



**COURSE
CATALOGUE**
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Global Standard for Food Safety Issue 8

Understand the background and benefits of the Global Standard for Food Safety

Publish date: August 2018

Implementation date: February 2019

Courses include

- Global Standard for Food Safety Issue 7 to 8: Conversion for Auditors*
- Global Standard for Food Safety Issue 7 to 8: Conversion for Sites*
- Global Standard for Food Safety Issue 8: Auditor Training
- Global Standard for Food Safety Issue 8: Sites Training
- Global Standard for Food Safety Issue 8: Lead Auditor

Note: *Delegates should have read a copy of Global Standard for Food Safety 8 before attending any related course.

*It is not recommended that conversion courses are used 12 months after the implementation to audit against the new Issue of the Standard.

Global Standard for Food Safety Issue 7 to 8: Conversion for Auditors

Duration: 2 Days.

Who should attend: Certification body scheme managers, audit report reviewers, current auditors of Global Standard for Food Safety Issue 7, consultants, manufacturing personnel wishing to gain a better understanding of the audit protocol.

Assessment: Conversion for Auditors 50 question exam; Pass mark 75%.

Course summary: This course will provide auditors of Global Standard for Food Safety Issue 7 with details of the changes to the Standard for Issue 8, as well as a review of audit protocol and BRCGS expectations to ensure the effectiveness and consistency of audits against the Standard.

Key learning objectives

- Know the changes for Issue 8 including changes to existing clauses, new requirements and clauses for voluntary modules
- Recognise the changes to the protocol of the Standard
- Know how the audit should be carried out and reported consistently

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Global Standard for Food Safety Issue 7 to 8: Conversion for Sites

Duration: 1 Day.

Who should attend: Site technical & quality managers and their teams/BRCGS Professionals.

Assessment: Issue 7 to 8 Conversion for Sites 25 question exam; Pass mark 60%.

Course summary: This course will provide delegates with an in-depth understanding of the revisions to the Standard requirements for Issue 8. It is designed to equip delegates with the skills and knowledge to successfully implement the changes to the Standard on-site.

Key learning objectives

- Understand the changes to existing requirements
- Understand what sites need to do to implement the new requirements
- Recognise the changes to the protocol of the Standard
- Know what to expect from the Food 8 audit

Global Standard for Food Safety Issue 8: Lead Auditor

Duration: 5 Days.

Who should attend: Certification body auditors or new auditors seeking registration, technical and quality managers who wish to gain an in-depth understanding of the audit process, consultants.

Assessment: Lead Auditor 50 question exam; Pass mark 75%.

Course summary: This 5-day in-depth course will provide an understanding of the Standard in terms of the protocol, requirements and how to audit effectively. Delegates will gain an in-depth guide to the requirements of the Standard, and learn how to undertake a BRCGS audit, including effective planning, conducting and reporting of the audit. Auditing techniques will be practiced and developed, to include the auditor competency skills required of GFSI scheme auditors. Delegates must have a prior working knowledge of quality management systems and auditing within the relevant manufacturing sector, and have completed a HACCP course of at least two days duration. Successful completion of this course, including the exam, forms part of the training necessary to become a BRCGS auditor. The steps necessary to complete your training must be arranged with a BRCGS-approved certification body.

Key learning objectives

To provide an understanding of:

- The details of the BRCGS scheme
- The requirements of the Standard and how compliance can be demonstrated
- BRCGS auditing protocol
- Effective auditing techniques
- Food safety auditor competencies as defined by GFSI
- Completing the audit report
- Compliance monitoring of certification bodies
- The BRCGS Directory

BOOK
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Global Standard for Food Safety Issue 8: Auditor Training

Duration: 3 Days.

Who should attend: New BRCGS Auditors (who already hold a Lead Assessor qualification), consultants, technical & quality managers from sites who wish to gain a deeper understanding of the BRCGS audit process.

Assessment: Auditor Training exam 50 questions; Pass mark 75%.

Course summary: This course has been designed to enable delegates to gain a full understanding of the general principles of the requirements of the Standard, including fundamental clauses and statements of intent, and how to undertake a BRCGS audit, including planning and reporting of the audit.

Delegates must have a working knowledge of quality management systems and auditing within the relevant manufacturing sector. Delegates should also have completed a HACCP course of at least two days duration.

Key learning objectives

To provide an understanding of:

- The BRCGS scheme
- The complete requirements of the Standard
- BRCGS auditing protocol
- Effective auditing techniques and completing the audit report
- Compliance monitoring of certification bodies
- The BRCGS Directory



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Global Standard for Food Safety Issue 8: Sites Training

Duration: 2 Days.

Who should attend: Technical & quality managers and their teams from manufacturing and retailing, BRCGS Professionals.

Assessment: Sites Training 25 question exam; Pass mark 60%.

Course summary: This course has been designed to enable delegates to gain a full understanding of the general principles of the Standard, and how to comply with the requirements. Delegates will also gain an understanding of what to expect during the process of certification, and actions needed prior to, during and after the audit.

Key learning objectives

To provide an understanding of:

- The details of the scheme
- How to meet the requirements of the Standard
- What to expect from your BRCGS audit
- Accessing and using site audit reports on the BRCGS Directory

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Global Standard for Packaging & Packaging Materials Issue 5

Understand the background and benefits of Global Standard for Packaging & Packaging Materials

Publish date: July 2015

Implementation date: January 2016

Courses include

- Global Standard for Packaging and Packaging Materials Issue 5: Understanding the Requirements
- Global Standard for Packaging and Packaging Materials Issue 5: Understanding the Requirements with Protocol and Report Writing (e-Learning)

Note: Delegates should have read a copy of Global Standard Packaging and Packaging Materials Issue 5 before attending any related course.

Global Standard for Packaging and Packaging Materials Issue 5: Understanding the Requirements

Duration: 2 Days.

Who should attend: Technical & quality managers from manufacturing sites.

Assessment: Understanding the Requirements 25 question exam; Pass mark 60%.

Course summary: This course has been designed to enable delegates to gain a full understanding of the requirements of Issue 5, including the objectives of fundamental clauses and statements of intent. Delegates will learn how audits against the Standard operate including preparation, the audit, non-conformities, corrective actions and certificate issue. A good technical knowledge of the packaging industry is essential.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the background and benefits of the Standard
- Outline the details of the audit and certification programme
- Determine audit scope and plan the audit
- Prepare for an audit, deal with non-conformities and corrective actions
- Use and share reports on the BRCGS Directory
- Understand the BRCGS compliance programme

**BOOK
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Global Standard for Packaging and Packaging Materials Issue 5: Understanding the Requirements with Protocol and Report Writing (E-Learning)

Duration: 2-day classroom PLUS e-Learning module.

Who should attend: Auditors (with Lead Assessor) who wish to audit the Standard, consultants, technical & quality managers who wish to gain a greater insight into the audit process.

Assessment: Understanding the Requirements and Protocol & Report Writing 50 question exam; Pass mark 75%.

Course summary: This training comprises the 2-day Understanding the Requirements course taken together with the BRCGS Protocol & Report writing e-learning course (available at <https://brcgselearning.com/auditor-courses/>). These e-Learning modules have been specifically designed for auditors who need to complete their audit training, and include specific information on completing the BRCGS audit and writing the report.

Guidance:

Training routes will be different according to previous experience and qualifications.

For this reason, it is essential for auditors to choose the correct course, and for ATPs to be aware of the correct course to register auditors on BRCGS Educate.

New BRCGS auditors (who hold a Lead Auditor qualification) – if not currently qualified to audit a BRCGS Standard, the full Protocol and Report Writing module should be purchased. Your Understanding the Requirements trainer should register you on BRCGS Educate for attendance at the course named 'Understanding the Requirements and Protocol & Report Writing', which will give you access to the correct 50-QUESTION auditor exam.

Existing BRCGS auditors – if you have completed BRCGS auditor training and currently audit at least one other BRCGS Standard; and now wish to audit another Standard, you need to complete the top-up module in Protocol & Report Writing (i.e. for Packaging auditors wishing to audit Food 7 you should purchase the Protocol & Report Writing Food Issue 7 – for existing BRCGS auditors, and for Food auditors wishing to audit Packaging 5 you should purchase the Protocol & Report Writing Packaging Issue 5 – for existing BRCGS auditors.)

For both routes: You should have completed a classroom-based Understanding the Requirements course in the Standard you wish to audit to BEFORE commencing the correct Protocol & Report Writing e-learning course.

Key learning objectives

- List the aims of the BRCGS Global Standards scheme
- Describe the format, scope and structure of the Standards
- Identify audit scope and understand planning the audit
- Effectively audit the requirements of the Standard
- Initiate closing the audit and corrective actions
- Be able to complete the BRCGS audit and write the report

BOOK
NOW

Global Standard for Packaging Materials Issue 6

Understand the background and benefits of Global Standard for Packaging Materials

Publish date: August 2019

Implementation date: February 2020

Courses include

- Global Standard for Packaging Materials Issue 6: Auditor Training
- Global Standard for Packaging Materials Issue 5 to 6: Conversion for Auditors*
- Global Standard for Packaging Materials Issue 6: Sites Training
- Global Standard for Packaging Materials Issue 5 to 6: Conversion for Sites*

Note: Delegates should have read a copy of Global Standard Packaging and Packaging Materials Issue 5 before attending any related course.

Global Standard for Packaging Materials Issue 6: Auditor Training

Duration: 3 Days.

Assessment: Auditor Training 50 question exam; Pass mark 75%.

Course summary: This course has been designed to enable delegates to gain a full understanding of the general principles of the requirements of the Standard, including fundamental clauses and statements of intent, and how to undertake a BRCGS audit, including planning and reporting of the audit.

Delegates should download and read a copy of Global Standard Packaging Materials Issue 6 before attending this course. The Standard is available from www.brcgsbookshop.com from August 2019.

This course is aimed at:

- New BRCGS Standards auditors who already hold a Lead Assessor qualification;
- consultants; and
- technical and quality managers from sites who wish to gain a deeper understanding of the BRCGS Standards audit process.

Key learning objectives

- be able to describe the scope of companies and products covered by the Standard;
- know what is required to comply with the requirements of the Standard;
- be able to prepare for an audit to the Standard; and
- understand the protocol for audits to the Standard.

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Global Standard for Packaging and Packaging Materials Issue 5 to 6: Conversion for Auditors

Duration: 2 Days.

Assessment: Conversion for Auditors 50 question exam; Pass mark 75%.

Course summary: This course will provide auditors who have audited against Issue 5 of the Standard with details of the changes to format and content of the Standard, with a review of audit protocol and BRCGS expectations. It includes particular reference to the changes in order to better reflect the diversity of the Packaging industry and how this affects them.

This will also be an opportunity to effect calibration of auditors to ensure the effectiveness and consistency of audits against the Standard to BRCGS requirements.

Delegates should download and read a copy of Global Standard for Packaging Materials Issue 6 before attending this course. The Standard is available from www.brcgsbookshop.com from August 2019.

This course is aimed at:

- Current Global Standard Packaging and Packaging Materials Issue 5 Auditors
- Certification Body personnel responsible for technical review

Key learning objectives:

- Understand the reasons for changes to the Standard including industry developments
- Be able to explain how the changes will benefit retailers, manufacturers, auditor and consumers
- Understand the changes from Issue 5 to 6 including changes of format of the Standard; changes to existing clauses;
new requirements and clauses and additional modules
- Recognise the changes to the protocol of the Standard
- Know how the audit process should now be carried out and reported consistently

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Global Standard for Packaging Materials Issue 6: Sites Training

Duration: 2 Days.

Assessment: Sites Training 25 question exam; Pass mark 60%

Course summary: This course has been designed to enable delegates to gain a full understanding of the requirements of Issue 6, including the objectives of fundamental clauses and statements of intent. Delegates will learn how audits against the Standard operate including preparation, the audit, non-conformities, corrective actions and certificate issue.

A good technical knowledge of the packaging industry is essential.

Delegates should download and read a copy of Global Standard for Packaging Materials Issue 6 before attending this course. The Standard is available from www.brcgsbookshop.com from August 2019.

This course is aimed at:

- Manufacturers
- Technical and Quality Managers
- Consultants and BRCGS Approved Training Providers

Key learning objectives

- Understanding the background and benefits of the Standard
- Outlining the details of the audit and certification programme
- Determining audit scope and planning the audit
- Understand what it is to have an audit, non-conformities and corrective actions
- How to report issues and use BRCGS resources
- Understand the BRCGS compliance programme



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Global Standard for Packaging Materials Issue 5 to 6: Conversion for Sites

Duration: 1 Day.

Assessment: Conversion for sites 25 question exam; Pass mark 60%.

Course summary: This course will provide delegates with an in depth understanding of the revisions of BRCGS Standard for Packaging Materials Issue 5 to 6, as well as a review of audit protocol. The course is designed to equip delegates with the skills and knowledge to successfully implement the changes to the Standard on site.

Delegates should download and read a copy of Global Standard Packaging Materials Issue 6 before attending this course. The Standard is available from www.brcgsbookshop.com from August 2019.

This course is aimed at:

- Manufacturers
- Technical and Quality Managers
- Consultants

Delegates should have record of completed training for Global Standard for Packaging Materials Issue 5

Key learning objectives:

- Understand the reasons for changes to the Standard including industry developments
- Be able to explain how the changes will benefit retailers, manufacturers, auditor and consumers
- Understand the changes to existing requirements
- Recognise the changes to the protocol of the Standard
- Know how the audit process should now be carried out and reported

BOOK
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Global Standard for Ethical Trade & Responsible Sourcing (ETRS) Issue 1

Publish date: August 2019

Implementation date: February 2019

Courses include

- Ethical Trade & Responsible Sourcing (ETRS) Issue 1 - Risk Assessment Auditor Training
- Ethical Trade & Responsible Sourcing (ETRS) Issue 1 - Auditor Training
- Ethical Trade & Responsible Sourcing (ETRS) Issue 1 - Sites Training

Global Standard for Ethical Trade & Responsible Sourcing (ETRS) Issue 1: Risk Assessment Auditor Training

Duration: 3 webinar modules (approx. 45mins each).

Who Should Attend: Registered BRCGS product safety auditors.

Assessment: 20 question exam; Pass mark 75%.

Course summary: This course is designed to equip BRCGS auditors with the understanding of how to conduct an ETRS risk assessment, to be delivered alongside a product safety audit as a bolt-on or done as a stand-alone exercise.

Key learning objectives

- Provide an overview of the new ETRS Programme and the new Global Standard
- Explain how the ETRS risk assessment relates to the Global Standard for ETRS
- Explain the risk assessment protocol and how the risk assessment checklist works
- Review the risk assessment checklist and explain the 5 vital signs of the ETRS risk assessment

Delegates should download and read a copy of the ETRS Risk Assessment Guidance before attending this course. The webinar modules and guidance are available for purchase www.brcgsbookshop.com.

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Global Standard for Ethical Trade & Responsible Sourcing (ETRS) Issue 1: Auditor Training

Duration: 3 days (face to face).

Who Should Attend: Existing Social Auditors already conducting ethical audits for an approved delivery partner to a recognized standard (e.g. SMETA).

Assessment: 50 question exam; Pass mark 75%.

Course summary: This course is designed to teach the key principles of the Standard in terms of the Standard requirements and audit protocol. Delegates will be given guidance as to how to effectively conduct a full ETRS audit for BRCGS, including effective planning, conducting and reporting of the audit.

Delegates should download and read a copy of Global Standard for ETRS Issue 1 before attending this course. The Standard is available from www.brcgsbookshop.com.

Key learning objectives:

- Demonstrate understanding of the requirements and audit protocol
- Describe the format, scope and structure of the Standard
- Identify the audit scope and understand the planning of the audit
- Effectively audit the requirements of the Standard
- Initiate closing the audit and corrective actions
- Be able to complete the BRCGS audit and write the report

BOOK
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Global Standard for Ethical Trade & Responsible Sourcing (ETRS) Issue 1: Sites Training

Duration: 2 days (face to face).

Who Should Attend: Technical Managers, Quality Managers, Human Resource practitioners, employee representatives and representatives from senior management that are involved with, responsible for and who manage labour standards; workers' health, safety and welfare.

Assessment: 25 question exam; Pass mark 60%.

Course summary: This training course has been designed to provide sites with an in depth understanding and guidance to implement the key principles and requirements of the Global Standard for ETRS.

Delegates should download and read a copy of Global Standard for ETRS Issue 1 before attending this course. The Standard is available from www.brcgsbookshop.com.

Key learning objectives:

- Understanding the background and benefits of the Standard
- Understand the key principles and requirements of the ETRS Standard
- Understand the audit approach and methodology - e.g. the use of various interviewing techniques and the triangulation of evidence - and the key differences between this and an audit against one of our other standards.
- Outlining the details of the audit and certification programme
- Determining audit scope and planning the audit
- Understand what it is to have an audit, non-conformities and corrective actions
- How to report issues and use BRCGS resources
- Understand the BRCGS compliance programme

**BOOK
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Global Standard for Storage and Distribution Issue 3

Understand the background and benefits of Global Standard for Storage and Distribution

Publish date: August 2016

Implementation date: February 2017

Courses include

- Global Standard for Storage and Distribution Issue 3: Auditor Training
- Global Standard for Storage and Distribution Issue 3: Understanding the Requirements
- Global Standard for Storage and Distribution Issue 3: Understanding the Requirements with Protocol and Report Writing pre-reading module

Note: Delegates should have read a copy of Global Standard Storage & Distribution Issue 3 before attending any related course.

Global Standard for Storage and Distribution Issue 3: Auditor Training

Duration: 3 Days.

Who Should Attend: Auditors.

Assessment: Auditor Training 50 question exam; Pass mark 75%.

Course Summary: The intention of the course is to train current auditors of other schemes who wish to audit Global Standard for Storage and Distribution.

Key learning objectives

At the end of the course, delegates will be able to:

- List the aims of the BRCGS scheme
- Describe the format, scope and structure of the Standards
- Effectively audit the requirements of the Standard
- Be able to complete the BRCGS audit and write the report
- Know how and where to access support from the BRCGS Standards

**BOOK
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Global Standard for Storage and Distribution

Issue 3: Understanding the Requirements

Duration: 2 Days.

Who should attend: Technical, quality & operational staff from the logistics industry, retailers and food service companies.

Assessment: Understanding the Requirements 25 question exam; Pass mark 60%.

Course summary: This course gives technical, quality and operations staff from the logistics industry, retailers and food service companies a clear understanding of the protocols and requirements of Global Standard for Storage and Distribution, including audit planning, and the events during and after the audit.

Key learning objectives:

At the end of the course, delegates will be able to:

- Describe the details of the scheme including audit scope and planning for the audit
- Implement the requirements of the Standard on-site
- Put actions into place to close an audit, knowing what corrective actions are needed and how certificates are issued
- Choose to have an audit against one of the different audit options available, including options 1 and 2 of the unannounced scheme
- Understand the current compliance monitoring of certification bodies by BRCGS
- Use and share audit reports on the BRCGS Directory

**BOOK
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Global Standard for Storage and Distribution

Issue 3: Understanding the Requirements with Protocol and Report Writing Pre-Reading Module

Duration: 2-days.

Who should attend: Auditors (with Lead Assessor), consultants, technical, quality & operational staff from the logistics industry, who wish to gain an insight into the audit process.

Assessment: Understanding the requirements with Protocol and Report Writing 50 question exam; Pass mark 75%.

Course summary: This course will train auditors who wish to audit the Standard on the correct interpretation of the clauses and protocol. It gives technical, quality and operations staff from the logistics industry, retailers and food service companies a clear understanding of the protocol and requirements of Global Standard for Storage and Distribution, including audit planning, and the events during and after the audit.

To audit the Standard, delegates must hold a Lead Auditor qualification. Existing BRCGS auditors holding a Lead Auditor qualification, and who wish to audit this Standard may take this course, followed by the 'Protocol and Report Writing' pre-reading module, and then complete the assessment to qualify to audit this Standard.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the details of the scheme including audit scope and planning for the audit
- Be able to audit the requirements of the Standard
- Understand how an audit is closed, what corrective actions are needed and how certificates are issued
- Describe the different audit options available, including options 1 and 2 of the unannounced scheme
- Understand the current compliance monitoring of certification bodies by BRCGS
- Use the BRCGS Directory

BOOK
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Global Standard for Consumer Products Issue 4

Understand the background and benefits of Global Standard for Consumer Products

Publish date: November 2016

Implementation date: April 2017

Courses include

- Global Standard for Consumer Products Issue 4: Lead Auditor
- Global Standard for Consumer Products Issue 4: Auditor Training
- Global Standard for Consumer Products Issue 4: Understanding the Requirements

Note: Delegates should have read a copy of Global Standard for Consumer Products General Merchandise Issue 4 and Global Standard for Consumer Products Personal Care and Household Issue 4 before attending any related course.

Global Standard for Consumer Products Issue 4: Lead Auditor

Duration: 5 Days.

Who Should Attend: New BRCGS auditors (without Lead Assessor qualification), technical & quality managers responsible for auditing, consultants.

Assessment: Lead Auditor 50 question exam; Pass mark 75%.

Course Summary: This course covers the third-party audit requirements against the BRCGS Standard for Consumer Products Issue 4 – both Personal Care and Household and General Merchandise.

The course includes the protocol and requirements of Issue 4, consistent report-writing, auditing techniques and management of the BRCGS audit, ultimately preparing an individual for a Lead Auditor role.

Before the course you will need a working knowledge of quality management systems and auditing within the relevant manufacturing sector, and you must have completed a hazard and risk management course (minimum 2 days' duration).

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the detailed requirements and audit protocol of Global Standard for Consumer Products Issue 4 for both Personal Care and Household and General Merchandise.
- Prepare, deliver and report on a BRCGS audit.
- Understand practical auditing techniques, report writing and management of the BRCGS audit report.
- Prepare for a Lead Auditor role.

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Global Standard for Consumer Products Issue 4: Auditor Training

Duration: 3 Days.

Who should attend: Auditors.

Assessment: Auditor Training 50 question exam; Pass mark 75%.

Course summary: This course will provide delegates with an in-depth understanding of both Global Standards for Consumer Products Issue 4 – Personal Care and Household and General Merchandise.

Working with major specifiers and brand owners, the Standard has been substantially updated for this Issue to meet market expectations. The course is designed to equip delegates with the skills and knowledge to successfully audit against Issue 4 of the Standard.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the reasons for changes to the Standard, including industry developments
- Understand the requirements for each of the Standards – both at Foundation and Higher level
- Comply with auditor requirements and how the BRCGS audit process should be carried out and reported
- Understand the role of the BRCGS compliance programme
- Have gained the skills required to conduct a BRCGS audit to either Standard, and write a correct and full audit report

Global Standard for Consumer Products Issue 4: Understanding the Requirements

Duration: 2 Days.

Who should attend: Technical & quality staff from manufacturers and retailers.

Assessment: Understanding the Requirements 25 question exam; Pass mark 60%..

Course summary: This course will give technical, quality and operations staff from manufacturers and retailers a clear understanding of the protocol and requirements Global Standard for Consumer Products Issue 4 – either Personal Care and Household or General Merchandise - including audit planning, and the events during and after the audit.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the background and benefits of the Standard
- Understand the details of the scheme including audit scope and planning for the audit
- Implement the requirements of the Standard, including fundamental clauses and statements of intent
- Understand how an audit is closed, what corrective actions are and how certificates are issued
- Know about different audit options available at Foundation and Higher Level
- Understand the current compliance monitoring of certification bodies by BRCGS
- Access support and resources supplied by BRCGS including BRCGS Participate, the BRCGS Directory and BRCGS Bookshop.

Global Standard for Agents and Brokers Issue 2

Understand the background and benefits of Global Standard for Agents and Brokers

Publish date: August 2017

Implementation date: February 2018

Courses include

- Global Standard for Agents & Brokers Issue 2: Understanding the Requirements for Auditors
- Global Standard for Agents & Brokers Issue 2: Understanding the Requirements for Companies

Note: Delegates should have read a copy of Global Standard Agents and Brokers Issue 2 before attending any related course.

*It is not recommended that conversion courses are used 12 months after the implementation to audit against the new Issue of the Standard.

Global Standard for Agents and Brokers Issue 2: Understanding the Requirements for Auditors

Duration: 1 Day.

Who should attend: BRCGS auditors who wish to add this Standard to their audit capabilities.

Assessment: Understanding the Requirements for Auditors 50 question exam; Pass mark 75%.

Course summary: This course will ensure that prospective auditors of Global Standard for Agents and Brokers Issue 2 have an in-depth and practical understanding of the format and requirements of the Standard, the protocol for the audit and actions following the audit.

Key learning objectives

At the end of the course, delegates will be able to:

- Describe the scope of companies and products covered by the Standard
- Know what is required to comply with the requirements of the Standard
- Prepare for an audit to the Standard
- Understand the protocol for audits to the Standard

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Global Standard for Agents and Brokers Issue 2: Understanding the Requirements for Companies

Duration: 1 Day.

Who should attend: Agents, brokers and their staff who wish to gain a thorough understanding of the Standard and audit protocol to be able to prepare their companies for certification.

Assessment: Understanding the Requirements for Companies 25 question exam; Pass mark 60%.

Course summary: This course will ensure that that company personnel using Global Standard for Agents and Brokers Issue 2 have an in-depth and practical understanding of the format and requirements of the Standard, the protocol for the audit and actions following the audit.

Key learning objectives:

Understand the reasons for changes to the Standard including industry developments

- At the end of the course, delegates will be able to:
- Describe the scope of companies and products covered by the Standard
- Know what is required to comply with the requirements of the Standard
- Prepare for an audit to the Standard
- Understand the protocol for audits to the Standard

BOOK
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Global Standard for Retail Issue 1

Understand the background and benefits of Global Standard for Retail

Publish date: September 2016

Implementation date: September 2016

Courses include

- Global Standard for Retail Issue 1: Auditor Training
- Global Standard for Retail Issue 1: Understanding the Requirements

Note: Delegates should have read a copy of Global Standard Retail Issue 1 before attending any related course.

Global Standard for Retail Issue 1: Auditor Training

Duration: 2 Days.

Who Should Attend: Current or prospective BRCGS auditors who currently hold a Lead Auditor qualification.

Assessment: Auditor Training 50 question exam; Pass mark 75%.

Course Summary: This course will train delegates who wish to audit Issue 1 of Global Standard for Retail, with details of the requirements of the Standard and the protocol for audits and report writing.

Key learning objectives

- Describe the format and requirements of the Standard
- Effectively audit the Standard
- Access support and resources supplied by BRCGS including BRCGS Participate, the BRCGS Directory and BRCGS Bookshop

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Global Standard for Retail Issue 1: Understanding the Requirements

Duration: 2 Days.

Who should attend: Technical & food safety teams at corporate level in retail businesses.

Assessment: Understanding the requirements 25 question exam; Pass mark 60%.

Course summary: This course is to train delegates who wish to implement Global Standard for Retail at their head office and stores. The course includes details of the requirements of the Standard and the protocol for certification.

Key learning objectives:

At the end of the course, delegates will be able to:

- Describe the format and requirements of the Standard
- Implement the requirements of the Standard on-site
- Prepare for an audit to the Standard
- Access support and resources supplied by BRCGS including BRCGS Participate, the BRCGS Directory and BRCGS Bookshop

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Global Standard For the Gluten-Free Certification Program Issue 3

Understand the background and benefits of Global Standard for the Gluten-Free certification program

Publish date: February 2019

Implementation date: August 2019

Courses include

- Global Standard Gluten-Free Certification Program Issue 3: Auditor Training
- Global Standard Gluten-Free Certification Program Issue 3: Industry Training

Global Standard for Gluten-Free Certification Program Issue 3: Auditor Training

Duration: eLearning (approx. 4-6 hours)

Who Should Attend: Auditors with a minimum of 5 years' experience in auditing food safety/quality systems.

This may include internal, 2nd party and 3rd party auditing.

Must have valid lead auditor training certificate for any FSMS standard.

Assessment: Auditor training 50 question exam; Pass mark 80%.

Course Summary: This training course has been designed for auditors to help gain an appreciation of celiac disease and non-celiac gluten sensitivity, understand the Gluten-Free Certification Program Global Standard requirements and to provide guidance on auditing a Gluten-Free Management System.

Training for Issue 3 is now available and is a mandatory requirement for all Gluten-Free Certification Program certified auditors.

Key learning objectives

- Identify key objective evidence required to determine compliance with the Gluten-Free Certification Program Global Standard
- Correctly complete auditor documentation.
- Be able to effectively communicate a clear "snap-shot" regarding the operation and the levels of conformity.
- Recall GMPs relating to gluten management
- List the individual components that make up the Gluten-free Certification Program Global Standard
- Identify different gluten controls that must be implemented as part of a gluten-free management system

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Global Standard for Gluten-Free Certification Program Issue 3: Industry Training

Duration: eLearning (approx. 4-6 hours)

Who should attend: Senior managers, quality managers, technical managers, production and operations managers of sites who have implemented, or plan to implement, Global Standard for the Gluten-Free Certification Program Issue 3.

Assessment: Industry training for Companies 25 question exam; Pass mark 60%.

Course summary: This training course has been designed for new or existing Gluten-Free Certification Program customers to help gain an appreciation of celiac disease and non-celiac gluten sensitivity, understand the Gluten-Free Certification Program Global Standard requirements and to provide guidance on implementing a preventative, risk-based Gluten-Free Management System.

This training will also explain the process that a business will need to follow in order to become a certified Gluten-Free site.

Key learning objectives:

- Identify the impact that celiac disease has on individuals and demonstrate an understanding of why the food industry is required to manage gluten
- Explain the concept of cross contact and the potential for cross contact in a food production process
- Outline key legal requirements relating to gluten-free labelling
- Identify different gluten controls that must be implemented as part of a gluten-free management system
- Outline the importance of prerequisite programs in safeguarding a gluten-free site
- Describe the process for obtaining certification to the Gluten-free Certification Program Global Standard
- Understand the protocol for audits to the Standard

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Product Safety Management

The BRCGS Product Safety Management courses include:

- Hazard Analysis and Critical Control Points (HACCP)
- Hazard Analysis and Risk-based Preventive Controls (HARPC)
- Effective Hazard and Risk Analysis (HARA)
- Internal Auditor
- Risk Assessment
- Root Cause Analysis
- Validation and Verification
- Vulnerability Assessment for Food Fraud

Hazard Analysis and Critical Control Points (HACCP)

Duration: 2 Days.

Who Should Attend: Operational, Quality and Technical staff/Food safety management team members implementing HACCP or food safety plans and BRCGS Professionals.

Assessment: HACCP 25 question exam; Pass mark 60%.

Course Summary: The purpose of this course is to train technical and quality staff from sites who need to be able to establish and implement a hazard analysis and critical control point (HACCP) system.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the BRCGS requirements in relation to HACCP
- Describe Codex Alimentarius principles of HACCP
- Describe the reasons HACCP may fail and the most common BRCGS non-conformities related to HACCP
- Complete the preparatory stages for developing the HACCP plan
- Conduct a hazard analysis, determine CCPs and develop a HACCP plan with monitoring, corrective action and verification activities
- Food laboratory directors, managers and technicians
- Consultants and researchers involved in food safety

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Hazard Analysis and Risk-Based Preventive Controls (HARPC)

Duration: 2 Days.

Who Should Attend: Operational, Quality and Technical staff responsible for developing and the day-to-day management of the HARPC plan and BRCGS Professionals.

Assessment: HARPC 25 question exam; Pass mark 60%.

Course Summary: This course will cover the similarities and differences between requirements of the BRCGS Standard for Food Safety and the Food Safety Modernization Act's (FSMA) Preventive Controls rule.

BRCGS' HARPC course is not a substitute for the Food and Drug Administration's (FDA) Preventive Controls course.

HARPC encompasses far more in the way of food safety assessment and control than a traditional hazard analysis and critical control points (HACCP) plan.

Key learning objectives

At the end of the course, delegates will be able to:

- Describe how the BRCGS Standard for Food Safety aligns with FSMA's Preventive Controls rule
- Explain the BRCGS Standards and HARPC requirements for development and management of a food safety plan
- Adapt a BRCGS food safety management system (FSMS) to meet Preventive Controls regulation.
- Review common non-conformities related to HACCP and HARPC found in BRCGS audits.
- Review risk analysis principles

Global Standard for Packaging and Packaging Materials: Effective Hazard and Risk Analysis (HARA)

Duration: 2 Days.

Who Should Attend: Technical & quality managers from packaging manufacturers and their teams, consultants, new auditors for the BRCGS Standard for Packaging and Packaging Materials who do not hold a qualification in HACCP and BRCGS Professionals.

Assessment: HARA 25 question exam; Pass mark 60%.

Course Summary: This course will introduce delegates to BRCGS requirements, quality systems, the foundation of HARA – HACCP and the other crucial elements in managing a company's risk-based systems and is aimed at personnel from packaging manufacturers, such as technical managers, quality managers, and other members of product safety and quality management teams (production, engineering and new product development personnel) who need to develop and implement the hazard and risk analysis plan.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the requirements of the BRCGS Standard for Packaging and Packaging Materials in relation to hazard and risk analysis
- Understand the foundations of HARA/HACCP
- Establish and implement an effective hazard and risk analysis plan

Internal Auditor

Duration: 2 Days.

Who should attend: Operational, quality and technical staff responsible for managing an internal auditing schedule and BRCGS Professionals.

Assessment: 50% Course Participation; 50% Course Assignment – Workplace audit; Pass mark 75%.

Course summary: This course is to enable to undertake internal audits and prepare companies for third party audits. It's delivered via a series of workshop-led discussions, presentations and an interactive case study. During the live case study, you will be given feedback and support to enable you to carry out an audit at your own workplace.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand the roles and responsibilities of auditors
- Be able to plan and conduct an internal audit
- Know how to write concise, accurate and factual audit reports
- Be able to undertake audit follow-up activities

Root Cause Analysis

Duration: 1 Day.

Who should attend: Consultants/Auditors/Quality and safety management staff at manufacturing, storage/distribution and retail sites and BRCGS Professionals.

Assessment: Course Assignment – Root Cause Analysis; Pass mark 75%.

Course summary: This course is to provide delegates with a thorough understanding of root cause analysis (RCA) to know the importance of RCA, and to be able to perform RCA competently. This is especially helpful when implementing some of the requirements in the BRCGS Standards.

Key learning objectives

At the end of the course, delegates will be able to:

- Define root cause analysis (RCA)
- Understand difference between symptoms and RCA
- Understand the role and importance of RCA in compliance with the BRCGS Standards
- Explore some common methods for undertaking RCA
- Be able to perform a RCA and document it effectively

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Risk Assessment

Duration: 1 Day.

Who Should Attend: Consultants/Auditors/Technical, Quality staff and BRCGS Professionals.

Assessment: Course assignment – risk assessment; Pass mark 75%.

Course Summary: This course is to provide delegates with a thorough understanding of risk assessment and enable them to use different risk assessment models. This is particularly useful when implementing product safety management systems onsite, and when implementing the requirements of the BRCGS Standards.

Key learning objectives

At the end of the course, delegates will be able to:

- Define and understand the terms validation and verification
- Understand the level of detail required for each process
- Use validation and verification in practice
- Appreciate how validation and verification relate to conformance to the Standard

Validation and Verification

Duration: 1 Day.

Who Should Attend: Consultants/Auditors/Quality and safety management staff at manufacturing, storage and distribution and retail sites and BRCGS Professionals.

Assessment: Course assignment – Validation & verification; Pass mark 75%.

Course Summary: This course will provide delegates with a thorough understanding of validation and verification so they know the level of detail required for each process and are able to use validation and verification in practice. This is especially helpful when implementing some of the requirements in the BRCGS Standards.

Key learning objectives

At the end of the course, delegates will be able to:

- Define and understand the terms validation and verification
- Understand the level of detail required for each process
- Use validation and verification in practice
- Appreciate how validation and verification relate to conformance to the Standard

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Vulnerability Assessment for Food Fraud

Duration: 1 Day.

Who should attend: Purchasing/Technical and Quality personnel at manufacturing, storage and distribution and retail sites; Auditors and Consultants and BRCGS Professionals.

Assessment: Course assessment – Vulnerability Assessment for Food Fraud; Pass mark 75%.

Course summary: This course is designed to provide manufacturers with an in-depth and practical understanding of Vulnerability Assessment for Food Fraud tools and techniques, and how they can be applied in a practical manner relevant to the delegate's industry sector.

It will enable delegates to use techniques to better identify and mitigate risks associated to raw materials in the supply chain. This is particularly useful when implementing product safety management systems and the requirements of the BRCGS Standards onsite.

Key learning objectives

At the end of the course, delegates will be able to:

- Understand vulnerability assessment requirements for BRCGS Standards
- Understand what is meant by the term 'food fraud'.
- Identify the difference between vulnerability assessment, threat analysis critical control point and food defence.
- Assess the raw materials most vulnerable to food fraud.

To pass the course each learner will need to undertake a Vulnerability Assessment at their place of work.

Environmental Monitoring

Duration: 1 Day.

Who should attend: Auditors/ Consultants and Technical and quality personnel.

Assessment: Course assignment – workplace assessment; Pass mark 75%.

Course summary: This course will provide delegates with an understanding of the key components of an environmental monitoring programme to identify potential microbiological risks in production and open product areas; in addition to explaining different sampling methods and key elements of a corrective action procedure. This is particularly useful when implementing an environmental monitoring programme based on the Global Standard for Food Safety Issue 8 requirements and industry best practices.

Key learning objectives

At the end of this course, delegates will be able to:

- Understand Issue 8 requirements and key components of an environmental monitoring programme, including risk assessment, sampling location, target organisms, test methods, sample frequency, establishing control limits, appropriate corrective action, validation/ verification of the programme
- Describe appropriate target organisms and identify suitable sampling locations
- Explain different sampling methods
- Explain appropriate corrective action for environmental monitoring failures
- Develop an environmental monitoring programme based on Issue 8 requirements and industry best practices

BRCGS Professional

BRCGS Professional is a learning program that will give you international recognition for the key skills and knowledge essential for product safety management.

As a BRCGS Professional you will be well-equipped to manage any GFSI-recognized standard in your business, and able to implement or manage product safety systems. BRCGS is the leading provider of GFSI-recognized Standards globally, respected for quality and brand protection assurance. This training program has been designed by the BRCGS Technical team, in response to demands from the industry for training on the skills necessary to implement effective product safety management program.

Who is it for: All product safety personnel in food and packaging, storage and distribution and related industries – for example quality assurance managers, food technologists, category technologists and HACCP teams. Your company does not have to be BRCGS-certificated, the courses are subject-specific, train the core skills needed for any product safety individual, and will help with maintaining any GFSI-recognized certification scheme.

Gaining certification as a BRCGS Professional will:

- enhance your understanding of product safety management
- enable you to apply skills to reduce risks associated with product safety
- enable you to contribute as part of the brand protection team your company needs
- raise your status as a valuable employee

How to qualify as a BRCGS Professional

Delegates must complete the following:

- A BRCGS Academy classroom-based training on the BRCGS Standard of your choice, with successful completion of the associated exam

PLUS 1 of the following from the BRCGS Academy or similar training provider:

- Hazard Analysis and Critical Control Points (HACCP) (2 days)
- Hazard and risk management course (2 days)
- Hazard Analysis and Risk-based Preventive Controls (HARPC) (2 days)
- FSPCA PCQI course (2.5 days)

PLUS 3 (minimum) of the following BRCGS Academy courses:

- Risk assessment (1 day)
- Root cause analysis (1 day)
- Validation and verification (1 day)
- Internal auditor (2 days)
- Vulnerability Assessment for Food Fraud (1-day)

On completion of the required courses, candidates will be awarded with a BRCGS Professional certificate and an electronic open badge for use on emails and LinkedIn.



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To learn more about the BRCGS certification programme please visit [brcgs.com](https://www.brcgs.com)

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