

# CQI & IRCA Certified FSSC 22000 version 6 Lead Auditor (Food Safety Management Systems) Training Course

<b>Course aim</b>	To help food safety professionals gain the knowledge and skills required to perform first, second and third-party audits of FSSC 22000 food safety management systems (FSMS) in accordance with ISO 19011, ISO 17021-1 and ISO 22003-1.
<b>Course description</b>	<p>Over five days you'll gain the knowledge and skills required to plan, conduct, report on and follow up a successful FSSC 22000 version 6 food safety management system audit. Using a step-by-step approach, you'll be guided through the entire audit process from initiation to follow-up according to best practice techniques.</p> <p>Whether you're new to auditing to this standard or upgrading your skills, this course will update you on the latest developments in food safety allowing you to drive the continual improvement of your business. The key principles and practices of effective FSMS audits in line with FSSC 22000, ISO 22003-1, ISO 17021-1 and ISO 19011 Guidelines for auditing management systems will be covered.</p> <p>You'll also learn to describe the purpose of an FSSC 22000 audit and satisfy third-party certification, as well as grasp the key principles and practices of effective food safety management system audits in accordance with FSSC 22000 version 6 inclusive of specific audit criteria for:</p> <ul style="list-style-type: none"> <li>• ISO 22000:2018 Food safety management systems - Requirements for any organization in the food chain</li> <li>• ISO/TS 22002-1:2009 'Prerequisite programmes on food safety, Part 1- Food Manufacturing'</li> <li>• FSSC additional requirements</li> </ul>
<b>How will I benefit?</b>	<p>This course will help you:</p> <ul style="list-style-type: none"> <li>• Identify the aims and benefits of an FSSC 22000 audit</li> <li>• Identify risks and opportunities related to the objectives of an organization</li> <li>• Interpret FSSC 22000 requirements for audit application</li> <li>• Plan, conduct and follow-up auditing activities that add real value</li> <li>• Grasp the application of risk-based thinking to products and processes, leadership and process management</li> <li>• Access the latest auditor techniques and identify appropriate use</li> <li>• Build stakeholder confidence</li> </ul>
<b>What will I learn?</b>	<ul style="list-style-type: none"> <li>• Explain the purpose of a food safety management system, of food safety management systems standards and the business benefits of the improved performance of the food safety management system including its relationship with the Sustainable Development Goals (SDGs) of organizations</li> <li>• Explain the role of an auditor to plan, conduct, report and follow up a food safety management system audit within an audit programme in accordance with FSSC 22000, ISO 22003-1, ISO 17021-1 and the guidelines in ISO 19011</li> <li>• Plan, conduct, report and follow up an audit of a food safety and quality control management system to establish conformity (or otherwise) with FSSC 22000 and in accordance with ISO 22003-1, ISO 17021-1 and the guidelines in ISO 19011</li> </ul>

<b>Who should attend?</b>	Anyone responsible for or associated with their organization's FSSC 22000 FSMS.
<b>Duration</b>	Five days (exam on day five)
<b>How will I learn?</b>	Our high-impact accelerated learning approach increases learning by improving knowledge retention and skill application. This course is activity-based, resulting in a deeper understanding of the material and a greater impact on job performance.
<b>What will I gain?</b>	On completion, you'll be awarded an internationally recognized CQI and IRCA certified training course certificate.
<b>Prerequisites</b>	<p>Delegates are expected to have prior knowledge of the FSSC 22000 scheme, ISO 22000:2018, PRPs specified in ISO/TS 22002-x series, hazard control, awareness of relevant FSMS legislation, role of ISO 22003-1 in certification and food chain categories and sub-categories in ISO 22003-1. If you don't meet these requirements, it's not likely you will meet the learning objectives or successfully pass the examination.</p> <p>It would also be beneficial to have been involved in, or preferably undertaken, FSMS audits before attending this course.</p>
<b>Further information</b>	Detailed course notes are provided.
<b>Related training</b>	You may also be interested in attending our Effective Food Safety Auditing, Effective Foreign Matter Management and Root Cause Analysis for the Food Industry courses
<b>Delegate assessment</b>	<p>Individual delegate performance must be recorded daily by the tutor using the Personal Continuous Assessment Record form (PCAR). Each delegate must demonstrate acceptable levels of performance against all course learning objectives that are evaluated during the course activities.</p> <p>Online examination on final day</p> <p>Online examination: 1 hr 45 minutes with additional 30 minutes for delegate whose first language is not English (open book) worth 80 marks – minimum pass mark of 40 (50%) and delegates must score a minimum of marks for each of the five domains.</p> <p>If delegates are unsuccessful at passing the examination, they are allowed one re-sit within a 12-month period to be conducted with BSI under exam conditions.</p>

## Agenda

### Day 1

Time	Topic
09.00	Benefits to you, welcome and introductions
	Course aims, objectives and structure
	Purpose and Business Benefits of FSSC FSMS
	Food chain sectors and Overview of the components of FSSC
	Terminology
	Context of a FSMS in the food supply chain
	PRPs, ISO 22002-x
	Food safety hazards, risks and control plan
	FSMS processes
	ISO/TS 22002-1 specified requirements
	FSSC 22000 v6 additional requirements
	Documentation requirements
	Role of the auditor
	Principles of auditing
	First, second and third-party certification audits
	Typical audit activities
	Audit objectives, scope and criteria
	FSSC certification process
	Audit resources
	Roles and responsibilities and confidentiality
	Audit methods
	Stage 1 and Stage 2 Audit
	Certificate scope statements
Risk assessing audit criteria	
Audit plan	
Work documents	
Developing process-based audit prompts relative to FSSC 22000	
Specimen exam paper homework options	
17.30	Close day 1
	Private study – course materials and personal notes

Day 2

Time	Topic
09.00	Welcome and recap
	Quiz
	Opening meeting
	Audit evidence
	Effective communication
	Audit findings, nonconformity terms and definitions
	Audit meetings
	Closing meeting
	Audit report
	Audit follow-up
	Context of regulatory requirements vs. industry food safety best practice standards
	Initiating the audit
	Document review
	Audit plan
	Working documents
	Opening meeting
	Specimen exam paper homework options
17.30	Close day 2
	Private study – course materials and personal notes

**Day 3**

Time	Topic
09.00	Specimen exam paper: Sections 1 and 2 review
	Observations
	Interviewing 'Top Management'
	Auditing process: 'Food Safety Management System Context'
	Auditing process: 'Food Safety Management System Planning'
	Auditing process: 'Food Safety Management System Operations'
	Specimen exam paper homework options
17.30	Close day 3 Private study – course materials and personal notes

**Day 4**

Time	Topic
09.00	Specimen exam paper: Section 3 Review
	Auditing process: 'Food Safety Management System Performance'
	Auditing process: 'Food Safety and Continual Improvement' Auditing
	Nonconformities
	Closing meeting
	Audit report
	Audit follow-up: Corrective action
	Specimen exam paper: Section 4
17.30	Close day 4 Private study – course materials and personal notes

**Day 5**

Time	Topic
09.00	The certification and accreditation process, the role of CQI and IRCA, the CQI and IRCA QMS auditor certification requirements and code of conduct
	Course overview
	Course review and final questions
	Introduction and readiness for the exam
	Lunch
14.30	Examination
17.00	End of course

Two short breaks will be taken at suitably convenient times in the morning and afternoon. Forty-five minutes will be given for a lunch break. Additional breaks may be taken as long as agreed by delegates and tutor, and all learning objectives are met.