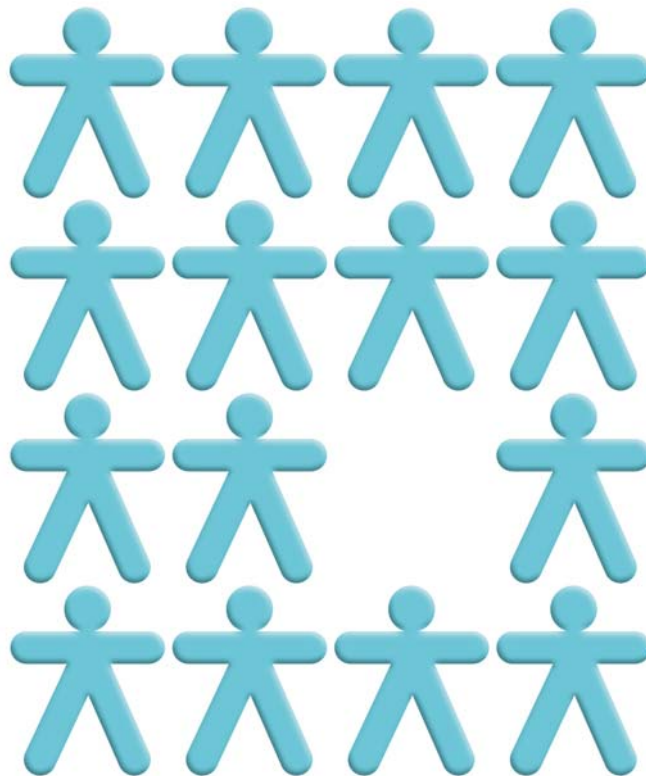




The Society of
Food Hygiene
and Technology

SOFHT TRAINING ACADEMY

PROSPECTUS 2012



Stand out with the right training





**SOFHT
TRAINING
ACADEMY**
PROSPECTUS
2012



The Society of Food Hygiene and Technology's new packages for 2012, of one to five day training courses, focuses on the topical issues affecting everyone working in today's fast-moving food industry.

SUPPLIER QUALITY ASSURANCE

26th January 2012 & 12th July 2012

A one day course for delegates to assess whether their current supplier quality assurance systems are stringent enough and legally compliant, as well identifying cost effective solutions in problem areas.

Who should attend? Managers or supervisors responsible for raw material supply and quality assurance.

Course content: In line with the Food Safety Act of 1990, delegates will be shown how to carry out an effective assessment of a supplier base and the importance of exercising all reasonable precautions and due diligence. Systems for monitoring the ability of suppliers to provide safe and legal raw materials will be explored followed by a discussion of the merits of self-audit questionnaires versus audits. Third party certification of suppliers will also be considered, with an overall aim of achieving the best results while minimising costs to the business.

PTTLS (PREPARING TO TEACH IN THE LIFELONG LEARNING SECTOR)

6th-10th February 2012 & 26th-30th November 2012

PTTLS is a nationally accredited qualification for those who want to teach or train others within the workplace. The five day intensive course helps candidates achieve a standard recognised as 'the threshold qualification' for all new tutors.

Who should attend? Anyone who wants to enter a teaching or training role or those who are already in a role and wish to upgrade their qualifications.

Course content: This fast paced, highly interactive and fun course includes planning a teaching session and a scheme of work, understanding the role of the tutor, the training cycle, meeting individual learner needs, teaching and learning methods and assessment and evaluation strategies. Delegates must be prepared to complete a learning plan prior to the course, spend time on homework and undertake a presentation at the end of the course. Successful candidates will gain certification from the Highfield Awarding Body for Compliance.

BRC FOOD SAFETY STANDARD ISSUE 6

29th February 2012, 23rd May 2012 & 31st Oct 2012

This intensive course will assist with the transition from previous versions of the BRC Global Standard for Food Safety by examining the key changes in the way the Issue 6 standard operates including its certification process and audit protocol.

Who should attend? A must for anyone responsible for implementing the standard such as directors and senior managers, quality assurance, technical and

supply chain managers as well as BRC consultants and food industry trainers.

Course content: Attendees will gain an in-depth understanding of the background and history of BRC standards, the implementation and maintaining of the standard, the benefits of certification, the key requirements of the safety standard, how to prepare for an audit and what is involved in the certification process. Presented by a Chief Certification Officer, the course is delivered with an insider's view and offers an up-to-date interpretation of BRC Position Statements.

ACHIEVING EFFECTIVE ALLERGEN CONTROL

6th March 2012 & 12th September 2012

This highly topical course serves to unravel the complexities of allergen management and aims to provide the tools to conduct an in-house operational health-check.

Who should attend? Company technical managers, senior production managers and those responsible for setting product Quality and Commercial standards.

Course content: The one day course covers the requirements of recent legislation on allergens in the food industry including FSA Guidance Notes and Best Practice labelling advice; what can be learnt from food allergen recalls and the controls that can be put in place to prevent recurrence; how to identify common sources of allergen cross-contamination; allergen risk assessment principles to identify controls for implementation; managing label claims - 'free-from' with special reference to the new Gluten Free requirements and practical advice on health-checking internal systems through auditing and monitoring activities.

INTERNAL AUDITING

15th March 2012 & 6th Sept 2012

The benefits of effective internal auditing is recognised by many organisations and this one day course is designed to ensure that attendees gain an understanding of the skills and techniques required to get the most out of the process.

Who should attend? The course will suit internal auditors seeking a formal qualification, those who wish to become internal auditors as well as managers of internal audit programmes.

Course content: The comprehensive course covers the entire process of Internal Auditing from the use of risk assessment to determine audit plans, to developing templates and audit scopes to ensure thoroughness and consistency through to the completion of effective audits and the management of corrective actions. Workshops are run throughout the day to support the learning process and successful completion of the short exam at the end of the course will lead to certification.

MICROBIOLOGY FOR NON-MICROBIOLOGISTS

21st March 2012 & 2nd October 2012

This course provides an essential guide to microbiology within the food manufacturing environment and how it can impact on the day to day running of a site.

Who should attend? A one day 'taster session' suitable for those requiring basic microbiological knowledge in order to operate safely in food manufacturing.

Course contents: The course will cover an introduction to basic microbiology along with an overview of how a laboratory tests for microbes. The main sources of factory-based bacteria will be examined and guidance given on how to minimise those bacterial risks. A profile on food poisoning and a study of the major bacterial groups completes the programme.

HACCP

3rd April 2012 & 8th November 2012

A one-day course delivering everything that is needed to design, implement and maintain HACCP systems and how to apply them to the running of a business.

Who should attend? This is suitable for directors, line managers, supervisors, HACCP team leaders and their team as well as support staff including engineers. Manufacturers, caterers, food retailers and those who audit food premises can also benefit.

Course content: This course will look at the fundamentals of HACCP and the thinking behind it, enabling delegates to understand the importance of having an effective food management system in their business. Time will be spent explaining the requirements of HACCP regulations and implications for all business from SMEs to large multi-nationals. Work sessions will help delegates design, document and implement a risk-based HACCP system based on Codex principles.

FOOD LABELLING & LEGISLATION



19th April 2012 & 19th September 2012

A one-day course which aims to provide an initial understanding of the complex requirements relating to food labelling. It is ideal for anyone new to the field or as a refresher for those dealing with labelling of products on a regular basis.

Who should attend? This is suitable for technical directors, consultants and managers, quality managers, NPD managers, food technologists, regulatory compliance officers and specification technologists.

Course content: The course gets straight to the heart of the matter and will cover food labelling law, penalties for food labelling non-compliance, which

From meeting legal requirements, to cleaning, pest control, HACCP and training, there is a cost effective, relevant course for everyone. The courses are run by some of the leading food hygiene and safety experts in the UK and held at SOFHT's centrally-based headquarters in Staffordshire.

elements are required to be present on a food label, compositional standards and an overview of product claims of which will be illustrated by practical exercises and labelling examples.

CLEANING & HYGIENE TRAINING

26th April 2012

Ideal for anyone new to the field or wishing to refresh skills, this one day course will cover the chemistry and principles of good hygiene management relevant to food industry personnel.

Who should attend? Hygiene and Technical managers and equivalent personnel involved in the food manufacturing industry.

Course content: Among the topics covered will be the importance of cleaning in food manufacturing environments, from the basics of hand hygiene and simple steps to improve hygiene to surface cleaning chemistry including the principles of open plant cleaning, detergent chemistry and how to select detergents. The course will also cover how to operate, maintain and clean tray washers as well as various types of factory auditing and the documentation required.

ORGANIC AWARENESS & GM IMPLICATIONS

10th May 2012 & 10th October 2012



This in-depth course sets out to give delegates an understanding of what organic food is, its legal implications and importantly, how to apply organic standards in a practical situation.

Who should attend? Food technologists, audit and compliance managers, quality and NPD managers, as well as enforcement agencies such as Trading Standards and EHOs; BRC and supplier auditors, particularly in relation to standards concerning certification, handling requirements for specific materials, traceability/mass balance, product design and pest control.

Course content: Beginning with the definition of 'organic', the course will give a brief overview of the organic market in UK, EU and worldwide. It will look at current legislation, certification and inspection requirements including product approval and importing/exporting requirements; raw material sourcing and supplier approval/auditing; composition, including approved additives and GM implications of both organic ingredients and additives. Also included will be labelling and packaging, organic product handling, processing and separation plus pointers about the less 'obvious' organic standards.

SENSORY EVALUATION

17th May 2012

This one day sensory course is designed to educate the palate to enable 'tasters' to evaluate and describe food products in an objective and structured way.

Who should attend? Aimed at technical, quality and NPD managers, food technologists, quality assurance staff, taste panellists and production managers.

Course content: Beginning with an acquaintance of the four taste elements of Salt, Acid, Sweet and Bitter, delegates will undergo threshold screening to establish taste sensitivity. The course will look at how smell effects taste, an appreciation of Mouthfeel and Geometric attributes as well as the impact of colour on intensity of flavour. Delegates will undertake sensory descriptions which can be used to assist NPD teams in product matching and benchmarking.

LABORATORY ACCREDITATION

5th June 2012 & 11th December 2012



This course explores the practical implications of the requirement for food producers to use accredited laboratories when supplying major retailers.

Who should attend? Aimed at anyone responsible for sending food and water samples for laboratory testing and in-house laboratory personnel.

Course content: The course will focus on assessments – how they are carried out and by whom, which aspects of the laboratory's work are scrutinised and how improvements are defined and implemented to raise standards. The benefits and pitfalls of accreditation and any future trends will be weighed up along with the relationship between the laboratory and the food producer.

ISO 22000:2005 EXPLAINED

13th June 2012 & 14 November 2012



A one-day course applicable to all organisations of all sizes involved in any aspect of the food chain seeking to put systems in place to ensure the consistent provision of safe products.

Who should attend? This course has universal relevance to those in the food industry looking to implement a food safety management system.

Course content: Delegates will be given an overview of the standard and its requirements, how it fits within the portfolio of ISO and food safety standards currently in place, the benefits of implementing a food safety management system and the advantages of achieving the certification.

PEST CONTROL

21st June 2012

Pests are a leading cause of poor food hygiene and 'prevention is better than cure'. This one day course aims to target prevention and show how a business can save money and vitality, its reputation.

Who should attend? Managers and supervisors of food businesses whether manufacturing, retail or catering and those with operational responsibilities for pest control.

Course content: A bold look at the health dangers posed by insects, birds and rodents and how they threaten food processing and preparation. Key elements of the course include: what you can do to prevent problems occurring, particularly how to stop pests entering a premises; how to spot evidence of an infestation and how to treat and control it. Pointers are also provided for ultimate protection in what to look for in a specialist pest control contract.

Richard Elms, UNIQ
Good overall day with broad brush strokes

Gintare Abramaviciute, UNIQ
Great course, lots of useful information

Katie Birch, THORNTONS
Really Good

Katie Carter, TATE & LYLE
Very Interesting and well put together

Teresa Croxford, TATE & LYLE
Have learned a lot today

Gill Ray, ECOLAB
Very useful day, Gary is a first rate trainer

Micheal Reger, BERNARD MATHEWS
Very Good, Relevant, Thorough, Professional

Just a few endorsements to shout about from 2011





Booking Form

“ Course Title ”	Course Duration	Date 1 (please tick)	Date 2 (please tick)	Date 3 (please tick)	Members Rate (excluding VAT)	Non-Members Rate (excluding VAT)
SUPPLIER QUALITY ASSURANCE	1 day	26 Jan 2012 <input type="checkbox"/>	12 July 2012 <input type="checkbox"/>	-	£145	£195
PTTLS (PREPARING TO TEACH IN THE LIFELONG LEARNING SECTOR)	5 days	6-10 Feb 2012 <input type="checkbox"/>	26-30 Nov 2012 <input type="checkbox"/>	-	£500	£595
BRC FOOD SAFETY STANDARD ISSUE 6	1 day	29 Feb 2012 <input type="checkbox"/>	23 May 2012 <input type="checkbox"/>	31 Oct 2012 <input type="checkbox"/>	£145	£195
ACHIEVING EFFECTIVE ALLERGEN CONTROL	1 day	6 Mar 2012 <input type="checkbox"/>	12 Sept 2012 <input type="checkbox"/>	-	£145	£195
INTERNAL AUDITING	1 day	15 Mar 2012 <input type="checkbox"/>	6 Sept 2012 <input type="checkbox"/>	-	£145	£195
MICROBIOLOGY FOR NON-MICROBIOLOGISTS	1 day	21 Mar 2012 <input type="checkbox"/>	2 Oct 2012 <input type="checkbox"/>	-	£145	£195
HACCP	1 day	3 Apr 2012 <input type="checkbox"/>	8 Nov 2012 <input type="checkbox"/>	-	£145	£195
FOOD LABELLING & LEGISLATION	1 day	19 Apr 2012 <input type="checkbox"/>	19 Sept 2012 <input type="checkbox"/>	-	£145	£195
CLEANING & HYGIENE TRAINING	1 day	26 Apr 2012 <input type="checkbox"/>	- <input type="checkbox"/>	-	£145	£195
ORGANIC AWARENESS & GM IMPLICATIONS	1 day	10 May 2012 <input type="checkbox"/>	10 Oct 2012 <input type="checkbox"/>	-	£145	£195
SENSORY EVALUATION	1 day	17 May 2012 <input type="checkbox"/>	- <input type="checkbox"/>	-	£145	£195
LABORATORY ACCREDITATION	1 day	5 Jun 2012 <input type="checkbox"/>	11 Dec 2012 <input type="checkbox"/>	-	£145	£195
ISO 22000:2005 EXPLAINED	1 day	13 Jun 2012 <input type="checkbox"/>	14 Nov 2012 <input type="checkbox"/>	-	£145	£195
PEST CONTROL	1 day	21 Jun 2012 <input type="checkbox"/>	- <input type="checkbox"/>	-	£145	£195
					Total Cost (inc VAT)	<input type="text"/>

Name <input type="text"/>	Signed <input type="text"/>	Date <input type="text"/>
Position <input type="text"/>	ADMINISTRATION DETAILS <ul style="list-style-type: none"> All bookings will be acknowledged and confirmation will be sent on receipt of payment. Cheques to be made payable to The Society of Food Hygiene and Technology or charge credit card. 	
Company <input type="text"/>	<ul style="list-style-type: none"> Cancellations/Substitutions: Cancellations must be received by letter, fax or email by no less than 4 weeks prior to each course and will be subject to an administration charge of £30.00 + VAT. Thereafter no refunds will be given. Substitutions may be made and the correct delegate rate will be applied. 	
Address <input type="text"/>	MasterCard <input type="checkbox"/> or Visa <input type="checkbox"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
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Telephone <input type="text"/>	Cardholder's Statement address (if different from left) <input type="text"/>	
Email <input type="text"/>	<input type="text"/>	
		Postcode <input type="text"/>



The Society of Food Hygiene and Technology
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 Tel: 01827 872500 Fax: 01827 875800
 Email: admin@sofht.co.uk Website: www.sofht.co.uk