



Lead Auditor course Gauteng

22.07.2019—26.07.2019



TARGET AUDIENCE

- ☞ Quality Manager
- ☞ Hygiene Manager
- ☞ Internal Auditor
- ☞ Supervisors



DELEGATE FEEDBACK

My knowledge and skills to audit facilities improved remarkably. The course is recommended to all who are responsible for auditing functions in food safety management systems

COURSE OUTLINE

Lead Auditors conduct audits for compliance to legislation and regulatory requirements. This SAATCA approved Lead Auditor Program includes:

- ☞ Food safety management systems criteria
- ☞ Purpose of an audit
- ☞ Audit principles
- ☞ Audit approach
- ☞ Auditors responsibilities
- ☞ Leading an audit team
- ☞ Audit strategy
- ☞ Auditing techniques
- ☞ Nonconformance and corrective actions
- ☞ Accreditation and certifi-

ENTRY REQUIREMENTS

- ☞ At least 4 years work experience in the **food safety management systems**
- ☞ Training in food related microbiology
- ☞ Training in food related regulations / legislation
- ☞ Training in pre-requisite program **min 3 days**
- ☞ Advance HACCP implementation 3 day minimum
- ☞ **ISO 22000 bridging course (3 Days)** or **HMS HACCP / ISO 22000 course (4 days)**
- ☞ Training in auditing techniques according to ISO19011

Cost:

RMAA Members: R8 075 (Excl VAT)

Non-Members: R9 075 (Excl VAT)

Includes study guides, facilitation, practical's, assessment and certification

AST reserves the right to re-schedule dates and venues
Cancellation within 5 days of commencement date will incur a 20% administration fee

**Closing date for
registration
2019.07.12**

Contact us:

Phone: (012) 349-1237/8

Fax: (012) 349-1240

E-mail: ella@rmaa.co.za

Website: www.rmaa.co.za

Accreditation:

Accredited Training provider—AgriSETA AGRI/c prov/027710

Registered Private FET College—2011/FE07/010

SAATCA training course provider



Dear Prospective Delegate

Thank you for your interest in the ISO 22000 Auditor/Lead Auditor Course.

As this course is registered with the Southern African Auditor and Training Certification Association (www.saatca.co.za), it is imperative that you are aware of the pre-requisites which you need to comply with to be adequately prepared.

This course is intended for experienced food safety professionals i.e. the ideal candidate has worked in the food industry for at least 4 years and has been involved in food safety management systems as a core function. Prior to registering for the Lead auditor course you must conduct at least a 3 day course in ISO 22000 related to Understanding & Implementation to the related standard. (Including HACCP) PRP/HMS course of 4 days.

I assume that you intend to register as an auditor with SAATCA and as such you need to understand the requirements for registration and how they relate to attendance on this course.

SAATCA require the following for food safety auditors:

1. At least 4 years work experience in the food industry in food safety management systems
2. Training in food related microbiology if not part of qualification 1 day
3. Training in food related regulations/legislation
4. Training in Pre-requisite programmes 3 day minimum
5. Advance HACCP implementation 3 day minimum
6. Proof of training for a 3 day ISO 22000 course, including modules Introduction and Implementation or 4 day HMS HACCP/ISO 22000 course including ISO 22000 modules and PRP's
7. Training in auditing techniques according to ISO 19011 which is where this course comes in.
8. An audit log of at least 20 audits totaling 120 audit hours (for auditor level)



(Please note you cannot register with SAATCA as a lead auditor unless you have met these requirements and then fulfilled additional audit requirements as a lead auditor)

In order to have the maximum benefit from this course, you should ideally have already complied with requirements 1-7 of the above list. I urgently suggest that you ensure you have attended these training components as a pre-requisite to this course.

I would love to have you on training but I do not want the pre-requisite knowledge of the audit standards such as SANS 10049, SANS 10330, ISO 22000 and the Meat Safety Act 2000 to be overwhelming if you have not previously been trained on these standards.

Please also note that knowledge of the standards is evaluated daily with closed book tests which contribute to the overall course assessment.

Kind regards

Gerhard Neethling
Abattoir skills Training



CHECKLIST FOR PRE REQUISITE REQUIREMENTS

NAME OF DELEGATE: _____

DATE OF COURSE: _____

	REQUIREMENT	EVIDENCE RECORDED	
		YES	NO
1.	At least 4 years work experience in the food industry in food safety management systems		
2.	Training in food related microbiology if not part of qualification 1 day		
3.	Training in food related regulations/legislation		
4.	Training in Pre-requisite programmes 3 day minimum		
5.	Advance HACCP implementation 3 day minimum		
6.	Proof of training for a 3 day ISO 22000 course, including modules Introduction and Implementation or 4 day HMS HACCP/ISO 22000 course including ISO 22000 modules and PRP's		
7.	Training in auditing techniques according to ISO 19011 which is where this course comes in		

Name and designation

Signature

Date



LEAD AUDITORS COURSE FOOD SAFETY MANAGEMENT SYSTEM ISO22000 REGISTRATION FORM

The following documents must be submitted. Upon receipt of these documents your registration will be confirmed:

- (1) Completed registration form
- (2) Copy of ID
- (3) Proof of attendance equivalent to RMAA HMS HACCP/ISO22000 course
- (4) Proof of qualifications as per pre-requisite check list

Place of employment: (Abattoir Name)		Registration number of abattoir: (where applicable)	
Name of contact person:		Tel No:	
Cell:		Fax No:	
Postal Address:		Email:	
Course dates:		VAT no.	
RMAA member (yes/no) please indicate (✓)	Yes		No

NB: The type of practical you submit is the type of Lead Auditor Certificate you receive

NOMINEES

Name and Surname	ID No	Job Position	Highest Grade or Qualification (e.g. Grade 12)

PROGRAMME FEE

Prices in ZAR excluding 15% VAT	Number of learners	Total
Members R 8 075.00 (VAT excl) per learner		
Non Members R 9 075.00 (VAT excl) per learner		

PAYMENT

Upon receipt of the complete registration form and other documents an invoice will be issued. Please email the proof of payment to: ella@rmaa.co.za

Terms and Conditions

AST reserves the right to re-schedule dates and venues
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IMPORTANT: Special dietary requirements: