First Day - Tuesday, October 19

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 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

- 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 20

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

- 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

- 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

Last Day - Thursday, October 21

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 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

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