



# Training and Assistance Options **SAFE QUALITY FOOD (SQF) Systems**



Success in producing and maintaining Safe Quality Food and then *proving* your company can do this requires training. At HCG, we recommend training and refresher training for HACCP (or Hazard Analysis and Risk Based Preventive Controls) and SQF. Initially, the training makes certification a much smoother process. The more people who understand the requirements in your company, the better you will achieve buy-in for this process that includes all departments. We also encourage refresher training because these systems must remain ‘alive’ to be effective. Over time, these systems grow more detailed as the demands of commerce and regulatory changes require updates.

The HACCP Consulting Group, LLC (HCG) is a licensed provider of SQF Training. We provide the approved introductory 2-day SQF course to prepare individuals to be a Practitioner or to be an effective member of your food safety management team. We also provided accredited 2-day HACCP courses which are a requirement for Practitioner qualification.

The course for Developing and Implementing SQF Systems is a 2-day course. The agenda is as follows:  
Day 1

- Introduction and exercise – the current status of third party audits
- Introduction to SQF, Implementing SQF Systems Training, Cost of Quality
- Preparing for SQF Certification:
  - Prepare for Certification; Code description; Registration; The SQF practitioner
  
- SQF Certification Process:

- Overview, Selecting a CB; The Audit; Granting and Maintaining Certification
- Implementing an SQF System:
  - Management Commitment; Food Safety Plan; Food Quality Plan;
- Documenting alternative controls

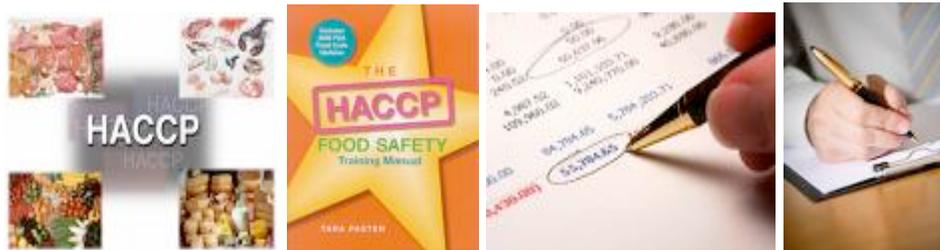
## Day 2

- Ensuring the HACCP Plan demonstrates meeting requirements.
- Developing a HACCP –based Food Quality Plan
- Module 2: SQF System Elements
- Exercise: Preparation of documentation to meet the Code
- Module 11: GMP and Post Farm Gate
- Preparing for an audit – advice from an SQF Auditor
- Practice Examination

All participants receive a certificate from The HACCP Consulting Group. An additional exam from the SQF Institute (SQFI) is optional. This exam leads to a certificate from SQFI. It requires an additional fee invoiced by SQFI and must be taken online. A practice exam in this course helps ensure success and instructions on taking the SQFI exam will be provided.

HCG Instructors include professionals with experience working in industry, in government and as consultants. Our staff also includes a former SQF Auditor. We understand all sides of the process. This breadth of experience allows us to share practical solutions and real-life examples on how to ensure safe food and compliance.

HCG also provides the Advanced SQF Practitioner course, internal auditor training (required by the SQF Code) and workshops in essential areas such as environmental pathogen control and technical writing.



## CONSULTING ASSISTANCE

Many companies have discovered that it pays to have help. Waste less time wondering what the code means and spend more time implementing requirements. HCG shares our experience through on and off-site support. On-site we provide gap assessments, assistance with internal auditing, side-by-side program development and personnel or management training. Off site, we effectively work with you through conference calls and email to develop and review the myriad of required documents necessary for compliance to commercial codes and regulatory requirements. We do not mandate a minimum level of service. We offer help, when and where you need it. Please contact us for further details.

**For more details, contact us and please refer to our SQF Training information.**

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