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| ERASMUS+ PROGRAMME  Project Number: 574010-EPP-1-2016-1-JO-EPPKA2-CBHE-JP |
| **FOODQA - Fostering Academia-Industry Collaboration in Food Safety and Quality** |
| Planning of WP4 – PILOT OF IMPLEMENTATION OF FOOD SAFETY AND QUALITY MANAGEMENT SYSTEMS – Pilot Studies no. 1 and no. 2 |
| C:\Users\Dr\Downloads\FoodQA\th.jpg |
| Paulo & Beatriz – Consultores Associados, Lda |
| June 2018 |

1. **PROJECT TEAM**

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| **TEAM LEADER: Paulo & Beatriz – Consultores Associados, Lda (P&B)** | |
| **Name** | **Profession** |
| Dr. Paulo Baptista | Managing Director/Senior Consultant and Trainer |
| Mr. Eleutério Silva | Senior Consultant and Trainer |
| Mrs. Maria Beatriz Marques | Senior Consultant and Trainer |
| **Jordan University of Science and Technology (JUST)** | |
| **Name** | **Profession** |
| Dr. Anas Al Nabulsi | Chairman of Nutrition & Food Technology Dept. |
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| **Jordan Food and Drugs Administration (JFDA)** | |
| **Name** | **Profession** |
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| **University of Teramo (UNITE)** | |
| **Name** | **Profession** |
| Prof. Paola Pitila | Professor |
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1. **PILOT COMPANIES**
   1. **Pilot company no. 1**

**Name:**

**Address:**

**Standard selected:**

**Contact person:**

**- Name:**

**- Function:**

**- Phone:**

**- E-mail:**

**Number of workers:**

**Number of shifts:**

**Area of the factory:**

**Construction date:**

**Type of products:**

**Main processing technologies:**

**Short description:**

* 1. **Pilot company no. 1**

**Name:**

**Address:**

**Standard selected:**

**Contact person:**

**- Name:**

**- Function:**

**- Phone:**

**- E-mail:**

**Number of workers:**

**Number of shifts:**

**Area of the factory:**

**Construction date:**

**Type of products:**

**Main processing technologies:**

**Short description:**

**3. PLANNING OF ACTIVITIES**

* 1. **Pilot company no. 1**

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| **WP4.2 – IMPLEMENTATION OF FOOD SAFETY AND QUALITY MANAGEMENT SYSTEMS** | | |
| **PERIOD** | **ACTIVITY** | **PARTICIPANTS** |
| Month 1 – July 2018 | Initial assessment by the company based on the check-list | Company (supported by Jordan partners) |
| Month 1 – July 2018 | Verification/validation of the initial assessment done by the company based on the check-list. Review of company initial assessment. | Jordan partners (with the company) |
| Month 2 – August 2018 | Establishment of plan of action for implementation of the quality management system according with the selected standard. | Jordan partners + company (with support of EU partners) |
| Months 3 to 6 – September to December 2018 | Implementation of the plan of action to adapt the company quality and food safety management system to the standard requirement.  Regular consultation with Jordan partners. | Company |
| Meeting of local partners (at least one) to review the status of implementation of the standard. | Jordan partners + company |
| Monthly follow-up between Jordan partners and EU partners by video-conference (e.g. skype). | P&B and JUST |
| Month 6 – December 2018 | Intermediate audit to the management system selected. | EU Partners + Local Partners |
| Month 7 - January 2019 | Re-planning of the planning of audit following the Intermediate audit to the management system selected. | Company + Jordan partners |
| Months 7 to 12– January to June 2019 | Implementation of the plan of action to adapt the company quality and food safety management system to the standard requirement.  Regular consultation with Jordan partners. | Company |
| Meeting of local partners (at least one) to review the status of implementation of the standard. | Jordan partners + company |
| Month 12 – June 2019 | Monthly follow-up between Jordan partners and EU partners by video-conference (e.g. skype). | P&B and JUST |
| **WP4.2 – IMPLEMENTATION of FOOD SAFETY AND QUALITY MANAGEMENT SYSTEMS** | | |
| **PERIOD** | **ACTIVITY** | **PARTICIPANTS** |
| Month 13 – July 2019 | Realisation of full independent audit to the management system selected. | EU Partners + Local Partners |
| **WP4.4 – ESTABLISHMENT OF POSSIBLE CORRECTIVE ACTIONS** | | |
| **PERIOD** | **ACTIVITY** | **PARTICIPANTS** |
| Month 13 – July 2019 | Establishment of corrective actions for the non-conformities identified in the independent audit (WP4.3). | Jordan partners + company |

* 1. **Pilot company no. 2**

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| **WP4.2 – IMPLEMENTATION OF FOOD SAFETY AND QUALITY MANAGEMENT SYSTEMS** | | |
| **PERIOD** | **ACTIVITY** | **PARTICIPANTS** |
| Month 1 – July 2018 | Initial assessment by the company based on the check-list | Company (supported by Jordan partners) |
| Month 1 – July 2018 | Verification/validation of the initial assessment done by the company based on the check-list. Review of company initial assessment. | Jordan partners (with the company) |
| Month 2 – August 2018 | Establishment of plan of action for implementation of the quality management system according with the selected standard. | Jordan partners + company (with support of EU partners) |
| Months 3 to 6 – September to December 2018 | Implementation of the plan of action to adapt the company quality and food safety management system to the standard requirement.  Regular consultation with Jordan partners. | Company |
| Meeting of local partners (at least one) to review the status of implementation of the standard. | Jordan partners + company |
| Monthly follow-up between Jordan partners and EU partners by video-conference (e.g. skype). | P&B and JUST |
| Month 6 – December 2018 | Intermediate audit to the management system selected. | EU Partners + Local Partners |
| Month 7 - January 2019 | Re-planning of the planning of audit following the Intermediate audit to the management system selected. | Company + Jordan partners |
| Months 7 to 12– January to June 2019 | Implementation of the plan of action to adapt the company quality and food safety management system to the standard requirement.  Regular consultation with Jordan partners. | Company |
| Meeting of local partners (at least one) to review the status of implementation of the standard. | Jordan partners + company |
| Month 12 – June 2019 | Monthly follow-up between Jordan partners and EU partners by video-conference (e.g. skype). | P&B and JUST |
| **WP4.2 – IMPLEMENTATION of FOOD SAFETY AND QUALITY MANAGEMENT SYSTEMS** | | |
| **PERIOD** | **ACTIVITY** | **PARTICIPANTS** |
| Month 13 – July 2019 | Realisation of full independent audit to the management system selected. | EU Partners + Local Partners |
| **WP4.4 – ESTABLISHMENT OF POSSIBLE CORRECTIVE ACTIONS** | | |
| **PERIOD** | **ACTIVITY** | **PARTICIPANTS** |
| Month 13 – July 2019 | Establishment of corrective actions for the non-conformities identified in the independent audit (WP4.3). | Jordan partners + company |