

**Basic Seafood HACCP Course**  
**October 29 - 31, 2019**  
**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, October 29**

- 8:30 – 9:15 AM **Orientation and Course Objectives** - Tori Stivers\*  
- Introduce instructors, books, agenda  
**Chapter 1 - Introduction to Alliance Course & HACCP**
- 9:15 – 10:15 **Chapter 2 - Prerequisite Programs & Sanitation Control Procedures (SCPs)** – Manpreet Singh\*  
- Programs needed prior to HACCP implementation  
- Relationship between GMPs, SCPs, and HACCP  
- Requirements for eight key sanitation areas; SCP examples
- 10:15 – 10:30 **Coffee/stretch break**
- 10:30 – 11:45 **Chapter 3 – Seafood Safety Hazards** – Sandy Shepherd\*  
- 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 **Introduction to 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**

- 2:30 – 4:00      **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**
- 4:15 – 4:45      **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.
- 4:45 – 5:30      **Assignment of Students to Model Groups to Begin Hazard Analyses**

**Second Day - Wednesday, October 30**

- 8:30 – 8:45 AM    **Instructions to Model Groups**
- 8:45 – 10:30     **Divide into Product Groups to Complete Hazard Analysis Worksheets**  
Facilitated by Fluech\*, Ross, Shepherd, Singh, Stivers
- 10:30 – 11:30    **Chapter 7. Principle 3 – Establish Critical Limits** - Manpreet Singh\*
- 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.
- 11:30 – 1:00 PM    **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**
- 2:45 – 3:45      **Chapter 10. Principle 6 - Establish Verification Procedures** – M. Singh
- Definition, purpose, and types of verification procedures

- Frequency of verification procedures; establishing a schedule
- Example using XYZ Seafood Co.

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

4:45 – 5:00     **Coffee/stretch break**

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

**Third Day - Thursday, October 31**

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

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

10:15–10:45 AM **Chapter 13 – Resources for Preparing HACCP Plans** -Tori Stivers  
 - Personnel, publications, online resources, government agencies  
 - Chapter 2 in FDA’s Hazards & Controls Guide

10:45 – 11:30   **Group Work Session to Complete Hazard Analysis Worksheets and/or Develop HACCP Plans** (Fluech, Ross, Shepherd, Singh, Stivers)

11:30 – 1:00 PM   **Lunch** (on your own; not provided)

1:00 – 2:45     **Group Work Session to Finish HACCP Plans & Prepare Presentations**

2:45 – 5:00     **Group Presentations of Hazard Analysis Results and HACCP Plans**

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

**\*Course Instructors**

**Bryan Fluech**, Associate Director, UGA Marine Extension and GA Sea Grant, Brunswick  
**Patti Ross**, Consumer Safety Officer, Div. of Seafood Safety, CFSAN, FDA, College Park, MD  
**Sandy Shepherd**, Good Shepherd Consulting Services, Richmond Hill  
**Manpreet Singh**, Professor & Extension Food Safety Specialist, Univ. of GA, Athens  
**Tori Stivers**, Seafood Specialist, UGA Marine Extension & GA Sea Grant, Peachtree City

