

Table of Contents

1. Workshop Manual

Section 1	A BC HACCP Plan Program Introduction	1
Workshop Exercise#1	The Hazards of Everyday Life	3
	Developing a Recognized Food Safety Management System	4
	<i>A. The Basics.....</i>	<i>4</i>
	<i>B. Free 1-Day Workshop</i>	<i>4</i>
	<i>C. Tools and Techniques</i>	<i>4</i>
	<i>D. Gap Assessment</i>	<i>4</i>
	<i>E. One-on-One Counseling.....</i>	<i>5</i>
	<i>F. A BC HACCP Plan</i>	<i>5</i>
	Developing a Full HACCP Plan.....	5
	Financial Assistance for HACCP Implementation	5
	History of HACCP System	6
	Key Concepts of A BC HACCP Plan.....	7
	<i>HACCP.....</i>	<i>7</i>
	<i>Prerequisite Programs</i>	<i>8</i>
	<i>Good Manufacturing Practices (GMPs).....</i>	<i>9</i>
	<i>Standard Operating Procedures (SOPs).....</i>	<i>9</i>
	How to Implement HACCP at your Plant	10
	Describing Hazards.....	10
	Types of Hazards: Biological, Chemical and Physical	11
	<i>Biological Hazards – B.....</i>	<i>11</i>
	<i>Chemical Hazards – C.....</i>	<i>12</i>
	<i>Physical Hazards – P</i>	<i>13</i>
	How to describe a food safety hazard.....	14
	Why Hazards Occur.....	14
	<i>Sources of Contamination.....</i>	<i>15</i>
	<i>Biological Hazards Associated with Temperature.....</i>	<i>15</i>
	<i>Hazards Because Of Incorrect Methods</i>	<i>16</i>
	<i>Hazards Because Of Allergens</i>	<i>16</i>
	How to use “Because Of” Statements to Start Your HACCP Plan.....	16
Workshop Exercise #2	Describing Hazards.....	17

Section 2	Prerequisite Programs	23
	Introduction to Prerequisite Programs.....	23
	The Six Prerequisite Programs.....	25
Workshop Exercise #3	Your Company's Prerequisite Programs	27
Workshop Exercise #4	Using Prerequisite Programs to Control Identified Hazards	28
Workshop Exercise #5	Prepare a list of the important Prerequisite Programs in your plant	30
	Introduction to A BC HACCP Plan	31
Step 1	Complete the Product Background and Process flow Forms	32
	Top 4 High Risk Production Conditions	33
Workshop Exercise #6	High Risk Production Conditions at your plant	33
	Guide to Determining the Risk Of Pathogen Growth In Retail Food Products.....	35
Section 3	HACCP Principles	43
	The 7 Principles of HACCP	43
Step 2	Complete A BC HACCP Plan Table	46
	Applying principles 1 and 2	47
	A BC HACCP Plan Decision Tree.....	50
	Applying principles 3 to 7	56
Workshop Exercise #7	What kind of records do you keep at Your Plant?	59
Step 3	Implementing Your A BC HACCP Plan.....	60
	Preparing Standard Operating Procedures	61
Workshop Exercise #8	Prepare a Standard Operating Procedure.....	61
2. A BC HACCP Toolkit	<i>Blank forms and instructions for use of computer forms</i>	
3. Gap Assessment	<i>Instructions for use and Gap Assessment Form</i>	
4. Appendices	<i>Instructions, demonstration items and reference materials</i>	
5. Creamy Dressing	<i>A BC HACCP Plan form examples</i>	