Basic Seafood HACCP Course  
January 9 – 11, 2018  
University of Georgia Marine Extension and Georgia Sea Grant  
715 Bay Street, Brunswick, GA 31520  
Tori Stivers, Seafood HACCP Alliance Supervisory Instructor

First Day - Tuesday, January 9

8:30 – 9:15 AM  **Orientation and Course Objectives** - Tori Stivers  
- Introduce instructors, books, agenda  
  Chapter 1 - Introduction to Alliance Course & HACCP

9:15 – 10:00  **Chapter 2 - Prerequisite Programs & Sanitation Control Procedures (SCPs)** - Krissa Jones  
- Programs needed prior to HACCP implementation  
- Relationship between GMPs, SCPs, and HACCP  
- Requirements for eight key sanitation areas; SCP examples

10:00 – 10:15  **Coffee/stretch break**

10:15 – 10:30  **Chapter 2 continued**

10:30 – 11:45  **Chapter 3 – Seafood Safety Hazards** - Arlyss Jones  
- Species-related and process-related hazards  
- Types of pathogens: bacteria, viruses, parasites  
- Harvest area hazards: natural and chemical toxins, aquaculture drugs  
- Process-related hazards: food additives and allergens, physical hazards

11:45 – 1:15 PM  **Lunch** (on your own; not provided)

1:15 – 1:45  **Chapter 4 – Preliminary Steps in Developing a HACCP Plan** - Patti Ross  
- Assemble a HACCP team; describe product, intended use, & consumers  
- Develop accurate process flow chart & processing description  
- Introduce product description form & XYZ Seafood Co. example

1:45 – 2:15  **Introduce FDA’s 2011 Hazards & Controls Guide** - Tori Stivers  
- Organizational structure; format of hazards chapters  
- Demonstrate how to use chapter 3 tables  
- Use model examples to identify potential hazards & control measures

2:15 – 2:30  **Coffee/stretch break**
Chapter 5. Principle 1 – Hazard Analysis - Patti Ross
- Introduce hazard analysis worksheet & process
- Identify species- and process-related hazards using Guide Chapt 3 tables
- Determine/justify significant hazards; identify control measures
- Example of fresh Mahi-mahi fillets/XYZ Seafood Co.

4:00 – 4:15 Coffee break

Chapter 6. Principle 2 – Determine Critical Control Points - Tori Stivers
- Definition and examples of critical control points (CCPs)
- Use of decision tree to identify CCPs
- Example using fresh Mahi-mahi/XYZ Seafood Co.

5:00 – 5:30 Assignment of Students to Groups to Begin Hazard Analyses

Second Day - Wednesday, January 10

8:30 – 8:45 Instructions to Model Groups

8:45 – 10:45 Divide into Product Groups to Complete Hazard Analysis Worksheets
Facilitated by A. Jones, K. Jones, Ross, Shepherd, Singh, Stivers

- Define critical limit (CL); determine CLs for a CCP
- Introduce HACCP plan form, operating limits
- Explain control strategy options in Hazards Guide chapters & select CLs
- Example using fresh Mahi-mahi fillets/XYZ Seafood Co.

11:45 – 1:00 Lunch (on your own; not provided)

1:00 – 1:45 Chapter 8. Principle 4 – Critical Control Point Monitoring - Patti Ross
- Definition and purpose of CCP monitoring
- Four elements of monitoring procedures; using Guide
- Example using fresh Mahi-mahi/XYZ Seafood Co.

1:45 – 2:30 Chapter 9. Principle 5 – Corrective Actions - Tori Stivers
- Definition and components; need for predetermined corrective actions (CAs)
- Mandatory documentation; using Guide to identify CAs
- If/then examples; XYZ Seafood Co. CA examples

2:30 – 2:45 Coffee/stretch break

- Definition, purpose, and types of verification procedures
- Frequency of verification procedures; establishing a schedule
- Example using XYZ Seafood Co.

3:45 – 4:15  **Chapter 11. Principle 7 – Record-Keeping Procedures** - Krissa Jones
- Importance and types of records required for HACCP systems
- Distinguish HACCP and SSOP records and requirements
- Examples of records; review XYZ Seafood Co. records

4:15 – 4:30  **Coffee/stretch break**

4:30 – 5:00  **Chapter 11 continued**

5:00 – 5:30  **Work on HACCP Plans in Model Groups**

**Third Day - Thursday, January 11**

8:30 – 10 AM  **Chapter 12 – The Seafood HACCP Regulation** – Arlyss Jones
- Format, definition, requirements

10:00 – 11:30  **Group Work Session to Complete Hazard Analysis Worksheets and/or Develop HACCP Plans** (A. Jones, K. Jones, Ross, Shepherd, Singh, Stivers)

11:30 – 12:45 PM  **Lunch** (on your own; not provided)

12:45 – 2:30  **Group Work Session to Finish HACCP Plans & Prepare Presentations**

2:30 – 4:30  **Group Presentations of Hazard Analysis Results and HACCP Plans**

4:30 – 5:00  **Chapter 13 – Resources for Preparing HACCP Plans** - Tori Stivers
- Personnel, publications, online resources, government agencies
- Chapter 2 in FDA’s Hazards & Controls Guide

5:00 – 5:30  **Final Q & A, Comments; Completion of Course Evaluation Forms**

**Course Instructors**

*Arlyss Jones*, Investigator, U.S. Food & Drug Administration (FDA), Savannah  
*Krissa Jones*, Manufactured Foods Manager, Georgia Dept. of Agriculture, Atlanta  
*Patti Ross*, Consumer Safety Officer, Div. of Seafood Safety, CFSAN, FDA, College Park, MD  
*Sandy Shepherd*, Good Shepherd Consulting Services, Richmond Hill, GA  
*Manpreet Singh*, Professor & Extension Food Safety Specialist, Univ. of GA, Athens, GA  
*Tori Stivers*, Seafood Specialist, UGA Marine Extension & GA Sea Grant, Peachtree City