

**Organisation and implementation of training activities on**  
**Food Hygiene and**  
**Controls of Meat including Derived Products**  
**contract 2019 96 01**  
**under the “Better Training for safer Food” Initiative**

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## 1. *Course objectives*

### General objective

The training aims at spreading knowledge, disseminating best practices for official controls in the meat sector and favouring exchange of experience in order to increase the level of expertise with regard to food hygiene and control issues concerning all stages of production, processing and distribution of meat, including derived products.

The training in food hygiene and controls of meat serves the **overall purpose** of inform and update staff of NCA of MS regarding their use of the legislative framework in the performance of official controls of animal origin – specifically on food hygiene and controls of meat.

This aim is expected to be achieved through the sharing of experience, field visits, group exercises and networking between participants. All the activities will be carefully engaged and delivered through the application of adult learning principles.

### Specific objectives

The **purposes** of the training, designed in the participants' perspective, will be:

- To know the new framework and legislative requirements in the performance of official control of animal origin, especially on food hygiene and controls of meat;
- To interpret the EU Commission's point of view on how to best implement the new legislation;
- To harmonise enforcement of the legislation and indicate weak points of official controls in the past;
- To intervene and take part in the discussions among participants and tutors in order to promote an exchange of knowledge based on previous experience.

From a didactic dimension, it is also expected to achieve the following **objectives**:

- To train participants from various control bodies in a correct implementation of the legislation both in classroom exercises, and in on-the-spot inspections of selected establishments.
- To provide a diversified learning environment to the participants consisting of lectures, case studies, instruction movies, field exercises and interactive discussion groups.
- To promote the **spread of new knowledge and best practices** acquired by the participants during the course through dissemination and networking once back in their respective home countries (training of trainers);
- favouring exchange of experience in order **to increase the level of expertise** with regard to **food hygiene and control issues concerning all stages of production, processing and distribution of meat, including derived products.**

## 1. Training dates and locations

**10 courses of 5-days face-to-face** (live) training courses will be delivered with **approximately 35 people** in each session.

A total of **approx. 35** seats will be allocated per training session according to the tables below. Please note that the number of allocated seats for each country may be subject to variation.

Should you consider that the number of allocated seats is insufficient to meet your country's training needs, please contact the Project Manager at GIZ International Services Brussels Office, [www.trainsaferfood.eu/base/contact](http://www.trainsaferfood.eu/base/contact) or by email at [info@trainsaferfood.eu](mailto:info@trainsaferfood.eu) as soon as possible, providing an explanation.

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

An introductory session in the afternoon of the first day will be followed by 4 days of training and a conclusion session in the morning of the 5<sup>th</sup> day. The course agenda is attached (Annex 3).

**Table 1: Training dates and Location**

Year	Training session	Proposed dates	Location	Course Title	Registration link
2022	Session 1	23-27 May 2022	Valencia - Spain	Food Hygiene & Controls of Meat	<a href="#">Register here session 1</a>
	Session 2	17-21 Oct 2022	Valencia - Spain		<a href="#">Register here session 2</a>
	Session 3	12-16 Dec 2022	Dublin - Ireland		<a href="#">Register here session 3</a>
	Session 4	13-17 Feb 2023	Rome - Italy		<a href="#">Register here session 4</a>
	Session 5	13-17 Mar 2023	Vienna - Austria		<a href="#">Register here session 5</a>
	Session 6	24-28 Apr 2023	Bremen - Germany		<a href="#">Register here session 6</a>
	Session 7	08-12 May 2023	Valencia - Spain		<a href="#">Register here session 7</a>
	Session 8	05-09 Jun 2023	Dublin - Ireland		<a href="#">Register here session 8</a>
	Session 9	11-15 Sep 2023	Bremen - Germany		<a href="#">Register here session 9</a>
	Session 10	09-13 Oct 2023	Rome - Italy		<a href="#">Register here session 10</a>

**2. Selection criteria for participants**

Participant must:	<ol style="list-style-type: none"> <li>1. Fulfil the eligibility criteria</li> <li>2. Meet the minimum requirements</li> <li>3. Be selected using the evaluation criteria</li> </ol>
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1. Eligibility criteria for Course Food Hygiene and Controls of Meat, including Derived Products
<p>Participants who have previously completed the BTSF courses on <b>Food Hygiene and Controls of Meat, including Derived Products</b> should be assessed for their eligibility for this training based on the criteria below. Only <b>eligible participants</b> should be further assessed against the minimum requirements below.</p> <p>Participants shall represent staff of competent authorities of the Member States involved in official control activities at the production and processing stage of meat in the food chain.</p> <p>The training is addressed both to:</p> <p><b>a) officials from Competent Authorities involved in planning control activities on meat hygiene (preferably at central and/or regional level);</b></p> <p><b>b) field inspectors involved in control activities on meat hygiene, including meat inspection.</b></p>

Participants must meet the minimum requirements below to ensure they can follow and fully participate in this course. Participants who do not meet the minimum requirements should not be proposed for the training.

2. Minimum requirements for Food Hygiene and Controls of Meat, including Derived Products	Yes/No
<p>Participant must:</p> <ul style="list-style-type: none"> <li>• have completed <b>previous courses in Food Hygiene and Controls of Meat, including Derived Products if required – NOT MANDATORY!!!</b></li> </ul> <p><u>OR</u></p> <ul style="list-style-type: none"> <li>• Have worked in functional areas of <b>controls of food hygiene and meat controls including derived products</b> with a minimum of <b>3</b> years of professional experience or</li> <li>• Had experience of setting up and implementation (<b>planning control activities at central or regional level</b>) of <b>food hygiene and meat controls including derived products</b> in a Competent Authority (covering areas of food/ feed safety, animal health or animal welfare).</li> </ul>	

The evaluation criteria should be used as a tool to prioritise participation (higher score indicates

higher priority), but there is no minimum score necessary.

<b>3. Evaluation criteria</b>		<b>Enter Score</b>
a)	<p>Experience in <b>control activities food hygiene</b> within a competent authority in areas of food/feed safety, animal health or animal welfare, in particular in areas such as <b>meat controls including derived products</b></p> <p><u>Scoring</u> less than 3 years = 0 points; ≥ 3 years = 5 points; 5 - 10 years = 10 points; &gt; 10 years = 12.5 points</p>	<b>Max 12.5 points</b>
b)	<p>Experience in implementing of <b>planning control activities at central or regional level) of food hygiene</b> within a competent authority in areas of food/feed safety, animal health or animal welfare, in particular in areas such as <b>meat controls including derived products</b></p> <p><u>Scoring</u> no experience = 0 points; &lt; 2 years = 5 points; 2-5 years = 7.5 points; &gt; 5 years = 10 points</p>	<b>Max 10 points</b>
c)	<p>Contribution towards <b>food hygiene and controls of meat, including derived products related advanced outcomes.</b></p> <p><u>Scoring</u> no experience = 0 points; &lt; 2 years = 5 points; 2-4 years = 10 points; &gt; 4 years = 12.5 points</p>	<b>Max 12.5 points</b>
d)	<p>During the course, participants will be provided with a training package to be used as support dissemination material. Commitment to disseminate the knowledge received is a prerequisite for course participation.</p> <p><u>Scoring</u></p> <ol style="list-style-type: none"> <li>1. Commitment to distribute the training material among their colleagues = 5 points;</li> <li>2. Point 1 plus preparing and giving presentations based on the training material for the staff of national competent authorities/uploading training material to national competent authorities' intranets/websites = 10 points</li> <li>3. Points 1, 2 plus preparing informative articles in the professional national journals = 15 points</li> <li>4. no commitment = 0 points</li> </ol>	<b>Max 15 points</b>
<b>Maximum total score</b>		<b>50</b>

### 3. Country allocations

A total of 35 seats will be allocated according to the tables below. Please note that the number of allocated seats for each country may vary.

**Table 2: Suggested allocation for EU Member States and Candidate Countries**

	country / suggested allocation					
Member States	Austria	9	Germany	15	Poland	14
	Belgium	9	Greece	9	Portugal	9
	Bulgaria	9	Hungary	9	Romania	9
	Croatia	9	Ireland	9	Slovakia	9
	Cyprus	9	Italy	16	Slovenia	9
	Czech Republic	9	Latvia	9	Spain	15
	Denmark	9	Lithuania	9	Sweden	9
	Estonia	9	Luxembourg	3		
	Finland	9	Malta	9		
	France	15	Netherlands	9		
					<b>Total Member States</b>	<b>276</b>
Candidate Countries	Albania	5	North Macedonia	6	Turkey	7
	Montenegro	3	Serbia	3		
						<b>Total Candidate Countries</b>
<b>Global participation EU Member States and Candidate Countries</b>						

**Table 3: Suggested allocation for other non-EU Countries**

	country / suggested allocation			
EFTA/ EEA/ countries with special agreements.	Iceland	2	Norway	7
	Lichtenstein		UK (Northern Ireland)	9
	<b>Total EFTA/EEA/Countries with special agreements</b>			<b>15</b>
Potential candidate countries, Eastern Partnership and Southern Neighbourhood countries.	Bosnia and Herzegovina	4	Kosovo	5
	Belarus	4	Moldova	2
	Egypt	5	Morocco	5
	Total Potential candidate countries, Eastern Partnership and Southern Neighbourhood countries.			<b>35</b>
Asian countries	China		Indonesia	
	India			Thailand
	<b>Total Asian countries</b>			
Latin American countries	Argentina		Brazil	Chile
	<b>Total Latin American countries</b>			
African countries	Democratic Republic of Congo		South Africa	Algeria
	<b>Total African countries</b>			
Other Non-EU countries	Switzerland	6	UK(GB)	
	<b>Total other non-EU countries</b>			<b>0</b>
<b>Global participation other non-EU Countries</b>				

**You are welcome to nominate more participants for the reserve list** than indicated in the table above. If seats will become available, you will be informed in due time.

		Course 3 Food Hygiene & Controls of Meat ID 2939 Valencia  23-27 May 2022	Course 10 Food Hygiene & Controls of Meat ID 2946 Valencia  17-21 Oct 2022	Course 4 Food Hygiene & Controls of Meat ID 2940 Dublin  12-16 Dec 2022	Course 1 Food Hygiene & Controls of Meat ID 2937 Rome  13-17 Feb 2023	Course 7 Food Hygiene & Controls of Meat ID 2943 Vienna  13-17 Mart 2023	Course 2 Food Hygiene & Controls of Meat ID 2938 Bremen  24-28 Apr 2023	Course 8 Food Hygiene & Controls of Meat ID 2944 Valencia  08-12 May 2023	Course 5 Food Hygiene & Controls of Meat ID 2941 Dublin  05-09 Jun 2023	Course 6 Food Hygiene & Controls of Meat ID 2942 Bremen  11-15 Sep 2023	Course 9 Food Hygiene & Controls of Meat ID 2945 Rome  09-13 Oct 2023		
Member states		INV	INV	INV	INV	INV	INV	INV	INV	INV	INV		TOTAL INVITED
AT	Austria	2		1	1	1	1	1	1	1		AT	9
BE	Belgium	1		1	1	1	1	1	1	1	1	BE	9
BG	Bulgaria	2		1	1	1	1	1	1	1		BG	9
CY	Cyprus	2	1	2				2	1		1	CY	9
CZ	Czech Republic	1	1	1	1	1	1	1	1		1	CZ	9
DE	Germany	2	1	1	2	3	1	1	1	1	2	DE	15
DK	Denmark	1	1	1		1	1	1	1	1	1	DK	9
EE	Estonia		1		1	2	2		1	2		EE	9
ES	Spain	1	3	2	1	1	1	1	2	1	2	ES	15
FI	Finland	1			1	1	2	1		2	1	FI	9
FR	France	2	1	2	1	2	1	2	1	2	1	FR	15
GR	Greece	2	1	2				2	1		1	GR	9
HR	Croatia	2	1	2				2	1		1	HR	9
HU	Hungary	1	1	1	1	1	1	1	1		1	HU	9
IE	Ireland		1		2				2	2	2	IE	9
IT	Italy	1	1	2	2	1	2	3	2	1	1	IT	16
LT	Lithuania				1	2	3			3		LT	9
LU	Luxemburg	1		1	1							LU	3
LV	Latvia		1		1	2	2		1	2		LV	9
MT	Malta	2	1	2				2	1		1	MT	9
NL	Netherlands	1	1	1	1	1	1	1	1	1		NL	9
PL	Poland	2	1	1	1	2	2	1	1	2	1	PL	14
PT	Portugal		2	1		1		1	2		2	PT	9
RO	Romania		2	1	2		1		1		2	RO	9
SE	Sweden		1		2	2	1			2	1	SE	9



SI	Slovenia		2	1	2		1		1	1	1	SI	9
SK	Slovakia	1	1	1	1	1	1	1	1		1	SK	9
UK	Northern Ireland	1	1	1	1		1	1	1	1	1	UK	9
<b>S/TOTAL</b>		<b>29</b>	<b>27</b>	<b>29</b>	<b>28</b>	<b>27</b>	<b>28</b>	<b>27</b>	<b>28</b>	<b>27</b>	<b>26</b>		<b>276</b>
<b>Candidate Countries</b>													
AL	Albania		1	1	1			1			1	AL	5
ME	Montenegro			1				1			1	ME	3
MK	Fyrom	1	1		1	1		1	1			MK	6
RS	Serbia					1		1		1		RS	3
TR	Turkey	1	1	1	1	1		1			1	TR	7
<b>S/TOTAL</b>		<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>3</b>		<b>24</b>
<b>EFTA</b>													
CH	Switzerland		1		1	1			1	1	1	CH	6
IS	Iceland						1			1		IC	2
NO	Norway				1	1	1	1	1	1	1	NO	7
<b>S/TOTAL</b>		<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>2</b>		<b>15</b>
<b>potential candidate and European Neighbouring Policy countries</b>													
BA	Bosnia Herzegovina			1		1		1	1			BA	4
UA	Ukraine	1				1	1			1		UA	4
EG	Egypt	1	1					1		1	1	EG	5
MA	Morocco	1	1		1				1		1	MA	5
TU	Tunisia			1	1				1		1	TU	4
MO	Moldova						1			1		MO	2
BL	Belarus		1				1					BL	2
GE	Georgia		0			1	1					GE	2
AM	Armenia		0				1			1		AM	2
XH	Kosovo	1	1	1					1		1	XH	5
<b>S/TOTAL</b>		<b>4</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>4</b>		<b>35</b>
<b>TOTAL</b>		<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>		<b>350</b>

#### ***4. Face-to-face logistical arrangements***

In the case of face-to-face training sessions, the European Commission will fund in full travel, accommodation, meals, and field visit costs for all training participants. No daily allowance will be paid on top of this. Any other costs are to be paid by the participants themselves.

Participants will arrive at the training venues on the day before or in the morning of the event according to the flight and training will commence on Monday afternoon.

GIZ InS team will liaise further with the nominated participants for all logistics and practical aspects.

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

### **Background**

Food law, feed law, animal health rules, animal welfare and plant health legislation and requirements are almost fully based on EU law. The development of these rules has enabled the creation of the internal market for food, feed, live animals and plants, whilst ensuring a high level of consumer protection and of protection of animals and plants. At international level, the EU legislation referred to above, allows compliance with the international obligations laid down in international agreements, such as those developed by the World Trade Organisation (WTO), Codex Alimentarius, the World Organisation for Animal Health (OIE) and the International Plant Protection Convention (IPPC).

Such a strong EU oriented integration of the legislation and global approach requires a high level of competence and expertise of the controlling authorities, imposing as well high standards on control officials in the Member States when ensuring that official controls are efficient, objective and adequate. The staff of controlling authorities must have a broad knowledge of different hazards (chemical, biological and physical) that can occur along the feed and food chain. They must also understand the mechanisms of the market in which food and its ingredients can be produced. At the same time, they need to be informed about very specific problems that are inherent to specific production, processing, conservation and distribution methods. They must be able to identify non-compliance with feed and food safety requirements, or with animal health and animal welfare requirements or with plant health requirements. They must also be able to detect fraudulent practices. Control of feed and food production and marketing, and of animal and plant production and trade requires a multidisciplinary approach, which needs a strong expertise by inspectors.

In addition, when exporting food, feed, live animals and plants to the EU, non-EU countries must provide guarantees that exported consignments were obtained respecting EU legislation with regards to food safety, feed safety, animal health, plant health and, where appropriate, animal welfare requirements, or at least under equivalent standards. Respecting these rules is necessary to prevent introduction of animals and plants diseases into the EU. It is therefore essential that non-EU countries, and in particular developing countries (DCs), are informed about these standards which facilitate their access to the EU market and therefore promote EU food safety standards at international level. It is in this context that training is considered as a key driver in raising knowledge and awareness of EU laws in the above-mentioned fields, in ensuring their correct enforcement and in promoting a harmonised approach to the operation of EU and national control systems.

### **Legislative framework**

The European Union (EU) has developed a wide range of measures aimed at ensuring a high standard of hygiene during food production and proper control of foodstuffs. Some of these rules apply to all food business operators, cover the entire food chain and deal with all types of food. Others are directed to competent authorities in charge of controlling the food chain.

These Regulations introduced a shift in the approach to food hygiene policy. The clear objective of this package is to concentrate on objectives to be reached by food business operators rather than maintaining very detailed requirements (results obligation rather than means obligation).

Regulation (EC) No 853/2004 applies to all stages of production, processing and distribution of any

food. These rules require the putting in place, implementation and maintenance of permanent general food hygiene procedures (good hygiene practices, good manufacturing practices, etc.) and, except for primary producers, procedures based on the HACCP principles.

Regulation (EC) No 853/2004 supplements the general hygiene requirements by adding specific hygiene rules for certain products of animal origin such as meat. The Commission in collaboration with Member States issued several guidance documents in order to elaborate and give practical examples of some of the complex requirements mentioned in Regulations (EC) No 852/2004 and No 853/2004, including the one concerning implementation of procedures based on the HACCP principles.

Regulation 2017/625 has a general scope covering official controls over the entire food chain. It aims at ensuring a harmonised approach and creates a high level of expertise with regard to official control activities for the verification of compliance with SPS rules. This Regulation is further specified in the field of certain products of animal origin by the provisions laid down in Regulation (EU) 2019/624, which defines the criteria and conditions for ante-mortem inspection in and outside slaughterhouses, but also at the holding of provenance and the guarantees to be in place for the performance of postmortem inspection and auditing activities.

Regulation (EU) 2019/624 also establishes the minimum requirements, including training requirements, for the official veterinarians and auxiliaries and designated staff in the performance of meat inspection tasks. For its part, Regulation (EU) 2019/627 lays down uniform practical arrangements for the performance of official controls including specific requirements and minimum frequency of official controls on fresh meat, measures to be taken in case of non-compliance of fresh meat with EU rules and health marking. These new Regulations introduce some new concepts with regard to control rules, especially in the meat production and inspection such as strengthened requirements that animals be clean when brought to slaughter and verification of food chain information, a more risk based meat inspection, simplified requirements for certain slaughter and gamehandling establishments, and simplified requirements for establishments producing products derived from meat. As the legislative framework concerning the performance of official controls on products of animal origin, and particularly on meat, has been recast and is applied from 14 December 2019, the Commission considers important to develop training courses at EU level, in particular for staff of the competent authorities of Member States involved in official controls on the production of meat.

### Main topics covered in the training

- **Legislative requirements concerning registration and/or (conditional) approval of establishments and in particular low-capacity establishments** (Reg. 852/2004, Reg. 853/2004, Reg. 2017/625)
  - Legislative requirements concerning to registration and/ or approval of food producing establishments with specific reference to animal origin food production and meat according to relevant EU legislations (Reg. 852/2004, Reg. 853/2004, Reg. 2017/625). In addition, a short overview of EU food hygiene legislation will be presented with particular focus on Regulation 178/2002 (General Food Law). A plenary lecture will explain the EU approach to risk analysis applied to food safety.

- **General and meat specific hygiene requirements and HACCP-based procedures, traceability, and special focus on topics/peculiarities regarding steps at and beyond slaughter (minced meat, meat preparations and meat products), etc.** (Reg. 178/2002, 852/2004, 853/2004, 1099/2009)
  - Obligations of Food Business Operators (FBOs) in term of hygiene requirements, specifically laid down in Reg. 852/2004 and in Reg. 853/2004 for registered and approved establishments with specific regards to slaughterhouses and other meat processing plants, including minced meat, meat products, meat preparations, mechanically separated meat producing establishments.
  - Own-checks systems with specific regards to Good Hygiene Practices and Prerequisite Programmes.
  - HACCP systems and methodology of verification of HACCP plans, with specific focus on Critical Control Points (CCPs) within generic and specific production processes.
  - Principles to be applied to FBOs obligations in terms of flexibility, according to the nature and size of establishments, with specific focus to meat processing plants (Commission notice 278/2016, Reg. 2074/2005).
  - Traceability systems in food sector with specific regard to the meat sector according to Reg. 178/2002 and related legislations.
  
- **Official controls concerning primary production, inspections in slaughterhouses, game-handling and other meat establishments, peculiarities with regard to fresh meat, farmed game, wild game, emergency slaughter, risk-based inspection, use of flexibility provisions, etc.** (Reg. 2017/625, 2019/624, 2019/627, Commission notice 278/2016)
  - Official controls aspects applied to primary livestock production, involving its final phase – from farm to slaughterhouse. The discussion topics will include animal health and welfare on the farm, good farming practices, biosecurity measures, proper use of veterinary medicines, identification mark and traceability, emergency slaughtering, animal welfare in transit in accordance with to Reg. (CE) 1/2005, and traceability checks. Information about the nature of “other official activities” as described in Reg. 2017/625 will be presented.
  - Food Chain Information (FCI) as referred to Reg. 853/2004, Reg. 852/2004 and Reg. 2017/625.
  - During the sessions the following topics will be covered:
    - ✓ Risk-based control at slaughterhouses according to Reg. 2017/625, Reg. 2019/624, Reg. 2019/62 and new risk connotations introduced by new legislation;
    - ✓ Use of tertiary legislation within the meat hygiene sector with particular emphasis on provisions of art. 18 of Reg. 2017/625;
    - ✓ Role of the Official Auxiliary within the Official Controls at the slaughterhouse according to art. 18 of Reg. 2017/625 and relation to the Official Veterinarian, as long as slaughterhouse staff allowed to perform official controls in plants for poultry and lagomorphs;
    - ✓ Difference between “responsibility” and “supervision” when it comes to the modality of control performed by the Official Veterinarian;
    - ✓ Derogatory inspection measures to be implemented at low-capacity and or farmed and wild game slaughterhouses, provided for in Reg. 2017/625;
    - ✓ Main flexibility and derogation exemptions (Reg. 2019/627, Reg. 2019/624) within the standards of Official controls on fresh meat according to Reg. 2017/625;

- ✓ Technical aspects of inspections in slaughterhouses, game-handling and other meat establishments: provision laid down in Reg. 2017/625, Reg. 2019/624 and Reg. 2019/627 regarding ante-mortem inspection (requirements regarding animals to be presented to slaughter in clean condition) and post-mortem inspection.
  - ✓ Slaughterhouses at low capacity: risk-based inspection: ante-mortem and post-mortem inspection in relation to animal species (domestic bovine, domestic sheep/goats, domestic solipeds, swine, lagomorphs, poultry) and animal age;
  - ✓ Specific slaughtering procedures: emergency and delayed slaughtering; specific requirements for fresh meat, farmed game, wild game; ante-mortem and post-mortem meat inspection Standards of Official controls;
  - ✓ Flexibility and derogations, exemptions (in accordance with Reg. 2019/627, Reg. 2019/624, Reg 625/625);
  - ✓ Use of the Food Chain Information within the risk management at slaughterhouse and at farm level and feedback to holding of provenance according to Reg. 2019/627 art.9, Reg. 2074/2005.
- **Official controls concerning microbiological criteria, sampling methods, requirements for Trichinella examination and other specialised inspection procedures, etc.** (Reg. 2019/627, 2019/628, 2015/1375, 2073/2005, 999/2001, 1069/2009; 853/2004, Directive 2003/99/EC)
    - Procedures for Trichinella testing at farm and slaughterhouse, the principle of “controlled housing conditions” as described in Reg. 2075/2005 and Reg. 2015/1375.
    - Inspection procedures targeting specific animal health risk of zoonotic impact (e.g. Transmissible Spongiform Encephalopathies – TSEs, Cysticercosis, Tuberculosis, Brucellosis, Salmonellosis, Campylobacteriosis, VTEC etc).
    - FBOs’ obligations regarding the compliance to microbiological criteria (both “food safety criteria” and “process hygiene criteria”) provided for in Reg. 2073/2005.
    - Competent Authorities’ obligations and procedures for official microbiological sampling provided for in Reg. 2019/627 and in accordance to Reg. 2073/2005. In addition, the main obligations for FBOs at the time of killing with the purpose of animals’ protection will be tackled according to Reg. 1099/2009.
  - **field visits followed by debriefing sessions within establishments involved in the production or processing of meat and/or meat products** field visit 1:
    - **slaughterhouse DAY 3.** DAY 3: visit to a **meat production establishment** (slaughterhouse) to have the opportunity to observe, in real and on the spot, meat production process. To interact with the FBO and quality manager and to see the major activities performed by the operator at each phase of slaughtering and how the operator deals with the obligations provided for Reg. 178/2002 and Reg. 853/2004 Reg. 2017/625 Reg. 2019/627, Reg. 2019/624, Reg. 2019/628, Reg. 2015/1375, Reg. 2073/2005, Reg.999/2001, Reg.1069/2009 and 1099/2009. To interact with local NCA officer and exchange views on the official controls performed at the slaughterhouse. To see how animal origin waste and by-products are managed at the meat producing plants, according to the level of risk. To have and hands on approach performing a simulation of slaughterhouse inspection in broken up groups. Performing of an exercise on collecting data about findings for risk-based controls assessment and planning according to Reg. 2017/625 (rating of operators). To see how risk-based control plans are implemented on the field.
    - **meat processing plant DAY 4:** visit to a **meat production establishment** to have the opportunity to observe, in real and on the spot, meat production process.

To interact with the FBO and quality manager and to see the major activities performed by the operator at each phase of slaughtering and how the operator deals with the obligations provided for Reg. 178/2002 and Reg. 853/2004 Reg. 2017/625 Reg. 2019/627, Reg. 2019/624, Reg. 2019/628, Reg. 2015/1375, Reg. 2073/2005, Reg.999/2001, Reg.1069/2009 and 1099/2009.

To interact with local NCA officer and exchange views on the official controls performed at the slaughterhouse. To see how animal origin waste and by-products are managed at the meat producing plants, according to the level of risk. To have hands on approach performing a simulation of slaughterhouse inspection in broken up groups. Performing of an exercise on collecting data about findings for risk-based controls assessment and planning according to Reg. 2017/625 (rating of operators).

- **Additional topics covered: waste and by-products management, official certification, specific requirements for the official veterinarian, the official auxiliary and the staff designated by the NCA**
  - Main elements of management of animal by products not intended for human consumption, including handling and disposal, as provided for in Reg. 1069/2009.
  - “Specified risk material” covered by Reg. 999/2001 regarding controls on transmissible spongiform encephalopathies.
  - Principles of official certification regarding food and in particular meat producing animals and meat in accordance with Reg. 2017/625, Reg. 2019/624 and Reg. 2019/627.
  - Models of official certificates as provided for in Reg. 2019/628.
  - Specific requirements for official veterinarian, the official auxiliary and the staff designated by the NCA in accordance with Reg. 2017/625, Reg. 2019/624 and Reg. 2019/627.

## ***Annex 2: Legislation and guidance***

- Food hygiene legislation in the EU: Regulation (EC) No. 178/2002, risk analysis and risk-based approach, Traceability.
- Hygiene package: EC Regulations EC 852/2004, 853/2004, EU Regulation 2017/625, Delegated Regulation 2019/624, 2019/625, Implementing Regulation 2019/626, 2019/627, 2019/628
- Legislative requirements concerning approval of establishments with specific reference to animal origin productions and meat in particular, according to relevant EU legislation (Reg. 853/2004, Reg. 2017/625).

- Legislative elements for the approval of low-capacity establishments;
- Obligations of FBOs in term of hygiene requirements specifically laid down in Reg. 852/2004 and in Reg. 853/2004 for registered and approved establishments with specific regards to slaughterhouses, cutting plants and other meat processing plants, including minced meat, meat products, meat preparations, mechanically separated meat producing establishments.
- Traceability systems in food sector with specific regard to the meat sector according to Reg. 178/2002 and related legislation.
- Commission notice 278/2016 - Principles to be applied to FBOs obligations in terms of flexibility, according to the nature and size of establishments, with specific focus to meat processing plants
- Regulation (EU) No 2017/625 on official controls and other official activities performed to ensure the application of feed and food law, rules on animal health and animal welfare, plant health and plant protection products;
- Nature of “other official activities” as described in Reg. 2017/625.
- Risk-based control at slaughterhouses according to Reg.2017/625, Reg. 2019/624, Reg. 2019/627:
- Role of the Official Auxiliary within the Official Controls at the slaughterhouse according to art.18 of Reg. 2017/625 and relation to the Official Veterinarian
- Derogatory inspection measures to be implemented at low-capacity and/or farmed and wild game slaughterhouses, provided for in Reg. 2017/625;
- Standards of Official controls on fresh meat according to Reg. 2017/625, main flexibility and derogation exemptions (Reg. 2019/627, Reg. 2019/624)
- Requirements for *Trichinella* testing (Reg. 2015/1375);
- Microbiological criteria, sampling methods (Reg. 2019/627, Reg. 2073/2005)
- Role of the Animal Welfare Officer Provisions laid down in Reg. 1099/2009
- Official certification regarding food and in particular meat producing animals and meat according to Reg. 2017/625
- Models of official certificates as provided for in Reg. 2019/628.
- Audits on HACCP based systems



### Annex 3: Agenda

DAY 1		
TIME	ACTIVITY	METHODOLOGY
13:30	Registration	
14:00	<p><u>Opening session</u></p> <p>Welcome to the participants &amp; Introduction to Better Training for Safer Food programme. BTSF-Video Aims and goals of the training session on food hygiene and controls of meat, including derived products Ice-break exercise; participants' expectations Initial knowledge test Hand-out of training materials for the participants</p> <p>To know introductory aspects and the training programme To understand the methodology about the presentation of topics under discussion To share the level of participants' level of knowledge To share the participants' different professional background and expectations and start networking.</p>	<p>Lecture BTSF video exhibition Exercise</p>
15:30	Coffee break & networking	
16:00	<p><b>Food hygiene legislation</b> in the EU; Regulation (EC) No. 178/2002, risk analysis and risk-based approach, Traceability. Hygiene package (Reg. (EC) 852/2004, 853/2004, Reg. (EU) 2017/625, Delegated Reg. 2019/624, 2019/625, Implementing Reg. 2019/626, 2019/627, 2019/628)</p> <p>To know the food hygiene legislation and risk analysis principles forming the basis of Food Safety in EU and in trading international market. To discuss and share conclusions on the principle of risk assessment as part of Risk Analysis (Reg. 178/2002) in comparison with assessment of conformity to allow the classification of operators aiming at risk-based control, according to Reg. 2017/625. To know the basic elements of tertiary legislation implemented at food safety level.</p>	<p>Lecture Q&amp;A</p>
16:45	<p><b>Legislative requirements</b> concerning approval of establishments.</p> <p>To know the fundamental requirements of approval of establishments with specific reference to animal origin productions and meat in particular, according to relevant EU legislation (Reg. 853/2004, Reg.</p>	<p>Lecture Q&amp;A</p>

	2017/625). To know the legislative elements for the approval of low-capacity establishments	
17:15	Kahoot/ wisembly quiz	Practical exercise
17:30	Close of day 1	
Welcome Drink		

DAY 2		
TIME	ACTIVITY	METHODOLOGY
08:45	Registration	
08:50	Warm-up exercise	Practical exercise
09:00	<b>General and specific meat hygiene</b> requirements with special focus on topics/ peculiarities regarding steps at and beyond slaughter (minced meat, meat preparations and meat products)  To know the obligations of FBOs in term of hygiene requirements specifically laid down in Reg. 852/2004 and in Reg. 853/2004 for registered and approved establishments with specific regards to slaughterhouses, cutting plants and other meat processing plants, including minced meat, meat products, meat preparations, mechanically separated meat producing establishments.	Lecture Q&A
9:45	Kahoot/ wisembly quiz	Practical exercise
10:00	Coffee break & networking	
10:30	<b>Own-checks and GHP</b> at meat processing plants  To acquire knowledge on the main obligations of FBOs in terms of own-checks systems with specific regards to Good Hygiene Practices and prerequisites to HACCP systems.	Lecture Q&A
11:15	Working Group Exercises. Flow diagram drawing: working groups will be formed aiming at drafting meat producing process flows, in different nature and species chains in order to know the basis for the HACCP designing Discussion in plenary	Practical exercise
11:45	Coffee break & networking	
12:00	<b>Own-checks and HACCP-based systems</b> at meat processing plants.  To acquire knowledge of the main obligations of FBOs in terms of own-checks systems with specific regards to HACCP systems. To know the methodology on verification of HACCP	Lecture Q&A

	<p>plans, with specific focus on CCPs within generic and specific production processes. The subject carries interlinks with the session about audit.</p> <p>To develop familiarity with traceability systems in food sector with specific regard to the meat sector according to Reg. 178/2002 and related legislation.</p>	
13:00	Lunch break & networking	
14:00	<p>Working group exercise. Working groups will establish critical limits, monitoring procedures and corrective actions for the CCPs determined in the previous exercise</p> <p>Discussion in plenary</p>	Practical exercise
14:30	<p><b>Flexibility provisions</b></p> <p>To develop knowledge regarding the principles to be applied to FBOs obligations in terms of flexibility, according to the nature and size of establishments, with specific focus to meat processing plants (Commission notice 278/2016).</p>	Lecture Q&A
15:15	Coffee break & networking	
15:30	<p><b>Principles of auditing methodologies</b></p> <p>To acquire advanced methodologies on controls based on audits focused on meat sector. The methodology will be mainly discussed with regard to Official Controls as described in Reg. 2019/624 and Reg. 2019/627, also in comparison with reg. 854/2004; audits on HACCP based systems will be explained as well.</p> <p>To get familiar with data analysis as result of audit activities to feed risk-based controls planning according to provisions laid down in Reg. 2017/625 in relation to classification of operators on the basis of rating criteria and to Reg. Reg. 2019/627 with regards to assessment of frequency of audits to be planned.</p> <p>To know the elements of operators rating schemes and related transparency principles.</p> <p>To get familiar with the role and tasks of Health and Food Safety Audits and Analysis in audit activities.</p>	Lecture Q&A
16:30	Kahoot/ wisembly quiz	Practical exercise
16:45	Discussion in plenary concerning lessons learned	Debate/ discussion
17:00	Close of Day 2	
18:00	Social event and Networking dinner	

DAY 3		
TIME	ACTIVITY	METHODOLOGY
08:45	Registration	
08:50	Warm-up exercise	Practical exercise
09:00	<p>Visit to a meat production establishment (slaughterhouse)</p> <p>To have the opportunity to observe, in real and on the spot, meat production process.</p> <p>To interact with the FBO and quality manager and to see the major activities performed by the operator at each phase of slaughtering and how the operator deals with the obligations provided for Reg. 178/2002 and Reg. 853/2004 Reg. 2017/625 Reg. 2019/627, Reg. 2019/624, Reg. 2019/628, Reg. 2015/1375, Reg. 2073/2005, Reg.999/2001, Reg.1069/2009 and 1099/2009.</p> <p>To interact with local NCA officer and exchange views on the official controls performed at the slaughterhouse.</p> <p>To see how animal origin waste and by-products are managed at the meat producing plants, according to the level of risk.</p> <p>To have and hands on approach performing a simulation of slaughterhouse inspection in broken up groups. Performing of an exercise on collecting data about findings for risk-based controls assessment and planning according to Reg. 2017/625 (rating of operators).</p> <p>To see how risk-based control plans are implemented on the field.</p>	Observation
11:00	Coffee break & networking	
11:30	<p>On the spot debriefing session and discussion</p> <p>To discuss main findings and results of the site visit, to practice the record data analysis in order to simulate the planning of control activities and implement risk-based approach to official control.</p>	Practical exercise & Debate/ discussion
13:00	Lunch break & networking	
14:00	<p><b>Official controls concerning meat livestock</b> production (provisions on animal health, animal welfare, veterinary drugs management, Food Chain Information, identification marks and traceability)</p> <p>To have an interactive session on meat hygiene at farm level, including animal health, animal welfare, veterinary drugs management, emergency slaughtering, transporting live animals to slaughterhouses, Food Chain Information,</p>	Lecture Q&A

	<p>identification marks, traceability checks.</p> <p>To acquire basic knowledge on Good Farming Practices and principles of biosecurity measures.</p> <p>To receive information about the nature of “other official activities” as described in Reg. 2017/625.</p> <p>To have a cross checked session with the findings at the site visited</p>	
14:30	<p>Practical exercise aimed at sharing participant’s experience related to main issues concerning FCI validity, reliability, reporting and implications of under-reporting on their inspection activities</p>	Practical exercise
14:45	<p><b>Risk-based control at slaughterhouses</b> according to Reg.2017/625, Reg. 2019/624, Reg. 2019/627</p> <p>Slaughterhouses at low capacity</p> <p>Inspections in slaughterhouses, game-handling and other meat establishments:</p> <ul style="list-style-type: none"> <li>• Ante-mortem inspection</li> <li>• Post-Mortem inspection</li> </ul> <p>To know the main technical aspects of Risk-based control at slaughterhouses according to Reg. 2017/625 art. 18 and Reg. 2019/624, Reg. 2019/627; to know new risk connotations introduced by new legislation, to know the main differences in comparison with Reg. 882/2004 and Reg. 854/2004.</p> <p>To understand the use of tertiary legislation within the meat hygiene sector. In particular the provisions of art. 18 of Reg. 2017/625 will be shown and discussed with participants.</p> <p>To know the role of the Official Auxiliary within the Official Controls at the slaughterhouse according to art.18 of Reg. 2017/625 and relation to the Official Veterinarian, as long as slaughterhouse staff allowed to perform official controls in plants for poultry and lagomorphs.</p> <p>To know the difference between “responsibility” and “supervision” when it comes to the modality of control performed by the Official Veterinarian.</p> <p>To know the derogatory inspection measures to be implemented at low-capacity and/or farmed and wild game slaughterhouses, provided for in Reg. 2017/625.</p> <p>To know, within the standards of Official controls on fresh meat according to Reg. 2017/625, main flexibility and derogation exemptions (Reg. 2019/627, Reg. 2019/624)</p> <p>To know the technical aspects of inspections in slaughterhouses. In detail participants will taught in detail any provision laid down in Reg. 2017/625, Reg. 2019/624 and Reg.2019/627 regarding ante-mortem</p>	Lecture Q&A

	inspection and post- mortem inspection To be informed about requirements regarding animals to be presented to slaughter in clean conditions.	
16:15	Kahoot/ wisembly quiz	Practical exercise
16:00	Coffee break & networking	
16:15	<p><b>Risk-based inspection:</b> Specific inspection technical requirement to: ante- mortem and post-mortem inspection in relation to animal species (domestic bovine, domestic sheep/goats, domestic solipeds, swine, lagomorphs, poultry) and animal age Specific requirements for fresh meat, farmed game, wild game; Specific slaughtering procedures: emergency and delayed slaughtering Standards of Official controls; flexibility and derogations, exemptions (Reg. 2019/627, Reg. 2019/624) Principles of use of food chain information with feedback to holdings</p> <p>To know the specific technical requirements regarding the inspection procedures according to species, age, categories, special conditions of slaughtered animals provided for in Reg. 2017/625, Reg.2019/624 and Reg. 2019/627. The above requirements will be specifically detailed for ante-mortem and post-mortem inspection, including provisions for farmed and wild game. To know specific slaughtering procedures: emergency and delayed slaughtering To know the use of the food chain information within the risk management at slaughterhouse and at farm level (feedback) Reg.2019/627 art.9.; Reg 2074/2005.</p>	Lecture Q&A
17:45	Practical exercise: Decision making process in relation to findings during inspection activities	Practical exercise
18:00	Discussion in plenary concerning lessons learned	Debate/ discussion
18:15	Close of day 3	

DAY 4		
TIME	ACTIVITY	METHODOLOGY
08:45	Registration	
08:50	Warm-up exercise	Practical exercise
09:00	<p>Visit to a meat production establishment (meat processing plant)</p> <p>To have the opportunity to observe, in real on the spot, meat production process, to interact with the FBO and quality manager and to see the major activities performed by the producer along the meat food chain and how the operator deals with the obligations provided for Reg. 178/2002 and Reg 853/2004 Reg 852/2004 Reg 2073/2005;</p> <p>To see in real implementation of own-checks programmes;</p> <p>To interact with local competent authority officers and exchanging views on the official controls performed at the meat processing plant;</p> <p>To have and hands on approach performing a simulation of meat processing plant inspection in broken up groups. To perform an audit exercise, gathering information to assess the adequacy and efficacy of the HACCP/FSMS in place and implemented measures to control the hazards;</p> <p>To see how risk-based control plans are implemented on the field.</p>	Observation
11:00	Coffee break & networking	
11:30	<p>Debriefing on the field visits with special focus on animal health, zoonoses and residues controls at the Slaughterhouse</p> <p>To know obligations for Competent Authorities and in particular for the Official Veterinarian regarding the tasks of Official veterinarian at slaughterhouse regarding specific animal health issues, zoonoses, residues of veterinary drugs and contaminants. Experience acquired during site visits will be shared and discussed to strengthen capacity over the risk-based sampling as required by Reg. 2017/625, Reg.2019/624 and Reg.2019/627. To see how risk related to zoonotic diseases are managed in terms of occupational safety.</p>	Practical exercise & Debate/ discussion
12:45	Kahoot/ wisembly quiz	Practical exercise
13:00	Lunch break & networking	
14:00	<b>Requirements for <i>Trichinella</i> testing (Reg. 2015/1375) and other specified inspection procedures</b>	Lecture

	<p>To know the procedures for <i>Trichinella</i> testing, at farm and slaughterhouse.</p> <p>To get familiar with the principle of “controlled housing conditions” as described in Reg. 2015/1375.</p> <p>To know specified inspection procedures targeting specific animal health risk of zoonotic impact (e.g. Transmissible Spongiform Encephalopathies – TSEs, Cysticercosis, Tuberculosis, Brucellosis, Salmonellosis, Campylobacteriosis, VTEC etc)</p>	Q&A
14:50	Kahoot/ wisembly quiz	Practical exercise
15:00	<p><b>Microbiological criteria</b>, sampling methods (Reg. 2019/627, Reg. 2073/2005)</p> <p>To know the obligations of the operators regarding the compliance to microbiological criteria (both “food safety criteria” and “process hygiene criteria”) provided for in Reg. 2073/2005.</p> <p>To know the Competent Authority's obligations and procedures for official microbiological sampling provided for in Reg. 2019/627 and in accordance to Reg. 2073/2005.</p>	Lecture Q&A
15:45	Kahoot/ wisembly quiz	Practical exercise
16:00	Coffee break & networking	
16:30	<p><b>Official controls on Animal Welfare.</b> The role of the Animal Welfare Officer Provisions laid down in Reg. 1099/2009</p> <p>Animal welfare - stunning and bleeding</p> <p>Derogations to stunning (religious rites).</p> <p>To know the main obligations for FBOs at the time of killing with the purpose of animals’ protection according to Reg. 1099/2009</p> <p>To know the role of the Animal Welfare Officer at slaughterhouses (arrival, moving, handling, housing, stunning and bleeding of animals).</p> <p>To know about derogations to stunning by religious rites.</p>	Lecture Q&A
17:30	Educational video on animal welfare at slaughterhouse	Video exhibition
17:45	Kahoot/ wisembly quiz (on charging fees)	Practical exercise
18:00	Discussion in plenary concerning lessons learned	Debate/ discussion
18:15	Close of day 4	



DAY 5		
TIME	ACTIVITY	METHODOLOGY
08:45	Registration	
08:50	Warm-up exercise	Practical exercise
9:00	<p><b>Role of FBOs and NCA in Food Safety</b> Regional experiences sharing; plenary discussion</p> <p>To share experiences in terms of mutual roles of FBOs and NCA in food safety. Clear distinction is to be achieved mostly in the meat-producing sector, in order to establish clear relations between the parties. To illustrate new provisions introduced by new regulation 2017/625.</p> <p>To analyse in a plenary discussion, the daily relation between the company manager and the Veterinary Officer at abattoir level, where the responsibilities over the release on the market of products in compliance with EU legislation safety levels, need to be always clear.</p>	Lecture Q&A
9:30	<p><b>Official Certification</b></p> <p>To know the principles of official certification regarding food and in particular meat producing animals and meat according to Reg. 2017/625. To get familiar with the models of official certificates as provided for in Reg. 2019/628.</p>	Lecture Q&A
10:15	Coffee break & networking	
10:30	<p><b>Specific requirements for the official veterinarian, the official auxiliary and the staff designated by the competent authorities</b></p> <p>To get familiar with specific requirements for official veterinarian, the official auxiliary and the staff designated by the competent authorities</p>	Lecture Q&A
11:15	Kahoot/ wisembly quiz	Practical exercise
11:30	<p><u>Closing session</u> Revision of aims and goals of the training session on food hygiene and controls of meat, including derived products Revision of participants' expectations Final conclusions – wrap up Final knowledge test Evaluations of training session Delivery of Certificates and picture Dissemination toolkit</p>	
13:00	Close of day 5	

## ***Annex 4: Training material, outcomes and dissemination activities***

### Training material

All 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

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 surveys and questionnaires. Participants agree to be registered in the BTSF Academy and agree to be recorded during Training sessions and to take a group photo of the participants and tutors at the end of the training. Videos and photo will be published in the BTSF Academy in the corresponding Training course section and will be visible only to the registered participants in that Training course.

Please find more information regarding data protection here:

<https://btsfacademy.eu/training/mod/page/view.php?id=417>

## ***Annex 5: Contractor contact details***

The project is managed by Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH GIZ, International Services Brussels Office

**Project Manager** is Mr. **Sergio Ninotti**

**Training Coordinator** for Course Food Hygiene at Primary Production: Plant Products is

**Mr. Romano Zilli and Mrs. Mar Carretero**

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 [info@trainsaferfood.eu](mailto:info@trainsaferfood.eu) or by phone to + 322292790 telephone number.

The project website is [www.trainsaferfood.eu](http://www.trainsaferfood.eu). The website will be regularly updated with details of forthcoming courses.