First Day - Tuesday, November 15

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)** – Krissa Jones*
- 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** – Bryan Fluech*
- 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 – 2:20 **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

2:20 – 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**

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**Second Day - Wednesday, November 16**

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, Jones, 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 – 2:00  **Chapter 8. Principle 4 – Critical Control Point Monitoring** – Sandy Shepherd
- Definition and purpose of CCP monitoring
- Four elements of monitoring procedures; using Guide
- Example using fresh Mahi-mahi/XYZ Seafood Co.

2:00 – 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.
- 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, November 17

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, Jones, 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 – 5:15  Group Presentations of Hazard Analysis Results and HACCP Plans

5:15 – 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
**Krissa Jones**, Manufactured Foods Program 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, Swainsboro
**Manpreet Singh**, Dept. Head, UGA Food Science & Technology, Athens
**Tori Stivers**, Seafood Specialist, UGA Marine Extension & GA Sea Grant, Peachtree City