MS 1480 HACCP INTERNAL AUDITING TRAINING

Course Title: MS 1480 HACCP Internal Auditing Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training equips participants with the competencies required to conduct internal audits for HACCP systems based on MS 1480:2019. The course introduces audit principles according to ISO 19011, HACCP-specific auditing techniques, PRP auditing, hazard analysis verification, CCP/OPRP audits, documentation review, evidence collection, nonconformity writing, and corrective action evaluation. Participants will learn how to audit HACCP plans effectively and support organisational food safety compliance and certification readiness.

OBJECTIVE(S):

- Understand MS 1480:2019 HACCP requirements from an auditor's perspective.
- Learn ISO 19011 auditing principles and auditor competencies.
- Develop skills in planning, conducting and reporting HACCP internal audits.
- Audit PRPs, hazard analysis, CCP/OPRP controls, and monitoring activities.
- Identify nonconformities and write objective, evidence-based audit findings.
- Conduct verification of corrective actions and evaluate audit effectiveness.
- Strengthen organisational readiness for HACCP certification audits.

TARGET GROUP(S):

- Internal Auditors
- QA/QC Personnel
- HACCP Team Leaders & Members
- Production & Operations Supervisors
- Food Manufacturers, Processors & Handlers
- Anyone involved in HACCP auditing activities

ENTRY REQUIREMENT(S):

- Able to read, write, and communicate in Malay/English

TOPIC(S):

1. Overview of MS 1480:2019 HACCP Requirements
2. ISO 19011 Auditing Principles
3. Auditor Roles, Responsibilities & Competencies
4. Internal Audit Programme & Planning
5. Developing HACCP Audit Checklists
6. Auditing PRPs (Cleaning, Hygiene, Pest, Allergen)
7. Auditing Process Flow, Hazard Analysis & Risk Evaluation
8. Auditing CCPs, OPRPs & Monitoring Controls
9. Auditing Documentation & HACCP Records
10. Identifying NCs & Writing Audit Findings
11. Root Cause Analysis & Corrective Actions
12. Internal Audit Simulation & Reporting

LIST OF REFERENCE BOOK(S):

- MS 1480:2019 Standard
- ISO 19011:2018
- Codex HACCP Guidelines

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies
- Internal audit simulation

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TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration & Introduction
9:00 am – 9:45 am	Topic 1: Overview of MS 1480 HACCP Requirements
9:45 am – 10:30 am	Topic 2: ISO 19011 Auditing Principles & Competencies
10:30 am – 10:45 am	**Morning Tea Break**
10:45 am – 11:30 am	Topic 3: HACCP Internal Audit Programme & Planning
11:30 am – 12:30 pm	Topic 4: Developing HACCP Audit Checklists
12:30 pm – 1:30 pm	**Lunch Break**
1:30 pm – 2:30 pm	Topic 5: Auditing PRPs (Cleaning, Hygiene, Pest, Allergen)
2:30 pm – 3:30 pm	Topic 6: Auditing Hazard Analysis & Risk Evaluation
3:30 pm – 3:45 pm	**Afternoon Tea Break**
3:45 pm – 5:00 pm	Workshop: Evaluating Hazard Analysis & PRP Effectiveness

TRAINING SCHEDULE

Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1
9:00 am – 9:45 am	Topic 7: Auditing CCPs, OPRPs & Monitoring Activities
9:45 am – 10:30 am	Topic 8: Auditing HACCP Documentation & Records
10:30 am – 10:45 am	**Morning Tea Break**
10:45 am – 11:30 am	Topic 9: Identifying NCs & Writing Audit Findings
11:30 am – 12:30 pm	Topic 10: Corrective Action & Root Cause Analysis
12:30 pm – 1:30 pm	**Lunch Break**
1:30 pm – 2:30 pm	Topic 11: Conducting Opening & Closing Meetings
2:30 pm – 3:30 pm	Topic 12: Internal Audit Simulation (Practical Session)
3:30 pm – 3:45 pm	**Afternoon Tea Break**
3:45 pm – 5:00 pm	Final Workshop: Audit Reporting & Follow-Up