

**“Organisation and implementation of training activities on food hygiene and the flexibility provisions provided in the food hygiene package”**

**Chafea/2017/BTSF/02**

**under the “Better Training for safer Food” Initiative**

**1. Course objectives**

**General objective**

The training will aim at raising awareness and at improving the understanding of the flexibility provisions within the competent authorities of the Member States.

**Specific objectives**

- Raise awareness and improve understanding of flexibility provisions of the Hygiene Package;
- Highlight how flexibility provisions are not always used completely and not in the proper manner;
- Promote exchange of experience in order to increase the level of expertise and harmonization in the approach to flexibility;
- Ensure a better use of flexibility provisions;
- Disseminate best practices for official controls when flexibility is applied;
- Raise awareness on notification procedures and importance of their adoption.

The training will be addressed both to officials from Competent Authorities involved in planning and control activities and field inspectors involved in control activities on food hygiene.

## 2. Selection criteria for participants

- Participant must:
1. Meet the minimum requirements
  2. Be selected using the evaluation criteria

The proposal of OPERA will aim at raising awareness and at improving the understanding of the flexibility provisions within officials from Competent Authorities involved in planning of control activities and/or field inspectors involved in control activities on food hygiene of the Member States. To ensure a properly targeted selection of participants, relevant selection criteria are enclosed here below.

1. Minimum requirements	Yes/No
Participant must: <ul style="list-style-type: none"> <li>• Have minimum 3 years of professional experience in official control on food safety</li> <li>• Have experience in organising or executing inspections and official controls</li> </ul>	Yes/No

The evaluation criteria should be used as a tool to prioritise participation (higher score indicates higher priority), but there is no minimum score necessary.

2. Evaluation criteria		Enter Score
a)	Professional experience of more than 3 years in official control on food safety <i>Scoring</i> <i>less than 3 years = 0 points; ≥ 3 years = 2 points; 5 - 10 years = 3 points; &gt; 10 years = 5 points</i>	5
b)	Experience as field staff involved in day-to-day official controls of food establishments benefitting from flexibility measures <i>Scoring</i> <i>no experience = 0 points; &lt; 2 years = 2 points; 2-5 years = 3 points; &gt; 5 years = 5 points</i>	5
c)	Experience in auditing food establishments <i>Scoring</i> <i>no experience = 0 points; ≥ 3 years = 2 points; 5 - 10 years = 3 points; &gt; 10 years = 5 points</i>	5
d)	Contribution towards drafting on guidelines, national laws and/or derogations notified to the Commission pursuant to Hygiene Package flexibility provisions. <i>Scoring</i> <i>no experience = 0 points; ≥ 3 years = 4 points; 5 - 10 years = 8 points; &gt; 10 years = 10 points</i>	10
e)	Experience in preparing control plan for food hygiene controls where flexibility provisions are applied <i>Scoring</i> <i>no experience = 0 points; ≥ 3 years = 4 points; 5 - 10 years = 8 points; &gt; 10 years = 10 points</i>	10
f)	Evaluation of GHP/HACCP manuals for producers where flexibility provisions are adopted	10

	<u>Scoring</u> <i>no experience = 0 points; ≥ 3 years = 4 points; 5 - 10 years = 8 points; &gt; 10 years = 10 points</i>	
g)	Experience in training of field inspectors on food safety and official controls  <u>Scoring</u> <i>no experience = 0 points; &lt; 2 years = 2 points; 2-5 years = 3 points; &gt; 5 years = 5 points</i>	5
<b>Maximum total score</b>		<b>50</b>

### 3. Country allocations

A total of 90 seats will be allocated according to the tables below. Please note that the number of allocated seats for each country may be subject to variation.

**Table 1: Suggested allocation for EU Member States and Candidate Countries**

	Country	N° places	TURIN (IT)	TURIN (IT)/ VISEU (PT)*	VISEU (PT)
			20-24 September 2021	18-22 October 2021	29 November – 3 December 2021
<b>Member States</b>	Austria	3	1	1	1
	Belgium	3	1	1	1
	Bulgaria	3	1	1	1
	Croatia	3	1	1	1
	Cyprus	3	1	1	1
	Czech Republic	3	1	1	1
	Denmark	3	1	1	1
	Estonia	1		1	
	Finland	2	1	1	
	France	3	1	1	1
	Germany	3	1	1	1
	Greece	3	1	1	1
	Hungary	4	2	1	1
	Ireland	3	1	1	1
	Italy	5	2	1	2
	Latvia	3	1	1	1
	Lithuania	1		1	
	Luxembourg	1		1	
	Malta	2	1		1
	Netherlands	3	1	1	1
	Poland	3	1	1	1
	Portugal	4	1	1	2
	Romania	3	1	1	1
	Slovakia	1	1		
Slovenia	2	1		1	
Spain	4	1	1	2	
Sweden	3	1	1	1	
	<b>Total Member States</b>				<b>75</b>
	Albania				

<b>Candidate Countries</b>	North Macedonia	3	1	1	1
	Montenegro				
	Serbia	3	1	1	1
	Turkey				
	<b>Total Candidate Countries</b>				<b>6</b>
<b>Global participation EU Member States and Candidate Countries</b>					<b>81</b>

**Table 2: Suggested allocation for other non-EU Countries**

	Country	N° places	TURIN (IT)	TURIN (IT) / VISEU (PT)*	VISEU (PT)
<b>EFTA/EEA/ countries with special agreement</b>			20-24 September 2021	18-22 October 2021	29 November – 3 December 2021
	Iceland	1		1	
	Norway	2	1	1	
	Switzerland	2		1	1
	Liechtenstein				
	UK (northern Ireland)	3	1	1	1
	<b>Total EFTA/EEA/countries with special agreements</b>				<b>8</b>
<b>Potential Candidate Countries</b>	Bosnia and Herzegovina	1			1
	Kosovo				
	<b>Total Potential candidate countries, Eastern Partnership and Southern Neighbourhood countries</b>				<b>1</b>
<b>Global participation other non-EU Countries</b>					<b>9</b>

\*To be confirmed

Location for session 2 will be selected between the two cities indicated above based on forecast return of flights to pre COVID-19 status that is expected to occur soon.

In addition to the numbers indicated above, each country will be requested to indicate additional participants for a reserve list to be used should one or more countries not meet the proposed quota. For logistic organisational reasons, it is kindly requested that names of participants shall be communicated at the latest within 30 days from each workshop. A reminder will be sent to NCPs before each event (please find here below deadline' table to receive participants).

Participants will arrive at the training venues on Sunday afternoon and the training will commence on Monday morning. Return travel will be on Friday afternoon or Saturday morning according to flight connections.

Should you consider that the number of allocated seats is insufficient to meet your country's training needs, please contact the Project Manager at [20179602flexibility@btsftraining.com](mailto:20179602flexibility@btsftraining.com) as soon as possible, providing an explanation.

The contractor will evaluate your request and pass it to the Contracting Authority for consideration.

### **Deadline for receiving registration forms**

<b>Year</b>	<b>Session</b>	<b>Dates</b>	<b>City</b>	<b>Deadline</b>
2021	1	Monday 20 - Friday 24 September	TURIN (IT)	20 August 2021
	2	Monday 18 - Friday 22 October	TURIN (IT) / VISEU (PT)	17 September 2021
	3	Monday 29 November - Friday 3 December	VISEU (PT)	29 October 2021

### **4. Training dates**

The training will be of 5 full days of which 2 days used for executing different site visits and hand-on-training. The attendance will be approximately 30 people.

Locations have been selected to facilitate field exercises within establishments. Subject to possible variations, the dates and locations of the training sessions are the following:

**Table 3: Training dates**

<b>Year</b>	<b>Training session</b>	<b>Proposed dates</b>	<b>Location</b>
2021	1	Monday 20 - Friday 24 September	TURIN (IT)
	2	Monday 18 - Friday 22 October	TURIN (IT) / VISEU (PT)
	3	Monday 29 November - Friday 3 December	VISEU (PT)

In the organisation of the F2F trainings the latest information and guidance published on the Commission's website will be taken into account with regard to the management of travel arrangements for participants originating within the EU and for those participants entering the EU.

The epidemiological situation will be constantly monitored. If circumstances will not be favourable for the organisation of F2F courses, the trainings will be held in virtual classrooms through the Zoom application.

## **Annex 1: Background and main topics covered in training**

In order to foster different food products present in the Union, to allow small-scale producers continue operating without being negatively affected by the provisions of the Food Hygiene Package and, at the same time, ensure the rights of consumers to safe food, the relevant Regulations provide diversified possibilities to adapt the technical requirements of the Food Hygiene Package in function of the nature of the food business concerned. In particular, these flexibility provisions have been tailored to facilitate the trade of foods produced at a local level and/or by traditional methods.

From a global point of view, the flexibility contained in the Hygiene Regulations offers three possibilities:

1. derogations/exemptions from certain requirements laid down in Annexes
2. adaptations of certain requirements laid down in the Annexes
3. Exclusions from the scope of the Regulations 178/2002, 852/2004 and 853/2004

The present training proposal will address the topics listed above through the adoption of a practical approach, aimed to increase knowledge of Competent Authorities and field inspectors on flexibility provisions included in the Food Hygiene Package, and to harmonise the approach to flexibility.

It should further be considered that the importance of proper and full use of flexibility in application of the Hygiene Package is becoming increasingly important as a result of the growth of “short food supply chains”. These are promoted by DG AGRI both as a tool to support EU farmers and also as a tool to preserve heritage of local food products. The consumption of products obtained through “short food supply chains” is expected to grow in the coming years. However, a large portion of producers is represented by small scale establishments that will most probably need to benefit from flexibility measures. This obliges consequently to ensure that these measures are properly applied in all Member States.

### **Main topics covered in the training**

- Flexibility through the Hygiene Regulations: general overview and concept (legal basis and guidance document);
- Activities excluded from the scope of the Hygiene Regulations, including practical examples;
- Scope and practical examples of flexibility with regard to the implementation of procedures based on the HACCP principles;
- Scope and practical examples of flexibility measures to enable the continued use of traditional methods at any of the stages of production, processing or distribution of food;
- Scope and practical examples of flexibility measures to accommodate the needs of food businesses situated in regions that are subject to special geographic constraints;
- Scope and practical examples of flexibility provisions pursuant to Article 7 of Regulation (EC) 2074/2005 for food operators producing food products with traditional characteristics;
- Scope and practical examples of flexibility with regard to the implementation of Regulation (EC) 2073/2005;
- Assessment of the implementation of flexibility provisions by competent authorities taking into account the possible use of guides to good practice and implications for official controls;
- National measures and notification process;
- Exchange of views and experience about the approach to flexibility in each country.

## Annex 2: Legislation and guidance

Text No	Title	Relevance / Topic
Reg. (EC) N° <b>178/2002</b>	Laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety, as amended	“General Food Law”
Reg. (EC) N° <b>852/2004</b>	On the hygiene of foodstuffs, as amended	Food safety
Reg. (EC) N° <b>853/2004</b>	Laying down specific hygiene rules for food of animal origin of food safety, as amended	Food safety
Reg. (EU) N° <b>2017/625</b>	On official controls and other official activities performed to ensure the application of food and feed law, rules on animal health and welfare, plant health and plant protection products	Food safety
Regulation (EC) No 2074/2005	laying down implementing measures for certain products under Regulation (EC) No 853/2004 of the European Parliament and of the Council and for the organisation of official controls under Regulation (EC) No 854/2004 of the European Parliament and of the Council and Regulation (EC) No 882/2004 of the European Parliament and of the Council, derogating from Regulation (EC) No 852/2004 of the European Parliament and of the Council and amending Regulations (EC) No 853/2004 and (EC) No 854/2004, as amended	Foods with traditional characteristics
Reg. (EC) N° <b>2073/2005</b>	On microbiological criteria for foodstuffs , as amended	Microbiological criteria for foodstuffs
Directive <b>98/34/EC</b>	Laying down a procedure for the provision of information in the field of technical standards and regulations	Notification procedure
Directive (EU) <b>2015/1535</b>	Laying down a procedure for the provision of information in the field of technical regulations and of rules on Information Society services (codification)	Notification procedure
Regulation (EC) No <b>1151/2012</b>	On quality schemes for agricultural products and foodstuffs, as amended	Quality schemes

## **GUIDELINES**

- Guidance document on the implementation of procedures based on the HACCP principles, and on the facilitation of the implementation of the HACCP principles in certain food businesses (16 November 2005);
- Guidance document on the implementation of certain provisions of Regulation (EC) No 852/2004. (SANCO/1731/2008 Rev. 6);
- Guidance document for the implementation of certain provisions of Regulation (EC) No 853/2004. (SANCO/1732/2008 Rev. 7);
- Report from the Commission to the Council and the European Parliament on the experience gained from the application of the hygiene Regulations (EC) No 852/2004, (EC) No 853/2004 and (EC) No 854/2004 of the European Parliament and of the Council of 29 April 2004 (13 October 2009) {SEC(2009) 1079};
- Commission Staff Working Document on the Understanding of certain provisions on flexibility provided in the Hygiene Package - Frequently Asked Questions - Guidelines for food business operators (SEC(2010) 985 final);
- Commission Staff Working Document on the Understanding of certain provisions on flexibility provided in the Hygiene Package - Frequently Asked Questions - Guidelines for the Competent Authorities (SEC(2010) 986 final);
- General report of a mission series carried out in six Member States in the period November 2009 to March 2010 in order to gather information regarding the application of the hygiene Regulations in small establishments producing meat and meat products of mammals and dairy products (DG(SANCO)/2010-6150 - MR FINAL);
- Final Overview Report on the State of Implementation of HACCP in the EU and Areas for Improvement (DG(SANTE) 2015-7752 – MR);
- Commission Notice on the implementation of food safety management systems covering prerequisite programs (PRPs) and procedures based on the HACCP principles, including the facilitation/flexibility of the implementation in certain food businesses (2016/C 278/01);
- EFSA Scientific Opinion - Hazard analysis approaches for certain small retail establishments in view of the application of their food safety management systems (10.2903/j.efsa.2017.4697)
- Commission Notice providing guidance on food safety management systems for food retail activities, including food donations (2020/C 199/01)



## Annex 3: Agenda

### WORKSHOP ON FOOD HYGIENE AND FLEXIBILITY

#### DAY 1 – General overview, exclusion from the scope, flexibility and HACCP

<i>Time</i>	<i>Topic</i>	<i>Tutor</i>
08.30	Registration of participants	
08.40	Welcome addresses, course background, objectives & expected results	Training Coordinator (TC)
08.45	Preliminary discussion with participants, aimed to enquire about their expectations on the training initiative	All tutors
09.00	Introduction from DG SANTE representative	DG SANTE representative
09.10	Better Training for Safer Food: presentation of a video	
09.20	Test of Knowledge	
09.30	1. Flexibility through the Hygiene Regulations: general overview <i>Presentation including videos and pictures, Automatic response systems</i>	TC
10.10	2. State of the art of implementation of flexibility in the Member States: DG SANTE reports <i>Presentation</i>	Tutor 1
10.40	Open discussion session	
11.00	Coffee break	
11.20	3. Activities excluded from the scope of the hygiene Regulations: general provisions, practical examples <i>Presentation, Automatic response systems (ARS)</i>	Tutor 2
12.00	4. Flexibility in relation to building, lay out and equipment: small business <i>Presentation, Tablet supported exercises</i>	Tutor 2
12.40	Open discussion session	
13.0	Lunch break	
14.00	5. Flexibility with regard to the implementation of procedures based on the HACCP principles: scope and practical examples <i>Presentation</i>	Tutor 1
14.50	Open discussion session	
15.00	6. Breakout Session - Case Studies on Flexibility with regard to the implementation of a Food Safety Management System: presentation and teamwork	
16.00	Coffee break	
16.30	Plenary Session: presentation of the results of case studies from representatives of the Working Groups	
17.00	Discussions and interactive participants' response (audience response system), focused on the topics presented during the day	All tutors
17.30	Conclusions of Day 1 (summary of main topics)	TC
17.45	End of Day 1	
20.00	Dinner	

**DAY 2 – Flexibility, microbiological criteria, traditional products, traditional methods, geographic constraints**

<i>Time</i>	<i>Topic</i>	<i>Tutor</i>
08.30	7. Flexibility with regard to Regulation (EC) n° 2073/2005: scope and practical examples <i>Presentation, Automatic response systems (ARS)</i>	Tutor 1
09.20	Open discussion session	
09.30	8a. Breakout Session - Case Studies on flexibility with regard to Regulation (EC) n° 2073/2005	
09.50	8b. Plenary Session: presentation of the results of case studies from representatives of the Working Groups	
10.10	9. Flexibility provisions pursuant to Article 7 of Regulation (EC) n° 2074/2005, foods with traditional characteristics: scope and practical examples <i>Presentation, Short group exercises</i>	Tutor 3
10.50	Open discussion session	
11.10	Coffee break	
11.30	10. Flexibility measures to enable the continued use of traditional methods <i>Presentation, Automatic response systems (ARS)</i>	TC
12.10	11. Flexibility measures to accommodate the needs of food businesses situated in regions that are subject to special geographic constraints <i>Presentation, Short group exercises</i>	Tutor 3
12.40	Open discussion session	
13.00	Lunch break	
14.00	12a. Breakout Session - Case Studies on flexibility for small businesses, traditional methods and traditional foods: presentation and teamwork	
15.30	Coffee break	
16.00	12b. Plenary Session: presentation of the results of case studies from representatives of the Working Groups	
16.30	Discussions and interactive participants' response (audience response system), focused on the topics presented during the day	All tutors
17.00	Conclusions of Day 2 (summary of main topics)	TC
17.15	End of Day 2	
18.00	Guided tour	
20.00	Social dinner	

### **DAY 3 – Field visits**

Participants will be divided in 2 groups, each of them will be divided in two subgroups so as to allow for easy access to establishments and maximise benefit for participants.

	<i>Group 1</i>	<i>Group 2</i>
09.30	Departure from hotel	Departure from hotel
10.30	Field visit to a small establishment benefitting from flexibility provisions (fish or food of non-animal origin)	Field visit to a small establishment benefitting from flexibility provisions operating in the meat or milk sector
12.30	Lunch break	
13.30	Debriefing, discussion on the outcomes of the field visit, questions and answers	
15.30	Return to hotel / training venue Coffee break	Return to hotel / training venue Coffee break
16.30	End of Day 3	
20.00	Dinner	

### **DAY 4– Field visits**

Participants will be divided in 2 groups so as to allow for easy access to establishments and maximise benefit for participants.

	<i>Group 1</i>	<i>Group 2</i>
09.30	Departure from hotel	Departure from hotel
10.30	Field visit to a small establishment benefitting from flexibility provisions (fish or food of non-animal origin)	Field visit to a small establishment benefitting from flexibility provisions operating in the meat or milk sector
12.30	Lunch break	
13.30	Debriefing, discussion on the outcomes of the field visit, questions and answers	
15.30	Return to hotel / training venue Coffee break	Return to hotel / training venue Coffee break
16.30	End of Day 4	
20.00	Dinner	

**DAY 5 - Flexibility and Official Controls, experiences in the Member States, dissemination**

<i>Time</i>	<i>Topic</i>	<i>Tutor</i>
08.30	Participants contributions: <ul style="list-style-type: none"> <li>• The implementation of flexibility in the Member States</li> <li>• Flexibility and official control, experiences in the Member States</li> <li>• Case Studies on flexibility from participants</li> </ul> <i>Presentations, case studies</i>	Selected participants
09.00	13. Assessment of the implementation of flexibility provisions by Competent Authorities <ul style="list-style-type: none"> <li>• Best practices for official controls when flexibility is applied</li> <li>• Use of guides to good practice and implications for official controls</li> <li>• Flexibility measures and documentation in individual establishments</li> </ul> <i>Presentation</i>	Tutor 4
09.40	14. National measures and notification process <i>Presentation</i>	Tutor 2
10.10	Open discussion session	
10.30	Coffee break	
10.50	15. Analysis of the notifications in the TRIS database and examples from the last notifications <i>Presentation</i>	Tutor 4
11.10	Questions and answers	
11.20	16. Dissemination of the contents of the training	Tutor 2
11.40	17. Lessons learned – topics covered	TC
12.00	Conclusions <ul style="list-style-type: none"> <li>• Test</li> <li>• On-line evaluation of training</li> <li>• Training certificates</li> </ul>	
13.00	End of the training session	
13.00	Lunch break	
20.00	Dinner (for participants who have their flight on Saturday)	

Teaching Methods for Course in case of Virtual Classrooms	
Group work	The software allows us to divide the participants in small breakout rooms. They will be automatically moved to the assigned room by OPERA team. Participants will be divided into 4 groups and each working group will be assisted by 1 tutor. Each day the composition of the working groups will be changed. Each group will work together to complete the assigned task.
Polling System	Participants will be asked to answer multiple choice questions using the Polling System. Questions are Multiple Choice Questions and will allow participants to reply anonymously. The software will also give a graphic representation of the overall responses that will be shared with the participants on their screens.
Questions & answers	Participants will have the possibility to type questions on the chat during the presentation, and to make "live" questions at the end of the presentation.  Tutors will reply in plenary, in the "main room"
Presentation	Training material will be presented by a tutor to the participants using PowerPoint and using the option "share the screen". The participants will receive at least one week in advance the presentations in PDF in order for them to have the chance to print the relevant material.

## **Annex 4: Technical requirements**

In case of VC sessions, they will be organised with the use of the Zoom web conferencing tool. The participants will take part in a short Zoom test training session in the weeks before the actual session. The Zoom test training will help participants to become familiar with the Zoom platform. They will also receive some general information on the course and have the opportunity to ask questions.

The participants should have **a computer with a working camera and audio system (speaker and microphone) as well as a good internet connection.**

To avoid delays, the registered participants will be contacted for a technical test of their equipment a few days before the training sessions. This will allow participants to test their equipment and view the main features of the VC application platform. During this brief test, participants will have the chance to learn all the tools of the VC platform.

During this meeting, the Event Manager and Assistant Event Manager will also go through the main aspects of the agenda and different sessions that are foreseen. Additionally, in the morning of Day 1 of the VC, time will be dedicated to a technical session to refresh participants on the main features of the platform, and ensure connections are working properly.

## **Annex 5: Training material, outcomes and dissemination activities**

### Training material

In case of virtual classrooms participants will receive the training material well in advance of the training. The material will include additional pre-recorded material for offline studies. Preparatory videos will introduce the specific topic and provide background information to participants.

### Dissemination questionnaire

**Participants will be requested to commit themselves to disseminate the knowledge received via different dissemination methods**, i.e. informing colleagues about the information received at the training, distributing (photocopying or sending via electronic way) the training materials among their colleagues, preparing informative articles in the professional national journals or preparing presentations based on the training materials for the staff of national Competent Authorities or other disseminating methods which could be appropriate to share the information received via the BTSF training. During the course participants will be provided with a training package to be used as supporting dissemination material. Two to three months after the respective training session, participants will receive a standard questionnaire requesting information on the dissemination activities of the participant after the training, and details on differences in the approach adopted in day-to-day work following the training.

### Self-assessment test

Furthermore, the programme will include an anonymous knowledge test to be carried out at the beginning and at the end of each training session in order to measure the impact of the training on the understanding of the participants of the subjects taught.

Participants are expected to agree to carry out the above tests and to reply to the questionnaire.

## Annex 6: Contractor contact details

The project is managed by OPERA Srl



Project manager:

**Claudio BOMPARD**

Training coordinator:

**Alberto MANCUSO**

Separate notifications will be sent to National Contact Points for each course and will contain the names and contact details of the Event Manager and Assistant Event Manager as well as logistical details on the event.

All official communication between National Contact Points and the project will be maintained through the functional e-mail address [20179602flexibility@btsftraining.com](mailto:20179602flexibility@btsftraining.com) or by phone to + 39 06 80773315.

The project website is [www.btsftraining.com/btsf-flexibility](http://www.btsftraining.com/btsf-flexibility). The website will be regularly updated with details of forthcoming courses.

### Data Protection Notice for the BTSF online Trainings

This processing operation concerns the participation in BTSF online training activities which are held within the context of the Better Training for Safer Food Initiative (BTSF) and hosted in the BTSF ACADEMY to provide wider accessibility to training in the areas of food law, feed law, animal health and animal welfare rules, as well as plant health rules by using a state-of-the-art and interactive e-learning system. The BTSF is a Commission DG Health and Food safety (DG SANTE) Initiative managed by the Health and Digital Executive Agency (HaDEA) and aimed at organising an EU training strategy in the areas mentioned above.

This data protection notice explains the reason for the processing of all personal data provided and how HaDEA collects and handles them and ensures their protection. It also details how that information is used and what rights the data subject may exercise in relation to the data. Your personal data is processed in accordance with Regulation (EU) No 2018/1725. Please find more details on the following link <https://btsfacademy.eu/training/mod/page/view.php?id=417> .