

**WP3 – Training of Academia and Industry**

## **Training course**

**FOODQA: Fostering Academia**

**Industry Collaboration in Food Safety and Quality**

**Food safety management systems**

**Final report**

**Staff**

**FOODQA partner: P&B (Consultores Associados, Lda., Portugal)**

**Local Scientific coordinators: Dr. Paulo Baptista**



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# 1. SYLLABUS and CONTENTS

## 1.1. HACCP – Hazard Analysis and Critical Control Points

Teaching/contact time: 20 hours

a. **Target group:**

University and partners staff

b. **Learning outcomes:**

Trainees will:

- develop knowledge and understanding of the concept of hazard analysis in food safety;
- apply hazard analysis methodologies to specific cases and develop understanding of HACCP application.

c. **Minimum knowledge pre-requisites**

- Basic concepts of food safety including food preservation, food microbiology and food processing.



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#### **d. General contents**

(take as reference the contents already defined for the teaching materials)

Reference person: Eleutério Silva and Paulo Baptista

Teaching material: FOODQA e-book – Food Safety Manual Systems and ppt slides presentation (HACCP) - Attachment I FOODQA\_Slides\_HACCP\_Training

- |         | <b>Sub-topic</b>                                |
|---------|-------------------------------------------------|
| 1.      | <b>Introduction</b>                             |
| 2.      | <b>The concept of the HACCP system</b>          |
| 3.      | <b>The principles of HACCP</b>                  |
| 4.      | <b>The HACCP methodology</b>                    |
| 4.1.    | <b>The HACCP Team</b>                           |
| 4.2.    | <b>Product description</b>                      |
| 4.2.1.  | <b>Raw material</b>                             |
| 4.2.2.  | <b>Final product</b>                            |
| 4.3.    | <b>Intended use for the product</b>             |
| 4.4.    | <b>Construction of the flowchart</b>            |
| 4.5.    | <b>Verification of the flowchart</b>            |
| 4.6.    | <b>Hazard analysis</b>                          |
| 4.7.    | <b>Determination of critical control points</b> |
| 4.8.    | <b>Establishment of critical limits</b>         |
| 4.9.    | <b>Establishment of monitoring system</b>       |
| 4.9.1.  | <b>Monitoring system</b>                        |
| 4.9.2.  | <b>Monitoring methodology</b>                   |
| 4.10.   | <b>Establishment of corrective actions</b>      |
| 4.11.   | <b>Establishment of verification procedures</b> |
| 4.11.1. | <b>Validation of the HACCP plan</b>             |
| 4.11.2. | <b>Audits of the HACCP system</b>               |
| 4.11.3. | <b>Sample collection and analysis</b>           |
| 4.12.   | <b>Documents and registers</b>                  |
| 4.12.1. | <b>Types of documents and records</b>           |
| 4.12.2. | <b>Management of documents and records</b>      |

#### **Complementary/practicals**

- Case-studies

#### **e. Evaluation: self-evaluation**

Case-studies.



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## 1.2. IFS – International Featured Standards

Teaching/contact time: 20 hours

### a. Target group

- University and partners staff

### b. Learning outcomes:

Trainees will:

- understand the importance of food management systems;
- achieve knowledge about the main issues in food safety management standards.

### c. Minimum knowledge pre-requisites(if any)

- Basic knowledge on HACCP.

### d. Contents

(take as reference the contents already defined for the teaching materials)

Reference Person: Paulo Baptista

Teaching material: FOODQA e-book – Food Safety Manual Systems and ppt slides presentation (Food Safety Management Systems – IFS) - Attachment II FOODQA\_Slides\_IFS\_Training

- Sub-topic**
0. Introduction
  1. SENIOR MANAGEMENT RESPONSIBILITY
    - 1.1. Corporate policy/Corporate principles
    - 1.2. Corporate structure
    - 1.3. Customer focus
    - 1.4. Management review
  2. QUALITY AND FOOD SAFETY MANAGEMENT SYSTEM
    - 2.1. Quality Management
    - 2.2. Food Safety Management
  3. RESOURCES
    - 3.1. Human resources management
    - 3.2. Human resources
    - 3.3. Training and instruction
    - 3.4. Sanitary facilities, equipment for personnel hygiene and staff facilities
  4. PLANNING AND PRODUCTION PROCESS
    - 4.1. Contract agreement



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- 4.2. Specifications and formulas
- 4.3. Product development/Product modification /Modification of production processes
- 4.4. Purchasing
- 4.5. Product packaging
- 4.6. Factory location
- 4.7. Factory Exterior
- 4.8. Plant layout and process flows
- 4.9. Constructional requirements for production and storage areas
- 4.10. Cleaning and disinfection
- 4.11. Waste disposal
- 4.12. Risk of foreign material, metal, broken glass and wood
- 4.13. Pest monitoring/Pest control
- 4.14. Receipt of goods and storage
- 4.15. Transport
- 4.16. Maintenance and repair
- 4.17. Equipment
- 4.18. Traceability (including GMOs and allergens)
- 4.19. Genetically modified organisms (GMOs)
- 4.20. Allergens and specific conditions of production
- 4.21. Food Fraud
- 5. MEASUREMENTS
- 5.1. Internal audits
- 5.2. Site factory inspections
- 5.3. Process validation and control
- 5.4. Calibration, adjustment and checking of measuring and monitoring devices
- 5.5. Quantity checking (quantity control/filling quantities)
- 5.6. Product analysis
- 5.7. Product quarantine (blocking/hold) and product release
- 5.8. Management of complaints from authorities and customers
- 5.9. Management of incidents, product withdrawal, product recall
- 5.10. Management of non-conformities and non- conforming products
- 5.11. Corrective
- 6. FOOD DEFENSE PLAN AND EXTERNAL INSPECTIONS
- 6.1. Defense assessment
- 6.2. Site Security
- 6.3. Personnel and Visitor Security
- 6.4. External Inspections

e. Evaluation: self-evaluation

Case-studies.



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## 2. PLANNING, ORGANIZATION

### Organisational information

#### Venue:

- **HOTEL IBIS PORTO S. JOÃO:** Rua Dr. Plácido Costa - 4200-450 Porto – Portugal (map: <https://www.google.pt/maps/place/Hotel+ibis+Porto+Sao+Joao/@41.1803453,-8.6044499,15z/data=!4m5!3m4!1s0x0:0x747b302dae6bc9c5!8m2!3d41.1803453!4d-8.6044499>)
- **HOTEL EUROSTARS OPORTO:** Rua do Mestre Guilherme Camarinha, 212 - 4200-537 Porto - Portugal (map: [https://www.eurostarshotels.co.uk/eurostars-oporto.html?\\_ga=2.154523192.1618707195.1515683758-360975937.1515683758](https://www.eurostarshotels.co.uk/eurostars-oporto.html?_ga=2.154523192.1618707195.1515683758-360975937.1515683758))

### Schedule at glance:

**21<sup>st</sup> January:** arrival

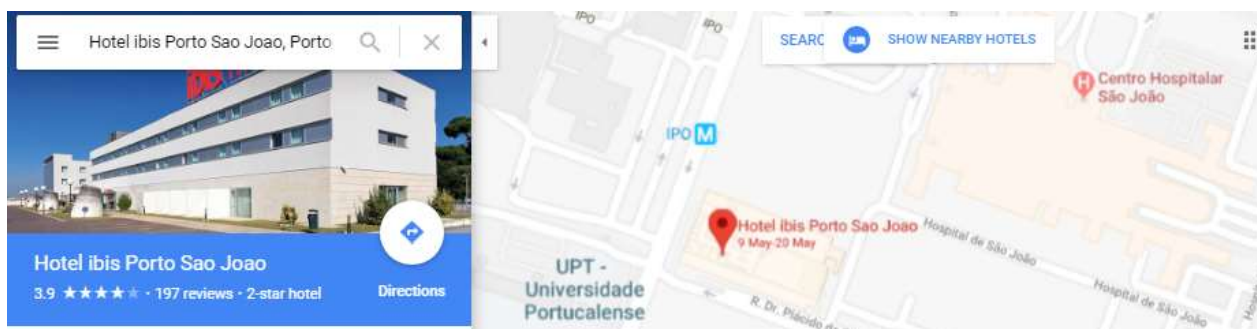
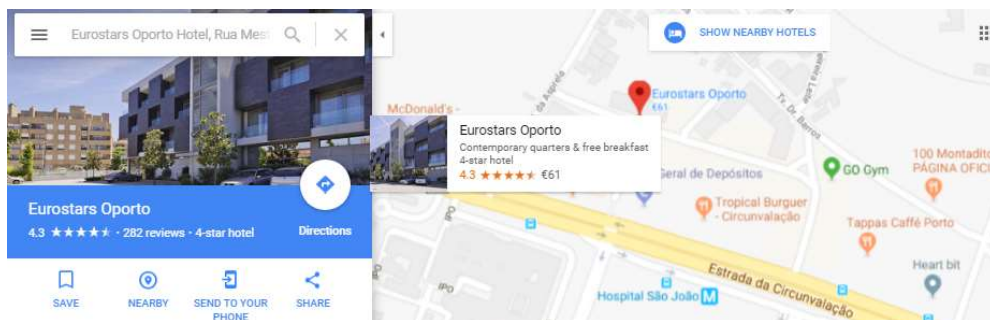
**22<sup>nd</sup> Jan, 9:00 a.m.:** registration and start of the training course

**22<sup>nd</sup> Jan -26<sup>th</sup> Feb:** training (classes, meetings. Individual and group work)

**27<sup>th</sup> Jan:** departure

**Accommodation:** Varied accommodation including hotels and apartments in Porto

### Places where the training sessions took place:



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### 3. TRAINING COURSE TIMING

FOODQA\_training\_staff\_Jan2018\_Portugal\_Agenda

#### 22<sup>nd</sup> January 2018

SCHEDULE	TOPIC	TRAINER
09:00 – 13:00	PART 1 – HACCP PRINCIPLES AND METHODOLOGY	ELEUTÉRIO SILVA
13:00 – 14:00	<i>LUNCH BREAK</i>	
14:00 – 18:00	PART 1 – HACCP PRINCIPLES AND METHODOLOGY	ELEUTÉRIO SILVA

#### 23<sup>rd</sup> January 2018

SCHEDULE	TOPIC	TRAINER
09:00 – 13:00	PART 2- FOOD SAFETY MANAGEMENT SYSTEMS - IFS	PAULO BAPTISTA
13:00 – 14:00	<i>LUNCH BREAK</i>	
14:00 – 18:00	PART 2- FOOD SAFETY MANAGEMENT SYSTEMS - IFS	PAULO BAPTISTA

#### 24<sup>th</sup> January 2018

SCHEDULE	TOPIC	TRAINER
09:00 – 13:00	PART 1- HACCP CASE STUDIES – GROUP WORK	ELEUTERIO SILVA
13:00 – 14:00	<i>LUNCH BREAK</i>	
14:00 – 18:00	PART 2 – IFS REQUIREMENTS CASE STUDIES – GROUP WORK	PAULO BAPTISTA

#### 25<sup>th</sup> January 2018

SCHEDULE	TOPIC	TRAINER
09:00 – 13:00	PART 1- HACCP CASE STUDIES – GROUP WORK	ELEUTERIO SILVA
13:00 – 14:00	<i>LUNCH BREAK</i>	
14:00 – 18:00	PART 2 – IFS REQUIREMENTS CASE STUDIES – GROUP WORK	PAULO BAPTISTA



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# 26<sup>th</sup> January 2018

SCHEDULE	TOPIC	TRAINER
09:00 – 13:00	PART 1 – HACCP PRINCIPLES AND METHODOLOGY – CASE STUDIES	PAULO BAPTISTA
13:00 – 14:00	<i>LUNCH BREAK</i>	
14:00 – 18:00	PART 2 – IFS REQUIREMENTS CASE STUDIES	PAULO BAPTISTA

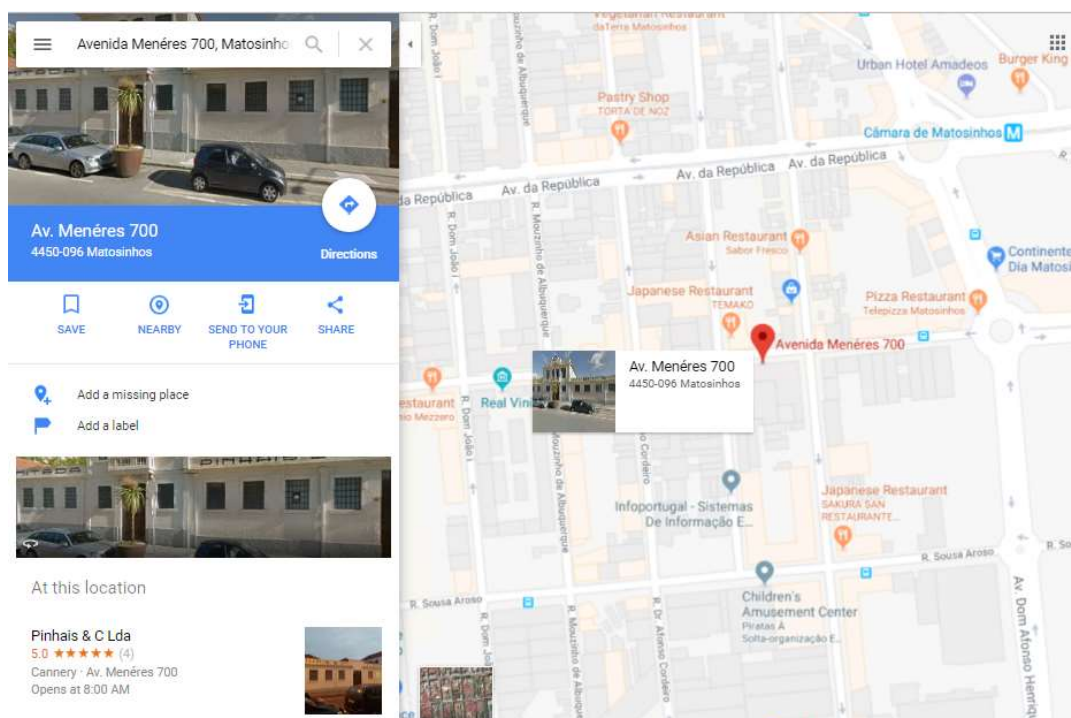
## Teachers

Paulo Baptista – Ph.D. in Biotechnology – Food Processing

Eleutério Silva – Biochemistry degree – specialization in food industries

## TUTOR AND ORGANISATIONAL SUPPORT

### 3.1. Visit a cannery PINHAIS e Ca. Lda.



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## 4. LIST OF PARTICIPANTS

23 trainees

<b>University</b>	<b>No.</b>	<b>Full Name</b>
<b>Cementra</b>	1	Mohammed Al Rawabdeh
<b>Jordan Food and Drug Administration- J-FDA</b>	2	Kubna Abdw Karim Al Otabe
	3	Nawal Al Sakameh
	4	Omar Adwan
	5	Ra'afat Alhalaki
	6	Rana M. Obeidat
	7	Sufyan Hussien Tashtoush
	8	Safa'a Al Smadi
	9	Wafa Hamed Takrori
<b>Jordan University of Science and technology – JUST</b>	10	Adma M. Gharaibeh
	11	Fahmi Abu Al Rub
	12	Lubna Al Otaibe
	13	Mohammad Al Omosh
	14	Roba Hamad
	15	Taghreed Abu Rawaq
<b>King Abdullah University Hospital - KAUH</b>	16	Talal N. Alta'any
<b>Monojo Biotech</b>	17	Rish Al Hiary
<b>Mutah University - MU</b>	18	Aseel Yousef Al – Maaitah
<b>University of Jordan- JO</b>	19	Ahmed Al Salaymeh
	20	Nisreen Shehadeh
	21	Raja Ratrout
	22	Tala Nabil Mash'al











## 5. SIGNATURES

Fostering Academia-Industry Collaboration In Food Safety and Quality  
 574010-EPP-1-2016-1-JO-EPPKA2-CBHE-JP  
 FOODQA training workshop for Staff  
 Food safety management systems training For Staff  
 January 22-26/2018

Hotel Ibis Porto S. João / Hotel Eurostars Oporto, Portugal  
 26th January 2018

No.	Participant Name	Institution	Email	Signature
11	Syain Al-Smaedi	JFDA	syain.smaedi@jfa.jo	
12	Tala Nabil Naskhal	Jordan university	t.naskhal@ju.edu.jo	
13	Rajaf Radwani	Jordan University	rd.radwani@ju.edu.jo	
14	Nisreen Shwadeh	Jordan University	nisreen.shwadeh@ju.edu.jo	
15	Aseel Al-Neadeh	Mutach university	Aseel.yousef@mu.edu.jo	
16	Rasha Al-Hiang	Mono Jo BioTech	rasha@monojo.com.jo hiangrasha93@gmail.com	
17	Raba Hamad	J.U.S.T	raba.hamad@just.edu.jo	
18	Tahneed Abu raway	JUST	tahneed.aburaway@just.edu.jo	
19				
20				

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No.	Participant Name	Institution	Email	Signature
10	Margar, Jaskovici	FEFDA	margar@hspas.ro	[Signature]
9	Romana M. Oprea	FEFDA	romana.oprea@hspas.ro	[Signature]
8	Taru V. Alisani	KADH	faraj.fstajani@kadhi.com	[Signature]
7	Arjuna W. Gunawati	GVST	arjuna@gvst.or.id	[Signature]
6	Vernica M. Vasilescu	FEFDA	veronica.vasilescu@hspas.ro	[Signature]
5	Omar Agwan	FEFDA	omar.agwan@hspas.ro	[Signature]
4	<del>Faraj Al-Hariri</del>	FEFDA	<del>faraj@hspas.ro</del>	[Signature]
3	Shafiq Jaskovici	FEFDA	shafiq@hspas.ro	[Signature]
2	Imane A. Othman	FEFDA	imane@hspas.ro	[Signature]
1	Among A. Othman	FEFDA	among@hspas.ro	[Signature]

Sept 2018

Hotel Ibis Porto 2, Iogo \ Hotel Eurostars Oporto, Portugal

January 25-29, 2018

Food safety management expertise training for 2018

FOODG training workshop for 2018

Fostering Academic-Industrial Collaboration in Food Safety and Quality

214010-EPP-1-2016-1-JO-EPPKA2-CBHE-16

Fostering Academic-Industrial Collaboration in Food Safety and Quality



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No.	Participant Name	Institution	Email	Signature
50				
1a	Nora Azevedo	ZZDA	Nora.Azevedo@ZZDA.pt	
18	Omar Agman	ZEDA	Omar.Agman@ZEDA.pt	
11	<del>Participant</del>	ZEDA	<del>Participant</del>	
1e	Rogério Hino	WORLD BIOGEN	WORLDGEN@BIOGEN.COM	
12	Araceli Al-Adnan	WORLD BIOGEN	Araceli.Al-Adnan@WorldGen.com	
14	Viviana Zemanova	WORLD BIOGEN	Viviana.Zemanova@WorldGen.com	
13	Gejia Bejorant	WORLD BIOGEN	Gejia.Bejorant@WorldGen.com	
15	Talia Nofis Harnas	WORLD BIOGEN	Talia.Nofis.Harnas@WorldGen.com	
11				

Hotel Ibis Porto 2.1ogo \ Hotel Eurostars Oporto, Portugal

January 23-26, 2018

FOODSAFETY management systems training for 2018

FOODSAFETY training workshop for 2018

254010-EPP-1-2016-1-JO-EPPKA2-CBHE-1b







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FOODQA training workshop for Staff  
Food safety management systems training for Staff  
January 22-26/2018

Hotel Ibis Porto S. João / Hotel Eurostars Oporto, Portugal

25th January 2018

No.	Participant Name	Institution	Email	Signature
1	Nawal Asakameh	FEPA	Nawal.Asakameh@FEPA.com	
2	Wafiq' Saikari	FEPA	Wafiq.Saikari@FEPA.com	
3	Taqreed Abu Rawaq	JUST	ts.aburawaq@just.edu.jo	
4	Adina M. Gharaibeh	JUST	Adina-gh@just.edu.jo	
5	Talal N. Al-Tairi	KAUH	talal22tairi@gmail.com	
6	Safa'a Smali	FEPA	smali.safa@gmail.com	
7	Rana opaidat	FEPA	rana.opaidat@FEPA.com	
8	Mohamad Al-Omroush	J.V.S.T	msa@just.edu.jo	
9	Lubna Al Otaime	JUST	lubna.o@just.edu.jo	
10	Sufyan Tashhoush	JUST	Tashhoush.suf@just.edu.jo	





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FOODQA training workshop for Staff  
Food safety management systems training for Staff  
January 22-26/2018



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24th January 2018

No.	Participant Name	Institution	Email	Signature
11	Lubna AL Otaibeh	JUST	lubna.otaibeh@just.edu.jo	
12	Sufyan Tashoush	JUST	tashoush.suf@kmc.med.sa	
13	Imhreed Abu Rawaq	JUST	imhreed@just.edu.jo	
14	Adna M. Gharaibeh	JUST	adna_gh@just.edu.jo	
15	Talal M. Altani	KAUH	talal72@kau.edu.jo	
16	Mohamad al-Omari	J. U. S. T	msa@just.edu.jo	
17	Rasha Hiary	MonJo Biotech	rasha@monjo.com.jo hiaryrasha33@gmail.com	
18				
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January 22-26/2018

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24th January 2018

No.	Participant Name	Institution	Email	Signature
1	Muhammad Al-Sakrneh	SEDA	Muhammad.Alsakrneh@yaho	
2	Wafa Takriri	SEDA	wfatakriri@yaleu.edu	
3	Omar Adwan	IFDA	oamradwan@yaleu.edu	
4	Raafat Al-Halaki	SEDA	Raafat.alhalaki@yaleu.edu	
5	Sofya Smacki	SEDA	sofya.smacki@yaleu.edu	
6	Rana ebeidat	SEDA	rana.ebeidat@yaleu.edu	
7	Misreen Shehadeh	SEDA	misreen.shehadeh@yaleu.edu	
8	Tala Nabil Mashai	SEDA	talamashai@yaleu.edu	
9	Rajaq Ratrouf	SEDA	rd.ratrouf@yaleu.edu	
10	Kweel Yusef Al-Yaoufik	SEDA	kweel.yusef@yaleu.edu	

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**Food safety management systems training for Staff**  
**January 22-26/2018**



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No.	Participant Name	Institution	Email	Signature
21	Sofia Smadi	JFDA	smadis@univmaricium	
22	rana ebeidel	IFDA	rana.ebeidel@ifda.jo	
23	Aseel Youssef Al-Khandak	Nuhah university	Aseelhouse@olive.com	
24	Mohamad al-omoush	J.U.S.T	msa@just-edu.jo	
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23rd January 2018

No.	Participant Name	Institution	Email	Signature
11	Rasha Hiary	Monsi Biotech	rasha@monsibio.com.jo hiaryrasha33@gmail.com	
12	Tala Nabil Masri	Jordan University	t.masri@ju.edu.jo	
13	Raja' Raheeb	Jordan University	raheeb@ju.edu.jo	
14	Mirzaen Shehadeh	Jordan University	mirzaen_shehadeh@ju.edu.jo	
15				
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Hotel Ibis Porto S. João / Hotel Eurostars Oporto, Portugal

23rd January 2018

No.	Participant Name	Institution	Email	Signature
1	Adna M. Glavickel	TUST	adna-@just.edu.jo	
2	Taqreed Abu-Rawaq	Just	tsaburawaq@just.edu.jo	
3	Nawal Alsakameh	JIDA	Nawal.Alsakameh@jida.edu.jo	
4	Wafiq Takruri	JFPA	wf@jpa.gov.jo	
5	Omar Adwan	JFDA	Omaradwan@jfd.gov.jo	
6	Raafat Al-Halak	JFDA	Raafat.alHalak@jfd.gov.jo	
7	Taqreed Alsakameh	Just	tsaburawaq@just.edu.jo	
8	Lubna Al Oteyha	Just	lubna@just.edu.jo	
9	Sufyan Tashqoush	Just	Tashqoush@kmc.med.sa	
10	Talal Al-Hariri	KAUH	talal.alhariri@gmail.com	

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No.	Participant Name	Institution	Email	Signature
11	Rana Obeidat	JFDA	rana.obeidat@jfdaj.o	
12	Omar Adwan	JFDA	omaradwan166@kmail.com	
13	Rafat AlHalek	JFDA	Rafat.alhalek@jfdaj.o	
14	Rajid Ratrouk	Jordan Univ.	rd.ratrouk@juedu.jo	
15	Tala Nabil Naskal	Jordan University	tnaskal@juedu.jo	
16	Nisreen Shehadah	Jordan University	nisreen.shehadah@juedu.jo	
17				
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22nd January 2018

No.	Participant Name	Institution	Email	Signature
1	Mohamad al-Omrouh	J. S. S T	msa@just.edu.so	
2	Asad Nusef Al-Madhah	mutah university	asadnusef@liv.6m	
3	WAFI Hamed Takrori	JFDA	wfa899@aftrac.com	
4	Nawal Al-Sakamneh	JIDA	Nawal.Alsakamneh@jida.jo	
5	Taqheed Abu-Rawaq	JUST	Taqheed@just.edu.jo	
6	Ludena Abdul Karim Alshike	JUST	ludena@just.edu.jo	
7	Sufyan Hussien Tashkoush	JUST	Sufyan.hussien@just.edu.jo	
8	Adna M. Alarabek	JUST	adna_gh@just.edu.jo	
9	Talal ALITANY	KAUH	talal72@gmail.com	
10	Mohamad Al-Rawabeh	Cementra	tsaburawag@just.edu.jo + M. Rawabeh@cementra.com	

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## 6. LIST of ADDITIONAL TRAINING MATERIALS

### HACCP

		comments
0 study case	Case_Study_ICE_Cream_all_H ACCP_example	Used in assesment
n1 Bread Company	Case_Study_HACCP_Bread_Co mpany_ES	Working group 01
n2 Mc Fruit Company	Case_Study_Mac_Fruit_ES	Working group 02
Case_study_0_audit findings	Images_Audit_Findings_ES	Group Work_1
Case Study 1	Meat poultry and meat products	Individual/group work 01
Case History 1	Cereal_Grain products	Individual/group work 02
Case History 2	Dairy	Individual work 01
Case Study 2	Storage of frozen food	Individual/group work 03
Case Study 3	Ready to eat, chilled smoked fish	Individual work 02

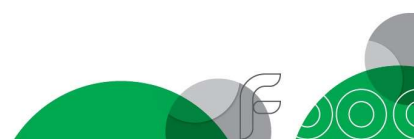
### IFS

Case_study_1_audit findings	Images_Audit_Findings_ES	Group Work_1
Case_study_2_aseptic_filling_PB	Process and product requirement	Group Work_2
Case_study_3_Food_Defense_PB	Food Defense	Group Work_3
Case_study_4_Housekeeping_Hygi ene_PB	Good practices hygiene	Group Work_4
Case_study_5_Pizza_Allergens_PB	Allergens	Group Work_5
Case_study_6_Product_Develop_“ Sandwich company”_PB	New products development	Group Work_6
Case_study_7_Recall_PB	Recall	Group Work_7
Situations_Grading_1_NCs	NC’s grading	Individual/group work 01
Situations_Group1_Grading_2_NCs _KO	KO	Group Work_8
Small cases		Individual Work or Group Working
Convenience food_1	Several – IFS requirement	Individual Work_1
Ready to eat, chilled smoked fish	Several – IFS requirement	Individual/group work 02
Confectionary_2	Several – IFS requirement	Individual/group work 03

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Fruit and vegetable packing, co packer_3	Several – IFS requirement	Individual/group work 04
Case history 1: Dessert production, ready to eat, chilled and frozen	Several – IFS requirement	Individual/group work 05
Case history 2: Cereal/Grain products	Several – IFS requirement	Individual/group work 06
Case history 3: Production, ready to eat, chilled and frozen delicatessen	Several – IFS requirement	Individual/group work 07



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## 7. ASSESSMENT

The final assessment of the acquired knowledge was carried out by a questionnaire made of 10 questions.

### Assessment results

All trainees have taken the exam, with correct responses to questions > 63%.



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## 8. PICTURES



**FOODQA - Welcome to staff and students.**



**FOODQA - Welcome to staff and students.**



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**FOODQA - group photo staff- HACCP**



**FOODQA - group photo staff- IFS**



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## 9. TRAINING EVALUATION

Work Package: WP3 – Training of Academia and Industry

Training Course Title: FOODQA - Fostering Academia Industry Collaboration in Food Safety and Quality

Location of training: Porto - Portugal

Date: 22.01.2018 – 26.01.2018

Grades between 1-5, where 1 is Poor and 5 is Very Good.

	Average
Answer each question with an evaluation from 1-5. <b>AVERAGE =</b>	<b>4,4</b>
What is your opinion of the general organization and facilities of the event? ما رأيك بالتنظيم والتسهيلات التي قدمت في هذه الفعالية	4,3
To which extent did the event live up to your expectations? الى اي مدى توافقت هذه الفعالية مع توقعاتك	4,0
What is your opinion of the presenters/facilitators? ما رأيك بالمقدمين ومديري الحوار	4,8
What is your opinion of the material that was distributed before or during the event? ما رأيك بالمادة التي تم توزيعها قبل واثناء الفعالية	4,7
How do you evaluate the agenda of the event? ما تقييمك لاجندة الفعالية	4,5
How do you evaluate the technical resources used? كيف تقيم المصادر التقنية التي تم استخدامها	4,1
How effective do you think was the methodologies used? ما مدى فاعلية الطرق المستخدمة	4,4
How useful was the event? ما مدى فائدة الفعالية	4,7
How valuable was the event for your professional growth? كيف تقيم الفائدة المهنية من هذه الفعالية	4,6
How satisfied are you from the level of participation to the event proceedings? ما مدى رضاك عن مستوى المشاركين في الفعالية	4,2
Do you feel that the targets of the event have been fulfilled? هل تعتقد بانه تم تحقيق الاهداف المرجوة من الفعالية	4,5

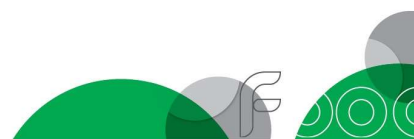
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## 10. Attachment

Attachment I FOODQA\_Slides\_HACCP\_Training

Attachment II FOODQA\_Slides\_IFS\_Training



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