



**COURSE
CATALOGUE**
DECEMBER 2024



brcgs.com

Contents

	Global Standard Food Safety Issue 9	3
	Global Standard Food Safety Issue 9: Auditor Training	3
	Global Standard Food Safety Issue 9: Sites Training	4
	Global Standard Food Safety Issue 9: Lead Auditor Training	5
	Global Standard Plant-Based Issue 1	6
	Global Standard Plant-Based Issue 1: Auditor Training (e-Learning)	6
	Global Standard Plant-Based Issue 1: Site Training (e-Learning)	7
	Global Standard Packaging Materials Issue 6	8
	Global Standard Packaging Materials Issue 6: Auditor Training	8
	Global Standard Packaging Materials Issue 6: Site Training	9
	Global Standard Packaging Materials Issue 7	10
	Global Standard Packaging Materials Issue 7: Auditor Training	10
	Global Standard Packaging Materials Issue 7: Auditor Conversion Training	11
	Global Standard Packaging Materials Issue 7: Sites Training	12
	Global Standard Packaging Materials Issue 7: Sites Conversion Training	13
	Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1	16
	Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1: Auditor Training	14
	Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1: Sites Training	15
	Global Standard Storage and Distribution Issue 4	16
	Global Standard Storage and Distribution Issue 4: Auditor Training	16
	Global Standard Storage and Distribution Issue 4: Sites Training	17
	Global Standard Consumer Products Issue 4	18
	Global Standard Consumer Products Issue 4: Lead Auditor	18
	Global Standard Consumer Products Issue 4: Auditor Training	19
	Global Standard Consumer Products Issue 4: Understanding the Requirements	19
	Global Standard Agents and Brokers Issue 3	20
	Global Standard Agents & Brokers Issue 3: Auditor Training	20
	Global Standard Agents & Brokers Issue 3: Sites Training	21



Global Standard Retail Issue 1

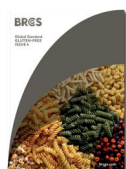
22

Global Standard Retail Issue 1: Auditor Training

22

Global Standard Retail Issue 1: Understanding the Requirements

23



Global Standard Gluten-Free Issue 4

24

Global Standard Gluten-Free Issue 4: Auditor Training

24

Global Standard Gluten-Free Issue 4: Sites Training

25

Product Safety Management Courses

26

Hazard Analysis and Critical Control Points (HACCP)

26

Hazard Analysis and Risk-Based Preventive Controls (HARPC)

27

Hazard Analysis and Risk Assessment (HARA)

28

Internal Auditor

29

Root Cause Analysis

29

Risk Assessment

30

Validation and Verification

30

Vulnerability Assessment for Food Fraud

31

Environmental Monitoring

31

An Approach to Product Safety Culture

32

Leadership Development Courses

33

Influential Conversations

33

Communication Mastery

33

BRCGS Professional

34

How to qualify

34

Global Standard Food Safety Issue 9

Understand the background and benefits of Global Standard Food Safety.

Publish date: August 2022

Implementation date: February 2023

Courses include

- Global Standard Food Safety Issue 9: Auditor Training.
- Global Standard Food Safety Issue 9: Sites Training.
- Global Standard Food Safety Issue 9: Lead Auditor Training.

Note: Participants should have read a copy of Global Standard Food Safety Issue 9 before attending any related course.

Global Standard Food Safety Issue 9: Auditor Training

Duration: 3 days.

Who should attend: Compliance/Technical Managers and personnel, Quality Managers and personnel, Operations Managers, Internal audit personnel, Certification body scheme managers, Importers and exporters of food products, Foodservice staff, Site staff wishing to gain auditing skills and a deeper understanding of the Standard. Those interested in becoming a BRCGS Auditor (who already hold a Lead Assessor qualification), Industry Consultants.

Assessment: 50 Question Exam. Pass Mark 75%.

Course summary: This course enables participants to develop a full understanding of the general principles of the requirements of the Standard and gain competency to assess compliance to the requirements of the Standard, including fundamental clauses, statements of intent, how to undertake a BRCGS audit, planning of the audit and reporting of the audit.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how auditors will audit against the Standard. Participants must have a working knowledge of quality management systems and auditing within the relevant manufacturing sector, and have completed a hazard analysis and critical control points (HACCP) course of at least two days' duration.

Course Format: This course is developed in modules and formatted for virtual or face to face learning. This blended approach reinforces understanding with individual and group activities including case study exercises and a post course assessment.

Key learning objectives

- Explain the requirements of the Standard.
- Assess compliance to the requirements of the Standard and explain how compliance can be demonstrated to maintain food safety, quality, legality, and authenticity.
- Describe the scope of companies and products covered by the Standard.
- Describe steps to conduct a BRCGS audit including the preparation, planning, and reporting of the audit.
- Utilise and explain resource tools available for compliance and beneficial support from BRCGS.



Global Standard Food Safety Issue 9: Sites Training

Duration: 2 days.

Who should attend: Technical Managers and personnel (including those from retailing and manufacturing), Quality Managers and personnel, Operations Managers, Internal audit personnel, Importers and exporters of food products, Foodservice staff, Industry Consultants.

Assessment: 25 Question Exam. Pass Mark 60%.

Course summary: This course enables participants to develop a full understanding of the general principles of the requirements of the Standard. It is designed to equip delegates with the knowledge of how to successfully implement the requirements of the Standard on site. Participants will discuss activities which develop a culture to maintain compliance and learn what to expect during the process of certification, including actions needed prior to, during and after the audit.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how sites will implement the Standard.

In preparation for the course, participants must read and review a copy of the Standard including the glossary, which is available as a free download from the BRCGS Store, in addition to the pre-course materials provided. It is advised participants must have working knowledge of HACCP.

Key learning objectives

- Explain what is required to comply with the requirements of the Standard.
- Describe the scope of companies and products covered by the Standard.
- Describe what to expect from your BRCGS audit.
- Prepare for an audit to the Standard.
- Apply resource tools available for compliance and support from BRCGS.



Global Standard Food Safety Issue 9: Lead Auditor Training

Duration: 5 days.

Who should attend: Those interested in becoming a BRCGS Auditor and do not hold a Lead Assessor qualification, Technical Managers and personnel (including those from retailing and manufacturing), Quality Managers and personnel, Operations Managers, Internal audit personnel, Retailers, Importers and exporters of food products, Foodservice staff, Industry Consultants.

Assessment: 50 Question Exam. Pass Mark 75%.

Course summary: This course enables participants with an in-depth understanding of the Standard in terms of the protocol, requirements and how to audit effectively. Participants will gain competency to assess compliance to the requirements of the Standard, including fundamental clauses, statements of intent, how to undertake a BRCGS audit, planning of the audit and reporting of the audit. Auditing fundamentals and techniques will be discussed including the auditor competency skills required of Global Food Safety Initiative (GFSI) scheme auditors.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how auditors with audit against the Standard. Participants must have a working knowledge of quality management systems and auditing within the relevant manufacturing sector, and have completed a hazard analysis and critical control points (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 training must be arranged with a BRCGS-approved certification body.

Course Format: This course is developed in modules and formatted for virtual or face to face learning. This blended approach reinforces understanding with individual and group activities including case study exercises and a post course assessment.

Key learning objectives

- Explain the steps to managing an audit programme.
- Describe auditing fundamentals and techniques.
- Assess compliance to the requirements of the Standard and explain how compliance can be demonstrated to maintain food safety, quality, legality, and authenticity.
- Describe the scope of companies and products covered by the Standard.
- Describe steps to conduct a BRCGS audit including the preparation, planning, and reporting of the audit.
- Utilise and explain resource tools available for compliance and beneficial support from BRCGS.



Global Standard Plant-Based Issue 1

Understand the background and benefits of Global Standard Plant-Based

Publish date: January 2020

Implementation date: January 2020

Courses include

- Global Standard for Plant-Based Issue 1: Auditor Training (eLearning).
- Global Standard for Plant-Based Issue 1: Site Training (eLearning).

Note: *Participants should have read a copy of Global Standard Plant-Based Issue 1 before attending any related course.

Global Standard Plant-Based Issue 1: Auditor Training

Duration: Elearning - 4-6 hours / Classroom – 1 day.

Who should attend: Auditors with a minimum of 2 years' experience in auditing food safety/quality systems.

Auditors must have a working knowledge of quality assurance or food safety systems within manufacturing, retailing, inspection, or enforcement. Auditors must have passed a registered Management System Lead Assessor Course or the BRCGS Third Party Auditor course.

Auditors must also have completed a hazard analysis and critical control points (HACCP) course of at least two days' duration.

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

Course summary: This training course has been designed for auditors to help gain an appreciation of plant-based product integrity, understand the requirements of the Plant-Based Global Standard and to provide guidance on auditing a Plant-Based Management System.

Training for Issue 1 is now available and is a mandatory requirement for all Plant-Based Global Standard auditors.

Key learning objectives

- Identify key objective evidence required to determine compliance with the Plant-Based 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 management of plant-based products.
- List the individual components that make up the Plant-Based Global Standard.
- Identify different controls that must be implemented as part of a plant-based management system.



Global Standard Plant-Based Issue 1: Sites Training

Duration: Elearning - 4-6 hours / Classroom – 1 day.

Who should attend: Senior managers, quality managers, technical managers, production and operations managers of sites who have implemented, or plan to implement the Plant-Based Global Standard Issue 1.

Assessment: 25 question exam; Pass mark 60%.

Course summary: This training course has been designed for Plant-Based Global Standard customers to help gain an appreciation of plant-based product integrity, understand the requirements of the Plant-Based Global Standard and to provide guidance on implementing a preventative, risk-based Plant-Based Management System.

This training will also explain the process that a site will need to follow in order to become a Plant-Based certified site.

Key learning objectives

To provide an understanding of:

- Describe the process for obtaining certification to the Plant-Based Global Standard.
- Understand the protocol for audits to the Standard.
- Understand the requirements of the Plant-Based Global Standard.
- Identify the importance of identifying materials of animal origin and demonstrate an understanding of plant-based product manufacture.
- Explain the concept of cross contact and the potential for cross contact in a food production process.
- Outline key requirements relating to plant-based product management.
- Identify different controls that must be implemented as part of a plant-based management system.
- Outline the importance of prerequisite programs in safeguarding a plant-based site.

Global Standard Packaging Materials Issue 6

Understand the background and benefits of Global Standard Packaging Materials

Publish date: August 2019

Implementation date: February 2020

Courses include

- Global Standard Packaging Materials Issue 6: Auditor Training.
- Global Standard Packaging Materials Issue 6: Sites Training.

Note: Participants should have read a copy of Global Standard Packaging Materials Issue 6 before attending any related course.

Global Standard 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 participants 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.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how sites will implement the Standard and how auditors will audit against the Standard.

In preparation for the course, participants must read and review a copy of the Standard including the Appendices and Glossary, which is available as a free download from the BRCGS Store, in addition to the pre-course materials provided.

At the end of the course, participants will be assessed with an exam.

This course is aimed at:

- New BRCGS Standards auditors who already hold a Lead Assessor qualification.
- Consultants.
- 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.
- Understand the protocol for audits to the Standard.



Global Standard 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 participants to gain a full understanding of the requirements of Issue 7, including the objectives of fundamental clauses and statements of intent. Participants will learn how audits against the Standard operate including preparation, the audit, non-conformities, corrective actions, root cause analysis and certificate issue.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how sites will implement the Standard and how auditors will audit against the Standard.

In preparation for the course, participants must read and review a copy of the Standard including the Appendices and Glossary, which is available as a free download from the BRCGS Store, in addition to the pre-course materials provided.

At the end of the course, participants will be assessed with an exam.

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.



Global Standard Packaging Materials Issue 7

Understand the background and benefits of Global Standard Packaging Materials

Publish date: October 2024

Implementation date: April 2025

Courses include

- Global Standard Packaging Materials Issue 7: Auditor Training.
- Global Standard Packaging Materials Issue 7: Auditor Conversion Training.
- Global Standard Packaging Materials Issue 7: Sites Training.
- Global Standard Packaging Materials Issue 7: Sites Conversion Training.

Note: Participants should have read a copy of Global Standard Packaging Materials Issue 7 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 Packaging Materials Issue 7: Auditor Training

Duration: 3 Days.

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

Course summary: This course has been designed to enable participants 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.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how sites will implement the Standard and how auditors will audit against the Standard.

In preparation for the course, participants must read and review a copy of the Standard including the Appendices and Glossary, which is available as a free download from the BRCGS Store, in addition to the pre-course materials provided.

At the end of the course, participants will be assessed with an exam.

This course is aimed at:

- Compliance, Technical and Quality Managers and personnel.
- Internal audit personnel.
- Certification body scheme managers.
- Site staff wishing to gain auditing skills and a deeper understanding of the Standard.
- Those interested in becoming a BRCGS Auditor (who already hold an industry Recognised Lead Assessor qualification).
- Industry Consultants.
- Operations managers.
- BRCGS Professionals.
- Importers and exporters of food products, of packaging products for use in food and beverage, feed, hygiene sensitive products and non- food packaging.

Key learning objectives

At the end of the course participants will be able to:

- Explain the requirements of the Standard.
- Assess compliance to the requirements of the Standard and explain how compliance can be demonstrated to maintain product safety, legality and quality.
- Describe the scope of companies and products covered by the Standard.
- Describe steps to conduct a BRCGS audit including the preparation, planning, and reporting of the audit.
- Utilise and explain resource tools available for compliance and beneficial support from BRCGS.



Global Standard Packaging Materials Issue 7: Auditor Conversion Training

Duration: 2 Days.

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

Course summary: This course will provide auditors who have audited against Issue 6 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..

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how sites will implement the Standard and how auditors will audit against the Standard.

In preparation for the course, participants must read and review a copy of the Standard including the Appendices and Glossary, which is available as a free download from the BRCGS Store, in addition to the pre-course materials provided.

At the end of the course, participants will be assessed with an exam.

This course is aimed at:

- Current BRCGS Auditors for Global Standard Packaging Materials Issue 6.
- Compliance, Technical and Quality Managers and personnel.
- Operations Managers.
- Internal audit personnel.
- Certification body scheme managers.
- Site staff wishing to gain auditing skills and a deeper understanding of the Standard.
- Those interested in becoming a BRCGS Auditor (who already hold an industry recognised Lead Assessor qualification).
- BRCGS Professionals.

Key learning objectives

At the end of the course participants will be able to:

- Explain the requirements of the Standard.
- Identify and explain the changes to the Standard from Issue 6.
- Assess compliance to the requirements of the Standard and explain how compliance can be demonstrated to maintain product safety, legality and quality.
- Describe the scope of companies and products covered by the Standard.
- Describe steps to conduct a BRCGS audit including the preparation, planning, and reporting of the audit.
- Explain resource tools available for compliance and support from BRCGS.



Global Standard Packaging Materials Issue 7: Sites Training

Duration: 2 Days.

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

Course summary: This course has been designed to enable participants to gain a full understanding of the requirements of Issue 7, including the objectives of fundamental clauses and statements of intent. Participants will learn how audits against the Standard operate including preparation, the audit, non-conformities, corrective actions, root cause analysis and certificate issue.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how sites will implement the Standard and how auditors will audit against the Standard.

In preparation for the course, participants must read and review a copy of the Standard including the Appendices and Glossary, which is available as a free download from the BRCGS Store, in addition to the pre-course materials provided.

At the end of the course, participants will be assessed with an exam.

This course is aimed at:

- Manufacturers
- Technical and Quality Managers.
- Product Development - printers and artwork providers, packaging technologists.
- BRCGS Professionals.
- Operations Managers.
- Internal audit personnel.

Key learning objectives

At the end of the course participants 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 planning the audit.
- Understand what it is to have an audit, non-conformities and corrective actions.
- Respond to corrective actions in a timely manner, including root cause analysis.
- Report issues and use BRCGS resources.
- Understand the BRCGS Certification Integrity programme.



Global Standard Packaging Materials Issue 7: Sites Conversion Training

Duration: 1 Day.

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

Course summary: This course will provide participants 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.

Participants will understand the requirements of Issue 7 to support in their audit preparation, the audit, non-conformities, corrective actions, root cause analysis and certificate issue.

Active learning will be used throughout the course utilising case study-based activities to encourage critical thinking and help explain how sites will implement the Standard and how auditors will audit against the Standard.

In preparation for the course, participants must read and review a copy of the Standard including the Appendices and Glossary, which is available as a free download from the BRCGS Store, in addition to the pre-course materials provided. It is advised that participants have a working knowledge of the Global Standard Packaging Materials Issue 6.

At the end of the course, participants will be assessed with an exam.

This course is aimed at:

- Manufacturers.
- Technical and Quality Managers.
- Product Development - printers and artwork providers, packaging technologists.
- BRCGS Professionals.

Key learning objectives

At the end of the course participants will be able to:

- Explain what is required to comply with the requirements of the Standard.
- Identify and explain the changes to the Standard from Issue 6.
- Describe the scope of companies and products covered by the Standard.
- Describe what to expect from a BRCGS audit.
- Prepare for an audit to the Standard.
- Apply resource tools available for compliance and support from BRCGS.



Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1

Publish date: August 2020

Implementation date: February 2021

Courses include

- Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1: Auditor Training.
- Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1: Sites Training.

Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1: Auditor Training

Duration: 3 days.

Who Should Attend: Qualified and experienced Social Auditors. To audit the Global Standard for Ethical Trade and Responsible Sourcing, you must be an existing social auditor already conducting ethical audits for an approved delivery partner to a recognized methodology or standard (e.g. SMETA, SA8000, BSCI Amfori etc). For more information, please refer to our Auditor Competencies (ET206) to get a full understanding of the knowledge, skills and experience required.

Assessment: 50 question exam; Pass mark 75%.

Course summary: This course is designed to teach the key principles of the Standard, its requirements and audit protocol. Participants will be trained on the BRCGS audit methodology used to conduct ETRS audits, whether they are Initial Certification, Surveillance or Recertification, including planning, delivery and reporting. After successful completion of the auditor training exam, participants will also need to complete the ETRS risk assessment webinar modules and 20 question assessment; pass mark 75%.

Participants should download and read a copy of Global Standard Ethical Trade & Responsible Sourcing Issue 2.1 before attending this course. The Standard is available from brcgsbookshop.com.

Key learning objectives:

- Understand the background of the Standard.
- 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.
- Correctly interpret and audit the requirements of the Standard.
- Initiate closing the audit, including next steps and the requirements / deadlines for the submission of corrective/preventative actions.
- Understand and apply the BRCGS audit methodology, including how to write the report.
- Be able to conduct an ETRS risk assessment.



Global Standard Ethical Trade & Responsible Sourcing (ETRS) Issue 2.1: Sites Training

Duration: 2 days.

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, welfare or human rights.

Assessment: 25 question exam; Pass mark 60%.

Course summary: This training course has been designed to provide sites with an in-depth understanding of the interpretation of the requirements of the Global Standard Ethical Trade & Responsible Sourcing. On completion, participants will know what specific components are required for an effective ETRS management system.

Participants should download and read a copy of Global Standard Ethical Trade & Responsible Sourcing Issue 2.1 before attending this course. The Standard is available from brcgsbookshop.com.

Key learning objectives:

- Understand the background and key principles of the Standard.
- Review how to plan for an audit, including the determination of its scope.
- Understand how to interpret the requirements of the Standard and how they should inform a site's ETRS management system.
- Overview of the audit methodology used by BRCGS auditors to establish a site's conformity with the Standard's requirements. For example, through the documentation review, site tour, management and worker interviews.
- Understand what to do following audit, including the requirements for corrective / preventative actions, root cause analysis and the timelines for the submission of evidence.
- How to report issues and use BRCGS resources.
- Understand the purpose of the BRCGS compliance programme.



Global Standard Storage and Distribution Issue 4

Publish date: November 2020

Implementation date: May 2021

Courses include

- Global Standard Storage and Distribution Issue 4: Auditor Training.
- Global Standard Storage and Distribution Issue 4: Sites Training.

Note: Participants should have read a copy of Global Standard Storage & Distribution Issue 4 before attending any related course.

Global Standard Storage and Distribution Issue 4: 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 Global Standards audit process.

Assessment: 50 question exam; Pass mark 75%.

Course Summary: The intention of the course is to enable participants 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.

Course Format: This course is developed in modules and formatted for virtual or face to face learning. This blended approach reinforces understanding with individual and group activities including case study exercises and a post course assessment.

Key learning objectives

At the end of the course, participants 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.
- Complete the BRCGS audit and write the audit report.
- Utilise and understand the benefits of the BRCGS resources.



Global Standard for Storage and Distribution Issue 4: Sites Training

Duration: 2 Days.

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

Assessment: 25 question exam; Pass mark 60%.

Course Summary: The intention of the course is to enable participants to gain a full understanding of the general principles of the Standard, and how to comply with the requirements. Participants will also gain an understanding of what to expect during the process of certification, and actions needed prior to, during and after the audit.

Course Format: This course is developed in modules and formatted for virtual or face to face learning. This blended approach reinforces understanding with individual and group activities including case study exercises and a post course assessment.

Key learning objectives

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

- Identify the aims of the BRCGS scheme.
- Explain how to meet the requirements of the Standard.
- Describe what to expect from your BRCGS audit.
- Utilise and understand the benefits of the BRCGS resources.



Global Standard Consumer Products Issue 4

Understand the background and benefits of Global Standard Consumer Products

Publish date: November 2016

Implementation date: April 2017

Courses include

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

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

Global Standard 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 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, participants will be able to:

- Understand the detailed requirements and audit protocol of Global Standard 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.

**BOOK
NOW**

Global Standard 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 participants with an in-depth understanding of both Global Standards 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 participants with the skills and knowledge to successfully audit against Issue 4 of the Standard.

Key learning objectives

At the end of the course, participants 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 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 of the 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, participants 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 Agents and Brokers Issue 3

Understand the background and benefits of Global Standard Agents and Brokers

Publish date: October 2021

Implementation date: April 2022

Courses include

- Global Standard Agents & Brokers Issue 3: Auditor Training.
- Global Standard Agents & Brokers Issue 3: Sites Training.

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

Global Standard Agents & Brokers Issue 3: Auditor Training

Duration: 1 Day.

Who should attend: Technical Managers and personnel, Quality Managers and personnel and those interested in becoming a BRCGS Auditor.

Assessment: 50 Question Exam. Pass Mark 75%.

Course summary: To ensure that prospective auditors of and company personnel using the BRCGS Global Standard for Agents and Brokers Issue 3 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.

Course Format: This course is developed in modules and formatted for virtual or face to face learning. This blended approach reinforces understanding with individual and group activities including case study exercises and a post course assessment.

Key learning objectives:

- List the aims of the BRCGS scheme.
- 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.
- Understand the protocol for audits to the Standard.



Global Standard for Agents & Brokers Issue 3: Sites Training

Duration: 1 Day.

Who should attend: Retailers, Technical Managers and personnel, Quality Managers and personnel, Importers and exporters of food products and foodservice staff.

Assessment: 25 question exam; Pass mark 60%.

Course summary: This course is designed for agents and/or brokers, and those trading with them, to understand the scope and requirements of the standard, the audit protocol and certification process. The course is led by an experienced tutor, who will guide you through practical exercises to consolidate your learning.

Course Format: This course is developed in modules and formatted for virtual or face to face learning. This blended approach reinforces understanding with individual and group activities including case study exercises and a post course assessment.

Key learning objectives:

- Know the scope of the Standard requirements, understand which companies may be certificated to the standard, and what products are applicable.
- Understand the format and structure of the requirements of the Standard.
- Be able to identify what is needed to comply with each requirement.
- Know how to prepare for an audit to the Standard.
- Be aware of the scope and duration of an audit.
- Understand the procedure for closing out corrective actions on non-conformities.
- Be familiar with how an audit will be reported and how companies will be certificated.

**BOOK
NOW**

Global Standard Retail Issue 1

Understand the background and benefits of Global Standard 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: Participants should have read a copy of Global Standard Retail Issue 1 before attending any related course.

Global Standard 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 participants who wish to audit Issue 1 of Global Standard 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.
- Know how to access BRCGS support and resources including Participate and the Directory.

**BOOK
NOW**

Global Standard 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 participants who wish to implement Global Standard 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, participants 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.
- Change bullet point to 'Know how to access BRCGS support and resources including Participate and the Directory.

Global Standard Gluten-Free: Issue 4

Understand the background and benefits of Global Standard Gluten-Free

Publish date: February 2024

Implementation date: August 2024

Courses include

- Global Standard Gluten-Free Certification Program Issue 4: Auditor Training.
- Global Standard Gluten-Free Certification Program Issue 4: Sites Training.

Global Standard Gluten-Free Issue 4: Auditor Training

Duration: Elearning - 4-6 hours / Classroom – 1 day.

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 75%.

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 Global Standard Gluten-Free requirements and to provide guidance on auditing a Gluten-Free Management System.

Training is now available and is a mandatory requirement for all certified auditors.

Key learning objectives

- Identify key objective evidence required to determine compliance with the Global Standard Gluten-Free.
- 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 Global Standard Gluten-Free.
- Identify different gluten controls that must be implemented as part of a gluten-free management system.



Global Standard Gluten-Free Issue 4: Sites Training

Duration: Elearning - 4-6 hours / Classroom – 1 day.

Who should attend: Senior managers, quality managers, technical managers, production and operations managers of sites who have implemented, or plan to implement, Global Standard Gluten-Free Issue 4.

Assessment: 25 question exam; Pass mark 60%.

Course summary: This training course has been designed for new or existing gluten-free customers to help gain an appreciation of celiac disease and non-celiac gluten sensitivity, understand the Global Standard Gluten-Free requirements 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 Global Standard Gluten-Free.
- Understand the protocol for audits to the Standard.



Product Safety Management Courses

The BRCGS Product Safety Management courses include:

- Environmental Monitoring.
- Hazard Analysis and Critical Control Points (HACCP).
- Hazard Analysis and Risk-based Preventive Controls (HARPC).
- Hazard Analysis and Risk Assessment (HARA).
- Internal Auditor.
- Risk Assessment.
- Root Cause Analysis.
- Validation and Verification.
- Vulnerability Assessment for Food Fraud.
- An Approach to Product Safety Management.

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, participants 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.

BOOK
NOW

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 Global Standard 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, participants will be able to:

- Describe how the BRCGS Global Standard 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.

Hazard Analysis and Risk Assessment (HARA)

Duration: 2 Days.

Who Should Attend: Personnel from Packaging Materials, Consumer Products manufacturers, Storage & Distribution and Agents & Brokers, 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 a hazard analysis and risk assessment analysis plan, which meets the requirements of the Global Standard; New auditors for the Global Standard for Packaging Materials, Consumer Products, Storage and Distribution &/or Agents & Brokers who have not undertaken a hazard analysis and critical control points (HACCP) course; Refresher course for those returning into auditing.

Course Summary: By attending this two-day course participants will gain the essential knowledge of the hazard analysis and risk assessment principles using exercises and activities to demonstrate the preparatory stages to the development of a HARA plan. To successfully complete the course, participants will need to complete an exam to assess their understanding and application of the learning outcomes. This course is part of the BRCGS Professional recognition programme.

Key learning objectives

- Discuss the principles of Hazard Analysis and Risk Assessment (HARA).
- Explain the key stages in the development of a HARA plan.
- Describe the role of Prerequisite programmes (PRPs).
- Verify and validate the critical control points.
- Explain the benefits of a structured HARA plan.

BOOK
NOW

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 participants 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, participants 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 participants 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, participants 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.

**BOOK
NOW**

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 participants 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, participants will be able to:

- Understand risk assessment terminology.
- Choose and use different risk assessment models for processes onsite.
- Understand what BRCGS expects from a thorough risk assessment.

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 participants 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, participants 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.

**BOOK
NOW**

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 participants industry sector.

It will enable participants 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, participants 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 participants 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 Food Safety Issue 9 requirements and industry best practices.

Key learning objectives

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

- Understand Issue 9 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 9 requirements and industry best practices.

An Approach to Product Safety Culture

Duration: 1 Day.

Who should attend: Consultants/Auditors/Technical/HR/Senior Management who lead on culture, Operational, Technical & Quality staff, BRCGS & Industry Professionals or anyone involved in implementing and maintaining Product Safety Culture.

Assessment: Workplace assignment; pass mark 75%.

Course summary: An Approach to Product Safety Culture is an industry focused course, considering organisational culture, leadership and behavioural concepts; inclusive of and generic to all BRCGS Global Standards, in addition to the global market for application to any manufacturing facility - regardless of business size or whether sites have a product scope of food or non-food related goods/ services. By attending this 1-day course participants will gain the fundamental understanding of the importance of a positive product safety culture at a site and the important role played by senior management leadership, understand the impact of attitudes and behaviour on product safety culture and demonstrate preparatory steps in developing a Product Safety Culture Plan, including how to engage staff and encourage their involvement.

Key learning objectives

- Describe the concept of Product Safety Culture and why a positive culture is important to ensuring product safety and integrity.
- Identify what the standards require, and the function of Product Safety Culture Plan within a QMS.
- Recognize the link between behaviour, Product Safety Culture and how it underpins product safety assurance.
- Discuss how to measure an organisation's Product Safety Culture through the use of tools and techniques.
- Develop a sustainable Product Safety Culture action plan and how to engage staff to support it.

Leadership Development Courses

Influential Conversations

Duration: 1 Day.

Course summary: In this workshop participants will learn how to tactically explore stakeholders' perspectives and how to use this insight to shape and influence their understanding of the solution and its value. The workshop format of this course allows participants the opportunity to practice turning these insights into a compelling and persuasive conversation.

This course is aimed at:

- BRCGS Professionals.
- Team Leaders.
- Site Managers.
- Auditors.
- Anyone holding any type of leadership/management role in the industry.

Key learning objectives

By the end of the course, participants will be able to:

- Explore their stakeholder's perspective to plan a tailored influencing approach.
- Deploy skilful questions that challenge perspectives.
- Listen carefully to responses in conversations to build a persuasive case.
- Understand how to link the benefits of the solution with stakeholder needs.
- Win support for their ideas.

Communication Mastery

Duration: 1 Day.

Course summary: In this workshop, participants will be introduced to proven communication theories and models. They will explore new techniques to establish cooperative relationships and communicate with a diverse range of audiences. During the course, participants will create a personal communication plan that can be applied immediately to noticeably improve communication style on return to work.

This course is aimed at:

- BRCGS Professionals.
- Team Leaders.
- Site Managers.
- Auditors.
- Anyone holding any type of leadership/management role in the industry.

Key learning objectives

By the end of the course, participants will be able to:

- Understand the importance of generating clear communications.
- Choose the right channel of communication for the right audience.
- Use transparent communication to establish trust with colleagues and clients.
- Know how to employ collaborative communication instead of competitive.
- Communicate with different audiences, efficiently and effectively.
- Create communication strategies and improvement plans.

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. Enrolment is free of charge for anyone working at a BRCGS certificated site and there is no limit to the amount of people that can join. 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

Participants 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 instructor-led).
- Hazard and risk management course (2 days instructor-led).
- Hazard Analysis and Risk-based Preventive Controls (HARPC) (2 days instructor-led).
- FSPCA PCQI course (2.5 days instructor-led).

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.



BRCGS
LGC - Floor 2
80 Victoria Street
London SW1E 5JL

T: +44 (0)20 3931 8150
E: brcgs.enquiries@lgcgroup.com
W: brcgs.com