The Royal Environmental Health Institute of Scotland

Advanced HACCP Course

Syllabus

Minimum teaching time – 21 hours

1. Background to HACCP

Aim

To provide background knowledge of Hazard Analysis and Critical Control Point (HACCP)

Objectives

1.1   Describe the background to the development of HACCP and its current status

1.2   Describe the European Union/UK legislation relating to HACCP.

1.3   Explain the roles of the World Health Organisation (WHO), the Food and Agriculture Organisation (FAO) and the Codex Alimentarius Commission (CAC) and its relevant committees.

1.4   Describe the relationship of HACCP with other relevant national and international management systems, e.g. British Retail Consortium (BRC) standards, ISO 9000 and ISO 22000.

1.5   Demonstrate a thorough understanding of the Codex Alimentarius HACCP Principles and terminology.

1.6   Explain the potential benefits to a food business operation from introducing HACCP, and explain potential limitations.

1.7   Explain the role of HACCP certification schemes and their potential advantages/disadvantages to a food business operation.

1.8   State some of the sources of guidance on how to develop and maintain HACCP systems.

2. Prerequisite Programmes

Aim

To provide an understanding of the important role of Prerequisite Programmes (PRPs) as the foundation for the development of effective HACCP systems.

Objectives

2.1   Explain what is meant by the term PRP and to state examples of typical PRPs.

2.2   Explain the role of PRPs in managing food safety and how they support HACCP systems

2.3   Explain why PRPs need to be evaluated and deficiencies identified.

2.4   Describe the potential role of Industry Guides and other sources of information.

3. Planning HACCP

Aim

To provide an understanding of how a food business operation should manage the development of HACCP.

Objectives

3.1   Describe the need for management commitment.

3.2   Describe the personnel resources needed to develop and maintain HACCP systems including the potential role for consultants and other external specialists.

3.3   Describe the potential composition of a HACCP team and explain the key roles within the team.

3.4   Explain linear, modular and generic approaches to HACCP.

3.5   Describe the potential use of HACCP documentation software packages.

3.6   Explain the need for effective project management techniques in the development of HACCP systems.

3.7   Describe the need for HACCP training and explain the need for appropriate levels of training.

4. Principles of HACCP

Aim

To provide a thorough understanding of the seven principles of HACCP, and how they can be practically applied by a food business operation.

Objectives

4.1   Describe the preparatory stages to Principle 1, e.g. study scope, product description, intended use and flow diagram.

4.2   Describe techniques for the identification of hazards.

4.3   Describe techniques that can be used for the assessment of the significance of hazards.

4.4   Describe how hazards can be controlled.

4.5   Describe how Critical Control Points (CCPs) can be determined including the use of decision trees.

4.6   Explain how critical limits at CCPs can be established, and their relationship with other limits, e.g. target levels.

4.7   Describe the requirements of an effective monitoring system.

4.8   Describe the requirements of an effective corrective action plan.

4.9   Explain the importance of Principle 6, verification. Describe the different roles of validation, verification and review.

4.9.1   Describe potential methods for the validation of HACCP systems.

4.9.2   Describe potential methods for the verification of HACCP systems.

4.9.3   Explain the need for scheduled and periodic HACCP reviews and describe internal and external factors that could initiate a review.

4.10   Explain the importance of effective documentation/record keeping within HACCP systems.

5.   Implementation

Aim

To provide an understanding of the need for effective implementation of HACCP.

Objectives

5.1   Describe techniques that may be used to effectively implement HACCP in a food business operation.

5.2   Describe potential barriers to successful HACCP implementation.

5.3   Explain the need to confirm that implementation has been effective.

Recommended Reading:

Codex Alimentarius. Codex Alimentarius Commission https://www.fao.org/fao-who-codexalimentarius/en/

Wallace, Carol A. 2023: HACCP: A text for Level 3 and Level 4 HACCP courses. 8th Edition July 2023

Sprenger, Richard A. 2024: The Advanced Food Hygiene Handbook. 21st Edition May 2024

G42\5 HACCP: a practical guide 5th Edition 2015

European Commission: Guidance Document on the implementation of procedures based on the HACCP principles, and on the facilitation of the implementation of the HACCP principles in certain food businesses https://ec.europa.eu/info/departments/health-and-food-safety_en   https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A52016XC0730%2801%29

British Retail Consortium: BRC Global Standards for Food Safety https://www.brcglobalstandards.com/brc-global-standards/food-safety/

Institute of Food Science and Technology: IFST 2013 Good Manufacturing Practice Guide https://www.ifst.org/knowledge-centre-publications/food-and-drink-good-manufacturing-practice-guide-its-responsible

https://www.food.gov.uk/business-guidance/hazard-analysis-and-critical-control-point-haccp#food-safety-management-procedures