

- 7:30 – 8:00 Registration and continental breakfast  
8:00 – 8:15 Welcome; Introduction to the Course; Course Objectives, Content, & Format  
8:15 – 8:30 HACCP – Myths and Facts  
8:30 – 9:30 HACCP & Preventive Controls Systems – A Brief History  
9:30 – 10:00 *Break*  
10:00 – 12:00 Prerequisite Programs for HACCP/Preventive Controls Systems  
12:00 – 1:00 *Lunch Break*  
1:00 – 2:00 Food Hazards  
2:00 – 3:00 Preliminary Steps to HACCP (with exercises)  
HACCP Principles – An Introduction  
Assembling the HACCP Team  
Describing the Product: Intended Use and Distribution  
Constructing and Verifying a Flow Diagram  
3:00 – 3:30 *Break*  
3:30 – 5:00 Preliminary Steps to HACC (with exercises) – continued

**Note:** *FSMA requirements & HACCP regulations will be incorporated in all discussions as appropriate.*

## **Day 2**

- 7:30 – 8:00 Registration and continental breakfast  
8:00 – 9:30 Developing HACCP/Preventive Controls Plans (with exercises)  
Principle 1. Conducting a Hazard Analysis  
Principle 2. Determining Critical Control Points  
Principle 3. Establishing Critical Limits  
Principle 4. Critical Control Point Monitoring  
Principle 5. Corrective Actions  
Principle 6. Verification Procedures  
Principle 7. Recordkeeping Procedures  
9:30 – 10:00 *Break*  
10:00 – 12:00 Developing HACCP/Preventive Controls Plans (with exercises) – continued  
12:00 – 1:00 *Lunch Break*  
1:00 – 3:00 Developing HACCP/Preventive Controls Plans (with exercises) – continued  
3:00 – 3:30 *Break*  
3:30 – 4:00 How to Implement Your HACCP/Preventive Controls Plan in Your Facility  
4:00 – 5:00 Evaluation, Exam, Questions/Answers; Certificate Distribution; Adjournment

**Note:** *Please make plans to be present in class until 5pm of each day. Not completing the course will result in no certificate issued.*



### **Program Faculty**

The instructor is a HACCP trainer certified by the GMA Science and Education Foundation (formerly Food Processors Institute), The International Meat and Poultry HACCP Alliance, Association of Food and Drug Officials (AFDO), and the Seafood HACCP Alliance.

### **Dr. Aurora A. Saulo**

Extension Specialist in Food Technology  
Department of Tropical Plant & Soil Sciences  
University of Hawai'i at Ma'noa  
Honolulu, HI 96822

### **Application of HACCP Principles**

To apply the principles to your own processing operations, please bring the following to the course for your own use:

- A description of your product, its intended use, and distribution
- A detailed flow sheet of how your product is prepared

### **Program Venue**

**HACCP and Preventive Controls Systems – Principles of Food Protection HACCP System – Principles of Food Protection** will be conducted at the Manoa Innovation Center, 2800 Woodlawn Drive, Honolulu, HI. There is free street parking. For disability accommodations, please contact me.

Daytime temperatures average in the mid 80s Fahrenheit with lows in the 70s. Summer wear (e.g., shorts and t-shirts) are acceptable in most public areas. It is recommended, however, to bring a **sweater** or a **light jacket**.

### **Cancellation/Substitution Policy**

Deadline for cancellation is 12noon Hawaii, **October 19, 2017**. All cancellations should be in writing and will entail a handling fee of \$50 per registration. Cancellations received after the deadline are subject to the entire tuition charge. Substitutions may be made before the workshop.

The University of Hawaii may cancel this workshop fourteen (14) days prior to the first day of the course if there is insufficient enrollment.


Questions regarding program content, certification requirements, and should be directed to me.

### **Dr. Aurora A. Saulo**

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**Cooperative Extension Service, Food Technology Program  
HACCP/Preventive Controls SYSTEMS – Principles of Food Protection**

Paying by credit card

Paying by check to arrive by \_\_\_\_\_

**Email this Registration Form to [FSTSA@hawaii.edu](mailto:FSTSA@hawaii.edu)  
Or, use the online Registration Form at <http://www.FoodSafetyHawaii.org>. *No online payment.***

Participant Full Name for the certificate (Please use CAPS)

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Email address of participant (**not payer**)

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Phone number of participant (**not payer**)

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Company Name

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Company Address

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Meal restriction (please check)

Food Allergy (please specify) \_\_\_\_\_

Vegetarian preferred \_\_\_\_\_

US \$500/person if received by October 19, 2017; US \$550/person if received after October 19, 2017

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