Food safety

Good Hygiene and Manufacturing Practices

One day to review the good hygiene and manufacturing practices that underpin every HACCP plan: premises, flows, personnel, cleaning, pests, receiving and storage, control of cross-contamination. Intended for production supervisors and quality teams, it ends with a walk of your workshops using an observation checklist, then the list of gaps to correct and their owners.

Duration : 1 day

Objectives

1. Explain the role of prerequisite programmes and their link with the HACCP plan under Codex
2. Identify the hygiene requirements applicable to premises, equipment, personnel and flows
3. Spot in the field situations of microbiological, chemical, physical and allergen contamination
4. Apply a hygiene inspection checklist and draw corrective actions from it
5. Organise regular verification of good practices by supervisors

Programme

Day 1 — morning

• Codex general principles of hygiene and prerequisite programmes: what regulation and GFSI standards expect

• Design and condition of premises: product flow, separation of zones, surfaces, lighting, ventilation

• Personnel: work wear, hand washing, health status, visitors and contractors

• Cleaning, disinfection and pest control: what supervisors must check

Day 1 — afternoon (workshop)

• Cross-contamination: allergens, chemicals, glass and hard plastic, waste

• Receiving, storage, temperatures, stock rotation, nonconforming products

• Walk of your workshops with a hygiene inspection checklist

• Feedback on findings, action plan and knowledge test

Teaching methods

• Short presentations illustrated with photos of workshop situations

• Walk of your production and storage areas with an observation checklist

• Spot-the-error game on photos to train supervisors' eye

• Sub-group work on prioritising gaps

• Final test and discussion of the findings

Assessment and documents

Knowledge test at the end of the day, reaction survey at D+1. Numbered certificate verifiable online for each participant; training report and the completed walk checklist handed to the company.

Bilingual materials for every participant; each classroom course comes with its digital twin on OmniLearn.

Good to know

For operators, the half-day “Personal Hygiene and Behaviour in the Zone (Operators, Darija)” extends this module on the line. The HACCP plan itself is covered in “HACCP According to Codex (CXC 1-1969, Rev. 2020)”.

Practical information

Duration	1 day
Audience	Production supervisors, team leaders, quality, maintenance, hygiene
Prerequisites	No prerequisites
Group size	Groups of 6 to 12 participants, in-company
Format	In-company, face to face on your site
Language	French, Darija or English; bilingual materials
Funding	OFPPT special training contracts (TFP), GIAC, Maroc PME: we prepare the applications with you, at no extra cost.
Programme customisation	Programme adapted to your procedures, your equipment and your audience

Frequently asked questions

How does it differ from the HACCP course?

Good practices form the foundation: without them, the HACCP plan does not hold. This day covers the general hygiene of the site; the HACCP course covers hazard analysis, CCPs and their monitoring.

Is the workshop walk essential?

It is recommended, because it is when participants apply the checklist to their own areas. If the session takes place off site, the workshop is done on photos and videos of your workshops.

Is it suitable for an SME preparing its health authorisation?

Yes. Good hygiene practices are the first thing ONSSA looks at during the visit. The workshop checklist can then serve as a monthly self-inspection tool.

Can the examples be adapted to our sector?

Yes. Examples are chosen from your activity: seafood, canned goods, dairy, industrial bakery, fruit and vegetables or packaging. Materials can be bilingual French-Arabic.