

**15<sup>th</sup> September 2014 - General overview, exclusion from the scope, flexibility and HACCP**

<i>Time</i>	<i>Topic</i>	<i>Tutor</i>
08.15	Registration of participants	
08.30	Welcome addresses - Course background, objectives & expected results	Training coordinator: Alberto Mancuso
08:50	Flexibility through the Hygiene Regulations: general overview and concept: <ul style="list-style-type: none"> <li>• legal bases; flexibility provisions included in the FHP</li> <li>• guidance document of the EC</li> </ul>	Alberto Mancuso
09.30	Activities excluded from the scope of the hygiene Regulation: general provisions, examples	Ana Barreira
10.20	Flexibility in relation to building, lay out and equipment of establishments for reasons other than "traditional methods" and "geographical constrains"	Alberto Mancuso
10.40	Questions and answers	
10.50	Coffee break	
11:20	State of art in the EU	DG Sanco representative: Ancuta-Paula Nicodim
11.40	The DG SANCO report 2010-6150 on the application of the hygiene regulations in small establishments producing meat and meat products of mammals and dairy products: main findings, areas of concern, best practices	Ana Barreira
12.10	Flexibility with regard to the implementation of procedures based on the HACCP principles, and facilitation of the implementation of the HACCP principles in certain food businesses: scope and practical examples	Andreas Wunsch
13.10	Questions and answers	
13.30	Lunch break	
14.30	Flexibility with regard to Regulation (EC ) n° 2073/2005; scope and practical examples	Andreas Wunsch
15.15	Breakout Session: Case Studies on Flexibility with regard to the implementation of procedures based on the HACCP principles	
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 ( <i>using the audience response system</i> )	All tutors
17.30	Conclusions of Day 1 (summary of main topics)	Andreas Wunsch
17.45	End of Day 1	
20.00	Dinner	

### **16<sup>th</sup> September 2014 - Field visits**

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

#### Group 1

08.30	Departure from hotel.
09.30	Field visit to an establishment benefitting from the flexibility provisions operating in the milk sector: Sociedade Agro-Pecuária Vale De Seia, Lda. (Quinta Rio Tinte), Ponte de Santiago, Seia
11.00	Transfer
11.15	Field visit to an establishment benefitting from the flexibility provisions operating in the milk sector: António Anastácio & Filhos Lda., Catraia de São Romão, Seia
13.00	Transfer to restaurant Museu do Pão, Seia
13.30	Lunch break
14.30	Departure, Return to hotel / training venue
15.30	Debriefing: discussion on the outcomes of the field visit, questions and answers
16.30	Coffee break
16.50	Continuation - Debriefing: discussion on the outcomes of the field visit, questions and answers
17.30	End of Day 2
20.00	Dinner

#### Group 2

09.00	Departure from hotel.
09.30	Field visit to an establishment benefitting from the flexibility provisions operating in the meat sector: Nova Casa Dos Leitões - Augusto Virgílio Sousa & Filhos, Lda., Lugar Peneireiro, Aguim, Anadia; Piglets slaughterhouse, roasted piglets production
13.00	Lunch break
14.00	Departure, Return to hotel / training venue
15.00	Debriefing: discussion on the outcomes of the field visit, questions and answers
16.00	Coffee break
16.20	Continuation - Debriefing: discussion on the outcomes of the field visit, questions and answers
17.00	End of Day 2
20.00	Dinner

**17<sup>th</sup> September 2014 - Flexibility, traditional methods and products, geographic constraints**

<i>Time</i>	<i>Topic</i>	<i>Tutor</i>
8.30	Flexibility provisions pursuant to Article 7 of Regulation (EC) n° 2074/2005: foods with traditional characteristics.	Luca Nicolandi
9.10	Flexibility measures to enable the continued use of traditional methods: state of the art, practical examples	Alberto Mancuso
9.50	Flexibility measures to accommodate the needs of food businesses situated in regions that are subject to special geographic constraints: state of the art, practical examples	Luca Nicolandi
10.40	Questions and answers	
11.00	Coffee break	
11.30	Implementation of flexibility and achievement of objectives of the Hygiene Regulations	Alberto Mancuso
12.00	Participants contribution: the implementation of flexibility on traditional methods and traditional products in the Member States	Selected participants
12.40	Questions and answers	
13.00	Lunch break	
14.00	Breakout Session: Case Studies on foods with traditional characteristics	
15.00	Plenary Session: presentation of the results of case studies from representatives of the Working Groups	
15.30	Coffee break	
16.00	Discussions and interactive participants' response ( <i>using the audience response system</i> )	All tutors
16.30	Conclusions of Day 3 (summary of main topics)	Alberto Mancuso
16.45	End of Day 3	
17:15	Transfer to Coimbra City Centre for guided tour	
20.00	Social dinner at "Restaurante Nacional"	

### **18<sup>th</sup> September 2014 - Field visits**

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

#### Group 1

09.00	Departure from hotel.
09.30	Field visit to an establishment benefitting from the flexibility provisions operating in the meat sector: Nova Casa Dos Leitões - Augusto Virgilio Sousa & Filhos, Lda., Lugar Peneireiro, Aguim, Anadia; Piglets slaughtherhouse, roasted piglets production
13.00	Lunch break
14.00	Departure, Return to hotel / training venue
15.00	Debriefing: discussion on the outcomes of the field visit, questions and answers
16.00	Coffee break
16.20	Continuation - Debriefing: discussion on the outcomes of the field visit, questions and answers
17.00	End of Day 4
20.00	Dinner

#### Group 2

08.30	Departure from hotel.
09.30	Field visit to an establishment benefitting from the flexibility provisions operating in the milk sector: Sociedade Agro-Pecuária Vale De Seia, Lda. (Quinta Rio Tinte), Ponte de Santiago, Seia
11.00	Transfer
11.15	Field visit to an establishment benefitting from the flexibility provisions operating in the milk sector: António Anastácio & Filhos Lda., Catraia de São Romão, Seia
13.00	Transfer to restaurant Museu do Pão, Seia
13.30	Lunch break
14.30	Departure, Return to hotel / training venue
15.30	Debriefing: discussion on the outcomes of the field visit, questions and answers
16.30	Coffee break
16.50	Continuation - Debriefing: discussion on the outcomes of the field visit, questions and answers
17.30	End of Day 4
20.00	Dinner

**19<sup>th</sup> September 2014 - Flexibility and Official Controls**

<i>Time</i>	<i>Topic</i>	<i>Tutor</i>
08.30	Flexibility and implications for official controls <ul style="list-style-type: none"><li>• assessment of the implementation of flexibility provisions by competent authorities</li><li>• use of guides to good practice and implications for official controls</li></ul>	Filippo Castoldi
09.10	Best practices for official controls when flexibility is applied: general presentation and contribution from selected participants	Filippo Castoldi
09.40	National measures and notification process	Alberto Mancuso
10.00	Questions and answers	
10.20	Coffee break	
10:40	Granting of individual flexibility measures and documentation in individual establishments	Andreas Wunsch
11.00	Guidance for FBO and CA on flexibility measures available at National level: the importance of awareness, practical examples	Alberto Mancuso
11.20	Questions and answers	
11.40	<i>Lessons learned – topics covered</i>	Alberto Mancuso
12.00	Conclusions <ul style="list-style-type: none"><li>• On-line evaluation of training</li><li>• Training certificates</li><li>• End of the training session</li></ul>	Project leader – Training coordinator
12.30	Lunch break	
13.30	Travel to airport for participants who have an afternoon flight	
20.00	Dinner (for those with flights on the day after)	