

AEMTEK



CURRENT GOOD MANUFACTURING PRACTICES (cGMP) AND HAZARD ANALYSIS & CRITICAL CONTROL POINT (HACCP) WORKSHOP



**APRIL 20TH - 23RD, 2010
SAN FRANCISCO BAY AREA**

AEMTEK, INC.

46309 Warm Springs Blvd., Fremont, CA 94539

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Environmental, Food, Water &
Pharmaceutical Microbiology

Testing, Research, Training & Consulting

San Francisco • Los Angeles • China

OVERVIEW OF WORKSHOPS

GOOD MANUFACTURING PRACTICES (cGMP) WORKSHOP

DATE: TUESDAY, APRIL 20TH

TIME: 8:00 AM-5:00 PM

LOCATION: AEMTEK TRAINING ROOM, 46309 WARM SPRINGS BLVD., FREMONT, CA 94539

In addition to being a U.S. regulation (21CFR110), the current Good Manufacturing Practices are globally accepted conditions that are followed to produce safe and wholesome foods. The regulation provides guidelines for preventing product adulteration. By establishing these as the foundation of their Prerequisite Programs, food processors are able to develop HACCP programs that are concise and manageable.

This one-day workshop will review the current GMPs, the progress on the FDA's revision of the regulation, how cGMPs should be implemented, and how they are useful in the development of HACCP programs.

Participants will receive copies of course materials. Upon completion of the workshop, participants will receive certificates of attendance.

HAZARD ANALYSIS & CRITICAL CONTROL POINT (HACCP) WORKSHOP

DATE: WEDNESDAY, APRIL 21ST - FRIDAY, APRIL 23RD

TIME:

APRIL 21ST: 8:00 AM - 5:00 PM

APRIL 22ND: 8:00 AM - 5:00 PM

APRIL 23RD: 8:00 AM - 3:00 PM

LOCATION: AEMTEK TRAINING ROOM, 46309 WARM SPRINGS BLVD., FREMONT, CA 94539

HACCP is a globally accepted system for producing safe foods. The principles can be applied from 'farm to fork' in all types of food industries, and are based on the concept of identifying and evaluating hazards and identifying points in the process where control is vital to prevent or eliminate the hazards. In addition to being required by U.S. federal regulations for specific foods, this system is also being required by many customers, both domestically and internationally.

This workshop is designed to explain the basic concepts in lectures which are followed by interactive small group exercises, whereby the participants learn to apply the principles to different types of food products. This workshop is accredited by the International HACCP Alliance.

Participants will receive copies of course materials, and forms necessary to conduct the small group exercises. Upon completion of the workshop, participants will receive certificates with the International HACCP Alliance seal.

WHO SHOULD ATTEND

These workshops will be valuable to anyone starting up under HACCP, or to experienced processors who want a refresher course in HACCP basics. This includes **managers and supervisors, QA/QC personnel, HACCP auditors, and government regulators.**





ABOUT THE WORKSHOP TRAINER, NINA G. PARKINSON

Nina Parkinson is currently a food Industry consultant. She was senior scientist at the Center for Technical Assistance for the National Food Processors Association (now GMA) in Dublin, CA. She is an expert in evaluating food safety issues, assessing the microbiological integrity of prepared foods and performing audits of food processing facilities. She has international experience in the development and evaluation of HACCP plans at a variety of facilities. She has taught courses on food microbiology, Good Manufacturing Practices, sanitation, Prerequisite Programs, HACCP, Better Process Control School and the Howard mold count procedure in both English and Spanish. She has also co-authored several chapters in food safety textbooks.



RECOMMENDED HOTEL

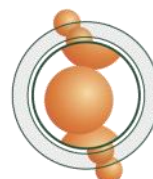
Hyatt Place Fremont/Silicon Valley

3101 West Warren Avenue, Fremont, CA 94538

Phone: 510-623-6000

Website: <http://siliconvalleyfremont.place.hyatt.com>

Located approximately 1 mile away from Aemtek



WORKSHOP ORGANIZERS

Melissa Hughes, M.S.
Training Director, Aemtek

Florence Wu, Ph.D.
President, Aemtek

cGMP WORKSHOP SCHEDULE

8:00—8:30 AM	Welcome & Continental Breakfast
8:30—8:45 AM	Introductory Comments & Course Objectives
8:45—9:45 AM	History of Current GMPs
9:45—10:00 AM	Coffee Break & Networking
10:00—10:30 AM	Personnel/Employee Hygiene
10:30—11:00 AM	Buildings & Facilities
11:00—11:30 AM	Equipment & Utensils
11:30—12:00 PM	Production & Process Controls
12:00—1:00 PM	Lunch (Provided)
1:00—1:30 PM	Warehousing & Distribution
1:30—2:00 PM	Defect Action Levels
2:00—2:30 PM	Revisions to the Regulation
2:30—3:00 PM	Global Acceptance
3:00—3:15 PM	Coffee Break & Networking
3:15—4:00 PM	Documentation & Recordkeeping
4:00—4:30 PM	Other Prerequisite Programs
4:30—5:00 PM	Questions & Answers
5:15—6:00 PM	Wine and Cheese Reception



HACCP WORKSHOP SCHEDULE

Wednesday, April 21st—Basic HACCP (Day 1)

8:00—8:30 AM	Registration & Continental Breakfast
8:30—9:15 AM	Welcome, Introductory Comments & Announcements
9:15—9:45 AM	Overview of Food Safety & HACCP Principles <i>Chapters 1 & 2</i>
9:45—10:00 AM	Coffee Break & Networking
10:00—10:30 AM	Prerequisites to HACCP/Sanitation Standard Operating Procedures <i>Chapters 3 & 4</i>
10:30—12:00 PM	Biological, Chemical, & Physical Hazards & Controls <i>Chapters 5, 6, & 7</i>
12:00—1:00 PM	Lunch (Provided)
1:00—1:15 PM	Initial Tasks <i>Chapter 8</i>
1:15—2:00 PM	Hazard Analysis & Critical Control Points <i>Chapters 9 & 10</i>
2:00—3:15 PM	Working Groups: Principles #1 & #2 <i>Task A in Notebook</i>
3:15—3:30 PM	Coffee Break & Networking
3:30—4:45 PM	Working Groups (continued)
4:45—5:00 PM	Questions & Answers
6:00—8:00 PM	Dinner in San Jose (additional fee)

Thursday, April 22nd—Basic HACCP (Day 2)

8:00—8:30 AM	Continental Breakfast
8:30—9:30 AM	Working Groups (continued)
9:30—9:45 AM	Coffee Break & Networking
9:45—11:15 AM	Reports of Working Groups
11:15—12:00 PM	Critical Limits, Monitoring & Corrective Actions <i>Chapters 11, 12, & 13</i>
12:00—1:00 PM	Lunch (Provided)
1:00—2:45 PM	Working Groups: Principles #3, #4, & #5 <i>Task B in Notebook</i>
2:45—3:00 PM	Coffee Break & Networking
3:00—4:15 PM	Reports of Working Groups
4:15—4:45 PM	Verification & Recordkeeping <i>Chapters 14 & 15</i>
4:30—5:00 PM	Questions & Answers

Friday, April 23rd—Basic HACCP (Day 3)

8:00—8:30 AM	Continental Breakfast
8:30—9:45 AM	Working Groups: Principles #6 & #7 <i>Task C in Notebook</i>
9:45—10:00 AM	Coffee Break & Networking
10:00—11:00 AM	Reports of Working Groups
11:00—12:00 PM	Implementation of HACCP <i>Chapter 16</i>
12:00—1:00 PM	Lunch (Provided)
1:00—1:45 PM	Working Groups: Managing/Implementing HACCP <i>Task D in Notebook</i>
1:45—2:15 PM	Reports of Working Groups
2:15—2:45 PM	HACCP & Regulators
2:45—3:00 PM	Workshop Overview & Summary
3:00 PM	Conclusion of Workshop

FOUR EASY OPTIONS TO REGISTER FOR WORKSHOPS

- 1) **ONLINE:** [HTTP://TRAINING.AEMTEK.COM/HACCP](http://TRAINING.AEMTEK.COM/HACCP)
- 2) **PHONE:** 510-979-1979
- 3) **FAX:** 510-668-1980
- 4) **MAIL:** AEMTEK, INC., 46309 WARM SPRINGS BLVD., FREMONT, CA 94539

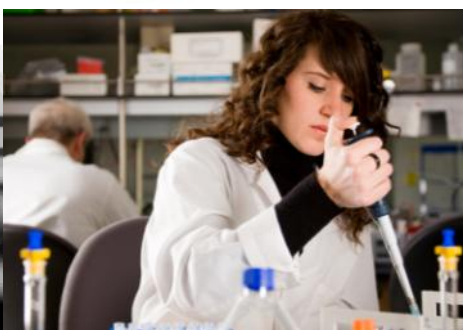


ABOUT AEMTEK

Aemtek, Inc. is a microbiology testing and research laboratory providing services to multiple industries, including food, environmental, pharmaceutical and compounding pharmacies. We specialize in detection, identification and analysis of fungi and bacteria, using morphological, physiological, biochemical, and molecular methods. We conduct contract research and testing in a wide range of subjects, in the areas of food microbiology, applied and environmental microbiology, and mycology. Aemtek has repeatedly demonstrated competence and integrity throughout all of our interactions with the regulatory agencies and our customers.

The quality of your analytical data and laboratory services impacts your products, your reputation, and the success of your business. For these reasons, choosing Aemtek's laboratory services is a sound business decision. Aemtek's accurate, fast, and reliable laboratory services save you both time and money. Our commitment to scientific excellence, quality service, and advanced technology assures our clients that their projects are done right the first time, every time, on time.

Aemtek is conveniently located in the San Francisco Bay Area, in southern Fremont.



RELIABLE SERVICE

- Consistency in data quality, technical integrity, and excellent service
- Responsive and courteous customer service
- On-time reporting
- 100% customer satisfaction guarantee

EXTRA VALUE TO CLIENTS

- Free sampling supplies for selected items
- Free sample shipping or pick-up (for projects exceeding \$200)
- Free phone consultation with our principal analyst

FAST AND AFFORDABLE

- Highly competitive price schedule
- Expedited service at a reasonable price
- Weekend analysis available



LAB #167620



LAB #167620



Environmental Laboratory Accreditation
Program (ELAP) Lab #2607

FOR MORE INFORMATION ABOUT WHAT SERVICES AEMTEK HAS TO OFFER, PLEASE CALL US AT 510-979-1979,
SEND US AN E-MAIL TO INFO@AEMTEK.COM, OR VISIT OUR WEBSITE AT WWW.AEMTEK.COM

OVERVIEW OF AEMTEK FOOD LABORATORY SERVICES

EXPERT SERVICES FOR YOUR SPECIAL NEEDS

At Aemtek, our staff includes seasoned industry professionals and knowledgeable Ph.D./M.S. scientists, who are ready to assist you with everything from simple result interpretation to the design of complex research projects. When it comes to your project, getting it done promptly and correctly is what counts. We have designed numerous research projects to meet a wide variety of needs, including:



- New product accelerated shelf life testing
- Microbial challenge studies
- Contamination trace back
- HACCP plans and audits
- Sanitation and plant hygiene monitoring programs
- Preservative system selection and efficacy
- Optimal processing and contamination barrier selection
- Packaging design, selection, and improvement
- Rapid pathogen detection
- Special laboratory projects and consulting
- Expert testimony and litigation support
- AND MUCH MORE!

ANALYTICAL SERVICES

Our services offered are a cut above the typical routine testing, and our experienced analysts at Aemtek offer extra care and attention to detail for all of your samples. Analyses are AOAC OMA, FDA BAM, USP, or equivalent compendia and standard methods, and we have an ISO-based Quality Assurance program and extensive Quality Control measures in place to ensure absolute reliability in all of our analyses.

Food Microbiology

- Microbial species identification
- Total aerobic and anaerobic plate counts
- Yeast and mold plate counts
- Total coliforms and *E. coli*
- *Lactobacillus* (lactic acid bacteria)
- *E. coli* O157:H7
- *Salmonella*
- *Listeria monocytogenes*
- *Shigella*
- *Bacillus cereus*
- *Staphylococcus aureus*
- *Pseudomonas*

Food Chemistry

- Moisture
- Ash
- Fat
- Sodium
- Potassium
- Calcium/Iron
- Lead
- Nutrition labeling
- Additives
- Contaminants
- Adulterants
- Composition



VALIDATION AND VERIFICATION PROGRAMS

We have expertise and experience to guide you through the maze of regulations and recommendations for food safety, quality and security.

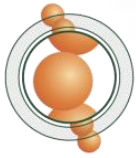
- cGMPs
- HACCP
- Sanitation SOPs (SSOPs)
- Environmental Monitoring Program (EMP)
- Preventative Maintenance
- Pest Control

FDA IMPORT DETENTION TESTING

The Food and Drug Administration (FDA) may require products with a history of being found unsatisfactory for entry into the United States to be tested by a third party laboratory. Aemtek has many years of experience in dealing with regulated imports and expertise in performing analyses to satisfy current FDA requirements, including:



- Dried food products
- Tamarind pods
- Fluoride in toothpaste and mouthwash
- Sulfites and sulfur dioxide
- Histamine in seafood
- Microbiological analyses
- Medical device leak testing
- Canned food testing
- pH and water activity
- Water phase salt
- Leachable lead and cadmium
- Earthen and ceramic wares
- Light and heavy filth
- Macroscopic filth



ATTENDEE REGISTRATION FORM

Fields marked with asterisk (*) are required

ATTENDEE INFORMATION (Please print. Use one form for each person attending.)

First Name*	M.I.	Last Name*
Title*		
Company*		
Business Address*		
City*	State*	Zip Code*
Business Phone*	Ext.	Business Fax
E-mail Address*		

WORKSHOPS & EVENTS ATTENDING*

- | | | |
|---|--------------------------------|--------------------------------------|
| <input type="checkbox"/> Current Good Manufacturing Practices (cGMP) Workshop Only
Tuesday, April 20th | \$200.00 | Total Amount Due*
\$ _____ |
| <input type="checkbox"/> Hazard Analysis & Critical Control Point (HACCP) Workshop Only
Wednesday, April 21st - Friday, April 23rd | \$650.00 | |
| <input type="checkbox"/> Both cGMP and HACCP Workshops
Tuesday, April 20th - Friday, April 23rd | \$780.00
<i>Best value!</i> | |
| <input type="checkbox"/> Dinner in San Jose
Wednesday, April 21st | \$50.00 | |

Cost of each workshop includes all training course materials, continental breakfast, lunch, break refreshments, and a certificate of course completion.

METHOD OF PAYMENT*

- ☐ Check (Please remit payment to Aemtek)
- ☐ Visa
- ☐ MasterCard
- ☐ Discover
- ☐ American Express

I am authorized to sign this Attendee Registration form on behalf of attending company and/or individual, and I have read and understand the Registration form and agree to be bound by all of its terms and conditions.

Signature*

Date*

Credit Card #

Date of Expiration

CCV # (3-4 digit code located on front/back of card)

Name as it appears on credit card

Billing Street Address

Billing City and Zip Code

I authorize Aemtek to charge my credit card for the training course, titled Understanding FDA Food Import Regulations. I agree to pay total amount due according to card issuer agreement.

Cardholder Signature

Date

TERMS & CONDITIONS

Eligible Attendees: Aemtek, Inc. reserves the right to determine eligibility of any company and/or individual to attend course, and reserves the right to reject or prohibit any company and/or individual, with or without giving cause.

Refund/Cancellation Policy: Aemtek, Inc. reserves the right to modify or cancel any training course or workshop. In the event of a cancellation, all attendees will be informed as soon as possible, and receive a full reimbursement of course fees only. Any refund requests received at least 7 days prior to the training course will be fully refunded, minus a \$6 processing fee. No refunds will be issued after this period. However, the attendee's registration may be transferred to a colleague with written notification.

Photography and/or videotaping are strictly prohibited inside Aemtek facilities, and during training course presentations.



AEMTEK, INC.

46309 Warm Springs Blvd.
Fremont, CA 94539

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