

# REGISTRATION FORM

2018 Meat & Poultry HACCP training

**Participant Information** (Please type/print all information and use a separate form for each registrant.)

Date: \_\_\_\_\_  
Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: (        ) \_\_\_\_\_  
Fax: (        ) \_\_\_\_\_  
E-mail: \_\_\_\_\_

## Registration Fee

Reduce Registration Fee: \$300.00/person  
Regular Registration Fee: \$325.00/person

## Payment

Credit Card Payments

Click on [store.lsuagcenter.com/events](http://store.lsuagcenter.com/events)

Visa, Master Card, Discover and  
American Express credit cards accepted

or

Make check or money order payable to  
“**LSU AgCenter**” and submit with this registration  
form to the following address:

LSU School of Nutrition and Food Sciences  
Attn: Petrie Baker  
297 Knapp Hall  
110 LSU Union Square  
Baton Rouge, LA 70803  
E-mail: [pbaker@agcenter.lsu.edu](mailto:pbaker@agcenter.lsu.edu)

## Registration questions contact

Celika Murphy [cmurphy@agcenter.lsu.edu](mailto:cmurphy@agcenter.lsu.edu)

## Lead Instructor

Dr. Evelyn (Gutierrez) Watts  
[EGWatts@agcenter.lsu.edu](mailto:EGWatts@agcenter.lsu.edu)

## Course Description

This course covers the fundamentals of HACCP (Hazard Analysis Critical Control Point) and the application in meat and poultry slaughter and processing operations. It provides the participant with hands-on experience in developing a HACCP plan, which is required for US Department of Agriculture (USDA) inspection of meat and poultry products. This course meets USDA requirements for HACCP training. Participants will receive an International HACCP Alliance certificate upon successful completion of the course.

The School of Nutrition and Food Sciences offers a three day Meat and Poultry HACCP training designed to educate plant managers, HACCP coordinators, quality assurance/control personnel, sanitation management, line supervisors, line operators employed by meat and poultry processing plants, and any other professionals looking to increase their knowledge of HACCP.

## Instruction

Instructors are faculty and staff in the LSU AgCenter School of Nutrition and Food Sciences and by experts appointed by the USDA and Louisiana Department of Agriculture and Forestry.

Experience with nationally conducted HACCP trainings has shown that participants benefit when involved with hands-on experience in developing HACCP plans. A presentation of developed HACCP plans will be held at the end of the training.

Opportunities will be provided by the staff during the three-day seminar for specific questions and/or clarifications, which may occur individually or collectively.

## Certification

Satisfactory completion of the course ensures that the participant is acquainted with:

- ◇ An understanding of how to develop a HACCP plan.

- ◇ Tools to develop, implement, monitor and verify a HACCP plan.

Participants who complete the course will receive certificate with International HACCP Alliance Seal and will meet USDA requirements.

## Registration

The registration fee is \$325 per person, which includes the cost of the manuals, certificate, materials, lunch and coffee breaks.

**Advance registration is required. Space is limited, so please register early.**

If registered by June 5th, receive discount price \$300. Online registration closes **June 19th**. Registration not guarantee after this date. Cancellations before June 5th, will be refunded in full minus processing fee, provided notification is received in writing or by telephone followed by written notification. A substitute from the original registrant's institution or company may attend the seminar.

## Contact Information on Registration

Celika Murphy  
[cmurphy@agcenter.lsu.edu](mailto:cmurphy@agcenter.lsu.edu)

## Lead instructor

Dr. Evelyn (Gutierrez) Watts  
[EGWatts@agcenter.lsu.edu](mailto:EGWatts@agcenter.lsu.edu)

All class meetings will be held on LSU campus in 212 Efferson Hall.

## CLASS SCHEDULE

### Tuesday

8:00 a.m. Registration  
8:30 a.m. Welcome & Introduction  
9:40 a.m. Overview, purpose and regulatory aspects of HACCP  
9:30 a.m. Prerequisites to HACCP & SSOP's  
10:30 a.m. Regulatory Authority  
11:00 a.m. Preliminary steps  
12:00 p.m. Lunch (Included)

- 1:00 p.m. Preparing to conduct the Hazard Analysis
- 2:30 p.m. Initial tasks in developing HACCP Plans
- 3:30 p.m. Work session: working groups Task A
- 4:30 p.m. Adjourn for the Day

### Wednesday

- 8:00 a.m. Report Task A with working groups
- 8:30 a.m. Principle 1: Conduct Hazard Analysis
- 9:30 a.m. Principle 2: Determine critical control points
- 10:00 a.m. Work session: working groups Task B Principles 1 & 2
- 11:00 a.m. Reports of working groups
- 12:00 p.m. Lunch (included)
- 1:00 p.m. Principle 3: Establish Critical Limits  
Principle 4: Establish Monitoring Procedures  
Principle 5: Corrective Actions
- 2:00 p.m. Work session: working groups Task C Principles 3, 4 & 5
- 2:45 p.m. Report of working groups
- 3:30 p.m. Principle 6: Establish verification procedures
- 4:00 p.m. Principle 7: Establish record-keeping and documentation procedures
- 4:30 p.m. Adjourn for the Day

### Thursday

- 8:00 a.m. Organizing and Managing HACCP Programs & Regulatory Agencies
- 9:00 a.m. Work session: working groups Task D Principles 6 & 7
- 10:30 a.m. Work session: Finalize and Presentation of HACCP plans
- 12:00 p.m. Lunch (on your own)
- 1:00 p.m. Discussion Questions, Workshop summary and evaluation
- 2:00 p.m. Adjourn

### CLASS CANCELEATION

The University reserves the right to cancel or postpone any course activity due to insufficient enrollment or other unforeseen circumstances.

If the short course is cancelled or postponed, the University will refund registration fees, but cannot be held responsible for other costs, charges, or expenses, including cancellation/exchange charges assessed by airlines or travel agencies.

### TRAVEL & ACCOMMODATIONS

Each participant is responsible for his/her own travel arrangements. Please make lodging arrangements directly with the hotel of your choice.

#### Suggested hotels include:

- Staybridge Suites
- Courtyard by Marriott
- La Quinta
- Comfort Suites
- Holiday Inn Select
- Lod Cook Hotel (on campus)

#### The closest airports are:

**Baton Rouge Metropolitan Airport** is approximately 10 miles north of the city. Allow 30-45 minutes for travel time.

**New Orleans International Airport** is approximately 60 miles south of Baton Rouge. Allow two hours for travel time.

LSU AGCENTER  
SCHOOL OF NUTRITION AND FOOD SCIENCES  
297 KNAPP HALL  
110 LSU UNION SQUARE  
BATON ROUGE, LA 70803  
(225)578-5207

# Meat and Poultry HACCP training



LOUISIANA STATE UNIVERSITY  
JEFFERSON HALL  
BATON ROUGE, LA

June 26-28, 2018

Sponsored by:  
**LSU AgCenter**  
School of Nutrition and Food Sciences