



Welcome the trainees and explain to them why they are here to learn:


- Hygiene training is critical for building knowledge and understanding of employees and for developing the competency to produce safe food packaging.
- Hygiene training is also a key customer requirement and a requirement of standards such as the BRC/IoP Packaging Standard.
- Tell the trainees what they are going to learn about the purpose of packaging, the main risks to it e.g. foreign objects, chemicals and bacteria and the importance they play in ensuring that the packaging that the company produces is safe for use with food.
- The short presentation consists of 30 slides and can take anywhere from 30 minutes to 1 1/2 hours depending on the level of discussion generated.
- Welcome feedback and discussion from the trainees.
- Explain about the end Q & A quiz. It's important they listen to the presentation but stress that the quiz is not an exam.
- The quiz is to check the effectiveness of the presentation as a measure of the trainees understanding of the course content.
- The quiz is not a memory test and can be completed using the booklet methodology and track a refer

Why Food Packaging Hygiene is Important

- Millions of tonnes of packaging are manufactured throughout the world every year
- Around 70% of all packaging manufactured is used for packaging food
- The main purpose of food packaging is to transport, protect and preserve food products
- Appearance and quality are very important to our customers and our products
- Food packaging safety are contamination by **foreign bodies, chemicals and bacteria**
- Companies must identify all potential food packaging safety hazards and put in place appropriate systems and controls in place to ensure that our packaging is safe for use with food

This is a slide from the 'Introduction to Food Packaging Hygiene' presentation. It should be put into practice what you learn.

WE COUNT ON OUR SYSTEMS WORK!



Ask questions to check understanding

1. Talk about why quality and hygiene are important to customers e.g. consumer safety and brand protection.
2. Explain that the company has carried out a Food Safety Risk Assessment e.g. a Hazard Analysis or HACCP system to identify all potential foreign body, chemical and bacterial contaminants and the control measures to minimise their risk.
3. If you have Critical Control Points in your system ask "do they know what they are and what their responsibilities are for monitoring them."
4. In addition to the above contaminants if you have any "packaging defects critical to consumer safety" within your system, print faults such as missing / wrong ingredients you can introduce these consequences of a "nut" printed ingredient error to the consumer?

Foreign Bodies

A foreign body is anything that can physically contaminate the food packaging

Typical foreign bodies are glass, blades, sharp objects, nuts, bolts, bits of machinery, hairs, stationery, animal droppings, dust, dirt, tape, hair, paper, cardboard, off-



Foreign bodies are the ones that can cause harm to the consumer
 Foreign Objects or Blades



Please
 ...
 ...
 ...
DEFECT - FOREIGN BODY
REPORT

the risk of foreign body contamination
 ... and procedures at all times.
 ... potential foreign bodies into the workplace

1. Ask the trainees if they can identify the specific controls that are in place to prevent foreign body contamination. e.g. blade control, glass control, pest control, personnel hygiene rules
2. Use an example of a young child about 3 years old that uses your food product. Explain the potential ramifications of foreign body contamination, this e.g. customer complaint, environmental health issues, litigation etc.
3. Explain the due diligence defence. As long as all preventive measures have been taken and can be demonstrated then the company may not be prosecuted.

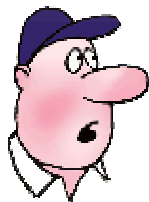
Chemicals

Chemicals can be an important source of contamination if they are not handled and used safely

- Typical chemicals may be inks, solvents, lacquers, oils, adhesives, dyes, etc.



- When referred to packaging they can be a source of contamination and cause harm to consumers
- Manufacturers should ensure that labels are clearly visible at all times



ALWAYS
REPORT

Chemicals in properly designed and sealed containers can be securely closed.

Chemicals near open or exposed products

1. Ask the trainees to name the chemicals that are used in the factory.
2. Highlight the importance of taking care with chemicals near unprotected products – e.g. what precautions should be taken?
3. Point out the importance of following instructions on chemical containers and for using protective equipment e.g. the dangers of prolonged skin contact, clothing, gloves where required.

Bacteria

Bacteria are found everywhere, some are friendly and others are harmful and can cause food poisoning

The main sources of food poisoning bacteria are people, insects, dust, soil, dirt, refuse

exist in the manufacture much lower than that of a business especially if the packaging is not in direct contact with food

Handling food packaging can be a source of food poisoning bacteria, which is transferred to food. To make the product safe, eat it very quickly



When you use a telephone, handle money, make meals, or use public facilities, you gather bacteria. You can remove many of these bacteria by **WASHING YOUR HANDS** and **SCRUBBING YOUR FINGERS**.

1. Explain that humans can carry harmful invisible bacteria such as (Staphylococcus aureus and other bacteria) on their hands and these can only be removed or reduced by effective hand washing at the critical times.
2. Ask the trainees what other controls have been implemented to minimise the risk of bacterial contamination e.g. protective clothing, hygiene programmes, pest control, eating, drinking and smoking restrictions.
3. If you have a return to work / reporting illness procedure in place, ensure the trainees if they are aware of it and understand it?

Personal Hygiene - Do's!

Excellent standards of personal hygiene are essential to ensure that our packaging is safe for use with food products

- Do cover cuts, sores and open wounds with a blue metal-detectable plaster

- Wash your hands correctly, such as using soap and overalls

- Wash your face regularly especially after sneezing, drinking or smoking

- Report to your supervisor if you are suffering from any illness or contact with any disease likely to be transmitted through food, such as infected wounds, skin complaints or diarrhoea

- Do not wear jewellery



The... and procedures are in place to ensure our products are safe for our customers products.

YOU CAN MAKE THE DIFFERENCE!

1. For each of the do's ask the trainee why they can do it and why it is important that they do!
2. Explain why a "blue metal-detectable" plaster is used. e.g.
 - Metal strip - to allow a plaster to be detected during metal detection carried out by the food manufacture.
 - Blue - to enhance visual identification. Have you ever seen blue food?"
3. Incorporate any of your own specific do's – ask the trainees for their own thoughts and ideas.
4. If you are asked why jewellery is a potential contaminant explain that it can harbour dirt and grime and can contain small pieces of metal.

Personal Hygiene - Don'ts!

Excellent standards of personal hygiene are essential to ensure that our packaging is safe for use with food products

❑ Don't eat, drink or smoke outside of designated areas

❑ Don't bring personal items into production areas
e.g. perfume, aftershave

❑ Don't sneeze or cough near food packaging
to avoid contamination!




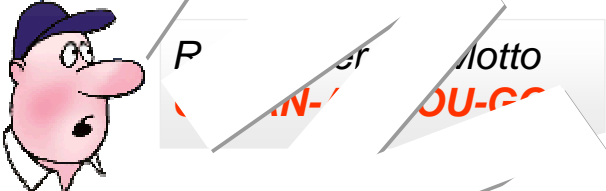
The... and procedures are in place to ensure our products are safe for our customers products.
YOU C... MAKE THEM WORK!

1. For each of the don'ts ask the trainees why they can't explain why it is important that they don't!
2. Incorporate any of your own specific don'ts into the training for their own thoughts and ideas.

Cleaning

Regular cleaning is the key to removing foreign bodies, dirt and waste, which could contaminate product, encourage pests or allow bacteria to grow

- Try to keep work area as clean and tidy as possible
- Wash hands until you have moved or touched products
- Always follow manufacturers instructions on cleaning products
- Remember to store cleaning equipment away from the work area when you go home

1. Before looking at the slide ask "Why should we clean?"
2. Ask the trainees what cleaning programmes are in place in their area / department, what they clean, the equipment used and how often cleaning is carried out.
3. Talk about the importance of keeping a record of cleaning to monitor the effectiveness of the cleaning programme, which should show an increase or decrease in frequency and secondly to show that you have done this as part of due diligence.
4. A clean working environment is a safer and more enjoyable place to work.

Study the Food Packaging Safety Hazards



Study the illustration of a manufacturer with poor hygiene and list the hazards that may be of risk to the safety of the product.

H. THEP 1975

1. Ask the trainees to study the diagram for approximately 15 minutes "in pairs" and list as many of the potential contaminants as they can.
2. Tell them that there are 19 potential contaminants – if they can spot more great!
3. Compile the results on a flipchart or board and list the remaining unidentified contaminants.

T. Food Packaging Safety Hazards



Spiders web
Food poisoning bacteria
Glass
Make up
Sneezing and coughing
Litter
Flies
Lubricants
Blades
Jewellery
Foodstuffs
Dirt and grime
Personal items
Hairs
Dirt and grime
Smoking
Engineering parts
Rodents
Inks



...ch c ...s for an explanation of
t. ...d Par ... Safety ...

1. Working down the list click the link to read an explanation of each of the food packaging safety hazards.
2. Before clicking the link ask the trainees what they think the hazard could be.
3. Once all 19 of the explanations have been discussed run through the quick quiz.

Quiz instructions:

1. Allow approximately 20 minutes for the quiz.
2. Separate the trainees into pairs.
3. Hand out a question paper for each trainee to complete.
4. Allow the trainees to use the booklets as a reference.
5. When finished run through the answers asking the trainees to fill in the correct and incorrect answers.
6. Ask the trainees to sign and date their question sheet.
7. The trainer signs and dates all collected question sheets.
8. Keep the question sheets as an attendance / training record.

And Finally

1. Ask for feedback on the usefulness of the course, what was good and interesting and what was bad and of no use at all etc.
2. Remind the trainees that the company has an obligation to customers to provide safe packaging. And that they have a responsibility for following rules and standards at all times.
3. Ask them to put into practice what they have learned as the systems will not work without their help.
4. Thank them for their time.

Spiders Web

Because the spiders web is directly above the work area there is a potential for

to drop

the

- a spider's web design that either...
either...
p... is not...
operation or the...
working eff



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F Poisoning Bacteria

This fine fellow looks as though he is returning from a successful day to the toilet his

extremely important
washed after
visiting toilet, eating,
drinking, smoking and
the main
for transferring
poisoning bacteria
packaging



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G

Glass is easily smashed and is a contaminant with the potential to cause injury.

Items such as bottles, jars, and containers should not be taken into the factory.



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Wash-up

Cosmetics and strong smelling aftershave or perfume
or packaging
corn

ssive!



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Sneezing and Coughing

Sneezing and coughing can carry droplet infection for a considerable distance and near

hands should be washed



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Lesson

Regular cleaning is essential for preventing the build up of dirt, grime

- ... that could
- ... odors
- ... u-Go policy
- ... opted



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F.

If Electric Fly Killers (EFK's)
are in place they should be
working - and

not being
on being
on being



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Lubricants

Maintenance work such as oiling a fan should not be carried out if the fan is damaged or if there are any special products.



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Blades

Blades are small, difficult to see and are a contaminant with the potential to cause injury. Consumers should be advised to inspect products and use them safely at all times.



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Jewellery

Jewellery can harbour dirt and bacteria

In addition to large and small

items, jewellery packaging

should be cleaned at all times



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F...stuffs

Eating and drinking in a production environment can be a cause of contamination. This is a risk for food safety and quality. Contamination can be caused by bacteria.



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C and Grime

Rolling or storing food packaging on the floor can cause damage and transfer any other contaminants that may be present.

- Equipment should be stored on a pallet or other elevated surface.



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Personal Items

Who knows what's in the bag?

- Personal items such as mobile phones, keys, tools, or bits
- Personal items with the potential for harm, such as food
- Personal items that should not be brought into the factory



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Protective head coverings such as caps, hairnets and snoods are used to prevent contamination from the hair. They should be fully enclosed.



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C and Grime

There are two issue here firstly the packaging is in contact with floor

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...oth
...onstr... hygiene
...n be a cause
... of... on



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Smoking

Smoking can be a cause of contamination both from smoking and from the action, bacteria



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E. Lifting Parts

Carrying out maintenance work with unprotected products presents a

- Carrying out maintenance work with unprotected products presents a risk of injury from falling small and light objects such as oils and greases.
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Rodents

Pests such as rats and mice are a source of food poisoning, diseases and contaminate food.

They also damage property and health.

- Control of rodents is also possible either a preventive or control programme is not implemented or it is not operated effectively.



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Chemicals such as inks can contaminate food packaging if they are handled

should be
removed when
used in a
sealed
lid
con



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