

Session Planning

Subject Matter Expert:	DERICK TSAI/ LENNY NIYONG/ROHANA MUSA/NUR SHAHYIRAH
Program Title:	Good Hygiene Transportation Practices
Learning Outcome:	Upon completion of this training, participants will be able to understand the the concept of food safety and basic requirement of Good Hygiene & Transportation Practices. This will also assist them to implement and practice the requirement accordingly.

Sequence	Topics/Content	Timeframe
Intro	-Trainer introduction - Set classroom rules when induction is carried out -Explain training purpose and importance - Explain post-training assessment and re-training requirements	5 minutes
Body	1. Why GHTP is Important - Risks of poor hygiene (Bacteria, Spoilage, Fines). - Consequences: Product recall, damaged brand reputation, consumer illness. - Food Safety definition. - Types of Hazards: Biological, Physical, Chemical, Allergens.	10 minutes
	2. Legal Requirements - Malaysia's Food Act 1983, Food Regulations 1985, Food Hygiene Regulations 2009. - Standards: MS 1514 (GMP), MS 1480 (HACCP), ISO 22000, FSSC 22000.	5 minutes
	3. Vehicle Hygiene & Cleaning - Vehicle design (smooth, water-resistant, no rust). - Pre-loading inspection checklist (floor, walls, pests, smell, temperature, locks). - Correct cleaning procedure: Dispose → Rinse → Detergent → Scrub → Rinse → Sanitize. - Cleaning frequency: Daily vs Weekly. - Filling up the cleaning log and supervisor sign-off. - Pest control measures.	20 minutes
	4. Personal Hygiene & PPE - Strict Bans: No personal food/drinks in the truck, no pets, no placing crates on the ground (must use green pallet). - PPE Requirements: Clean uniform, gloves, face mask, safety shoes. - When to change PPE (dirty/torn/wet). - Reporting illness to Supervisor.	20 minutes

	5. Temperature Control (Cold Chain) - Why it's critical: High-risk product (chicken). - Danger Zone: 5°C – 60°C (bacteria doubles every 20 mins). - Pre-cooling procedure. - Temperature monitoring: Every 1-2 hours. - Placement of thermometer: At the hottest spot. - Specific ranges: Frozen: -18°C or colder / Chilled: -2°C to 2°C.	20 minutes
	6. Quality Awareness - Why quality is important - Quality Control Point/ Key Process	20 minutes
Conclusion	-Key hygiene reminders - Question & Answer session - Post-training assessment	20 minutes