CHECK TRACEABILITY OF **FOOD PRODUCT**

This skill set provides the skills to conduct and participate in a mock traceability activity to ensure food safety and quality for consumers.

T.P.S™ CONSULTANCY

Workshop Description

OBJECTIVE

The main objectives of the workshop are to equip participants with the necessary skills and tools to:

1. **Prepare for traceability or recall activity** Receive work instructions for traceability activity, including the reason for the activity, and clarify where required
2. **Work with others to track product details** Track product through ingredient receival, storage, distribution and packaging records
3. **Work with team to identify flaws and improvements** Identify any mislabelling or processing details that are not represented on the product label or specification
4. **Prepare for traceability exercise** Identify regulatory requirements for tracking processed food or beverages
5. **Oversee tracking of product** Track processing of product through batch records and processing records, including any rework or overrun ingredients used
6. **Identify improvements to tracking** Make recommendations to rectify product traceability details to ensure accuracy and efficient recall

GOAL

- Skills and knowledge required to supervise a team, conduct a mock and participate in traceability and product recall activities to track food through all stages of production, processing and distribution.
- Participation in these activities allows for the withdrawal or recall of products that have been identified as unsafe or unsuitable, which includes cross-contact with food allergens and erroneous addition of food allergens.
- Participants will understand, be able to conduct and carry out the tracking system.

AIM

- Track and problem-solve issues that arise with traceability
- Interpret traceability records and ingredient specifications
- Document traceability details of product
- Interpret traceability records and ingredient specifications
- Complete mass balance calculations
- Measure volume or quantity of product

For Further Information

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TOPICS TO BE COVERED

Day 1: prepare for a traceability exercise

- Introduction to food traceability
- Identify regulatory requirements for tracking processed food or beverages
- Identify the product and the system in place to track products
- Explain and communicate the purpose and requirements of a food tracking activity.

Day 2: Work with others to track product

- Map and track product through different stages of a production
- Map and track product through different documented records
- Gather and collate information provided by team members
- Identify and distinguish mislabelling or processing errors
- Recommend any rectification to the tracking system

Day 3: Prepare & participate in a traceability exercise and oversee tracking (part 1)t

- Discuss real time cases published on FSANZ and prepare for a mock activity
- Seek and receive work instructions for traceability activity
- Identify the product to be tracked
- Identify system used to document traceability of products
- Identify the label, specification and/or unique identifier for the product
- Confirm own role and responsibilities in team activity

Day 4: Prepare & participate in a traceability exercise and oversee tracking (part 2)

- Track product through storage, distribution and packaging records
- Track processing of product through batch records and processing records
- Track product ingredients through raw material and ingredient storage records, records of receival of raw
- materials and ingredients, and ingredient specifications
- Present details of product traceability to team and/or supervisor.

Day 5: Work with team to identify flaws and improvements

- Make recommendations according to workplace procedures to rectify product traceability details to
- ensure accuracy and efficient recall.

Act as you Learn,
Learn as you Act