



## Level 4 Award in HACCP for Management Course Fact Sheet

01452 502113  
[www.envesca.co.uk](http://www.envesca.co.uk)

**envesca**

# Level 4 Award in HACCP for Management (CODEX Principles)

---

## Course Aim

The aim of the course is to give you the knowledge needed to develop, implement and evaluate a CODEX-based HACCP food safety management system.

## Who Should Attend

This course is designed for managers who are working within food manufacturing or catering environments, quality assurance staff or members of the HACCP team.

It would also be useful for trainers, auditors, enforcers and other food safety professionals.

## Accredited By

This course is accredited by Highfield Qualifications and sits on the Regulated Qualifications Framework (RQF).

### Course Length

Five days

**This course is also available as a non-accredited option.**

## Delivery Methods

- In-House
- Public via Zoom

## Entry Requirements

It is strongly recommended that candidates already hold a Level 4 Award in Food Safety and/or a Level 3 HACCP qualification.

It is also recommended that candidates have a minimum of Level 2 in Literacy/English or equivalent to undertake this qualification. Candidates should be aged 16 or above.

## The Content

- An overview and background of HACCP.
- Advantages and limitations of HACCP systems.
- Specific legislation relating to HACCP including training requirements.
- The seven principles of HACCP.
- HACCP terminology and definitions
- Development requirements of a HACCP team, including knowledge, experience, training and competence.
- Resources required by the HACCP team.
- Importance of development and maintenance of supporting resources.
- The importance of effective communication to both senior management and the team.
- Different methods of communication
- Methods of implementing the HACCP system within a food business.
- The importance of developing an effective prerequisite programme.
- Validation and verification of a prerequisite programme.
- Product production processes and intended use.
- The process of developing a process flow diagram.
- The development of a HACCP system suitable for a food manufacturing environment.
- Hazard analysis methodology.
- Microbiological, physical, chemical and allergenic hazards.
- Assessing hazards associated with different food processes.
- Internal and external sources of advice.
- Identification of hazards and controls at each step in the process.
- Critical control points, critical limits and corrective actions.
- Methods to determine validated critical and safe limits and parameters commonly used.
- Benefits and use of target levels and tolerances

## The Content

- Examples of critical and safe limits for critical control points throughout a process.
- Development of monitoring systems to include method, frequency and responsibilities.
- Identification of when corrective actions are needed.
- Types of corrective actions.
- Effective record keeping and reporting procedures.
- Verification and review of procedures.
- Requirement for review of HACCP system.
- Documentation and record keeping procedures.

**OFQUAL Accredited** Yes 603/2731/5

**RQF** Yes T/616/6769 (4 Credits)

## The Benefits

By attending the course, you will gain a deep understanding of the comprehensive legal requirements relating to HACCP and food safety.

You will also understand how management commitment, food safety culture, certifications schemes and customer codes of practice impact the HACCP system.

On returning to the workplace, you will have gained new knowledge and have more confidence in your ability to develop, implement and maintain a HACCP system.

## Assessment Method

The qualification is assessed by a written examination externally set and marked by Highfield Qualifications and will take two and a half hours to complete. There are two parts to the exam.

**Part 1** consists of 10 short written questions. **Part 2** consists of two scenarios with follow up questions.

For Zoom courses the examination is conducted online using Highfield's Qualify at Home Remote Invigilation Service.

Candidates will achieve a Pass with a total score of 60 – 69%, a Merit pass with a total of 70-79% and a Distinction pass with a total overall score of 80-100%. Successful completion will result in a Highfield Level 4 Award in HACCP for Management (CODEX Principles) certificate.

## What Is Included

- Training in a friendly and relaxed learning environment
- Envesca's proven track record of fantastic results
- Knowledge and guidance from experienced time-served trainers
- Course materials
- All examination fees plus certification costs
- The protection of Envesca's genuine "no risk" guarantee
- Excellent after care from a supportive team

## Suggested Progression

On successful completion of this qualification, candidates may wish to continue their development by undertaking the following qualification:

- Food Science Degree Course

## Our Promise

**"To make every Envesca Experience Outstanding"**

## Our Range of Services



Management



CIEH eLearning



Early Bird Discount



Social Care



First Aid



Customer Service



Food Safety



Health & Safety



Group Discount



Fire Safety



Environmental



Train the Trainer

Training - Consulting - Supporting