



CANADIAN HORTICULTURAL COUNCIL

CANADAGAP AUDITOR TRAINING COURSE

COURSE OUTLINE

	Pre-course Assignment – read the CanadaGAP manual and write a test which will assess comprehension and knowledge. Participants will discuss answers to pre-course assignment in class.
Unit 1	Introduction, Background on CanadaGAP, Background on Manuals – background on CHC, development of CanadaGAP program, scope, goals, program management and audit management system, six commodity specific On-Farm Food Safety manuals, manual purpose .
Unit 2	Produce Food Safety 101 – discuss hazards in fresh produce, pathogen pathways, how produce becomes contaminated and how on-farm food safety programs reduce risk; case study on US spinach outbreak, introduction to risk assessment.
Unit 3	Regulations – Federal legislation vs. provincial/territorial legislation (PMRA: Fact Sheets, CFIA: Fertilizer Act, FFV Regulations, registered potato varieties; Health Canada: Letters of no objection) with resources.
Unit 4	Using the Audit Checklist – overview of checklist, answering questions, detailed comments, scoring, auto failures, dealing with different commodities; Examples of completed checklist, leaving a copy of Executive Summary; Follow-up on corrective actions; Self-assessments
Unit 5	Review of Manuals – review specific requirements and how to audit each section of the manual, using the audit checklist
Unit 6	Roles and Responsibilities of the CanadaGAP Auditor – general roles for auditor, biosecurity procedures, codes of conduct, confidentiality, conflict of interest, communication skills
Unit 7	Strategies for Assessing Compliance – Power Point presentation on assessing paperwork, how to understand test results, letters of assurance, how forms should be filled out; Exercises on product and chemical traceback; Examples of several different forms, water test results, letters of assurance, etc.
Unit 8	HACCP Overview - General overview of the seven HACCP principles and the CHC generic HACCP model
	Written Exams

Homework Assignments (each night)

Course duration - 4 days of training plus a 5th morning for exams (CanadaGAP Auditor Exam and the HACCP Exam)