FOREIGN SUPPLIER VERIFICATION PROGRAMS (FSVP)
COMBINATION COURSE INFORMATION PACKET

Western Growers
15525 Sand Canyon Irvine, CA 92618
Tuesday, April 21 – Thursday, April 23, 2020
8:00 AM – 5:00 PM (Days 1 - 3)

POINTS OF CONTACT

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Kathy.gombas@gmail.com  snichols@wga.com  (708) 563-8188

COURSE INFORMATION

FSPCA Foreign Supplier Verification Programs Combination Course
( Participant Course PLUS Lead Instructor Course)

Prerequisites:
1. Participants must be an approved Lead Instructor candidate
2. Participants must be present for the entire course, please plan travel accordingly

Course Description:
This course combines the FSPCA Foreign Supplier Verification Programs participant course with the FSPCA Foreign Supplier Verification Programs Lead Instructor course.

FSPCA Foreign Supplier Verification Programs (FSVP) Course
This course will provide participants with the knowledge to implement the requirements of the “Foreign Supplier Verification Programs (FSVP) for Importers of Food for Humans and Animals” regulation of the U.S. Food and Drug Administration (FDA). This regulation is one of a number of regulations and guidance that implement the provisions of the 2011 Food Safety Modernization Act (FSMA), which focuses on safe food practices. This course is designed for:

1. U.S.-based importers who meet the definition of “importer” in the FSVP rule, which includes those who own or are the consignee of food at the time of entry, or, if no owner or consignee exists, the U.S. agent or representative of the foreign owner.

2. Others who have an interest in ensuring that the requirements of the FSVP rule are met, including brokers, exporters, foreign suppliers of food that will be exported to the U.S., persons/business owners who currently buy food from foreign sources, and representatives of foreign governments.

The FSVP curriculum was designed by regulatory, academia, and industry professionals and developed with funding from FDA as part of the FSPCA. In contrast to the Preventive Controls (PC) rules, the FSVP rule does not require you to attend a training program following a “standardized curriculum” recognized by FDA. Attending this course, however, will help you understand the FSVP requirements and how those requirements can be met in your particular circumstance.
FSPCA Foreign Supplier Verification Programs Lead Instructor Course

This course provides the Lead Instructor candidate the knowledge and tools needed to perform the duties of a Lead Instructor for the Foreign Supplier Verification Programs course. The course content is focused on strategies to aid in the effective instruction of the activities and documentation that support the creation and implementation of Foreign Supplier Verification Programs. Administrative tasks for issuing Food Safety Preventive Controls Alliance certificates are also covered as well as a refresher on effective presentation for the adult learner.

On Day 3 there is a Practicum “teach back” where each person will be asked to present a few slides from the curriculum (in English) to demonstrate your instructor skills and understanding of the FSPCA training materials. Failure to demonstrate instructor skills and an understanding of FSPCA training materials through participation in exercises, questions asked, and teach back observations may result in you not receiving your Lead Instructor certificate.

Completing this instructor training allows you to deliver the FSPCA Foreign Supplier Verification Programs course as a Lead Instructor.

COURSE MATERIALS

All course materials will be provided at the course location.

TRAINING LOCATION

Western Growers
15525 Sand Canyon Irvine, CA 92618

MEALS

Box lunches, coffee, tea, water, soda and snacks provided daily. All other meals are on your own.

HOTELS

Courtyard by Marriott Irvine Spectrum (2 miles to WG)
7955 Irvine Center Dr., Irvine, CA 92618
Phone: (949) 453-1033
Website: https://www.marriott.com/hotels/travel/snasi-courtyard-irvine-spectrum/?scid=bb1a189a-fec3-4d19-a255-54ba596febe2

DoubleTree by Hilton Irvine Spectrum (2 miles to WG)
90 Pacifica, Irvine, CA 92618
Phone: (949) 471-8888
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### AIRPORT INFORMATION
- **John Wayne Airport (SNA)** (7 miles to WG)  
  [https://www.ocair.com](https://www.ocair.com)  
  (949) 252-5200
- **Los Angeles World Airports (LAX)** (45 miles to WG)  
  [https://www.flylax.com/](https://www.flylax.com/)  
  (855) 463-5252

**Additional questions?** Contact [fspca@iit.edu](mailto:fspca@iit.edu)

## COURSE AGENDA
This Lead Instructor course agenda is covered in **three days**.  
You must be present for the entire course in order for you to receive your Lead Instructor certificate.  
**Plan your travel accordingly.** Late arrival and/or early departure will prevent issuance of certificate.

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<thead>
<tr>
<th>Day 1</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>8:00 AM - Noon</td>
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<tr>
<td><strong>FSPCA FSVP Instructor Materials Overview</strong></td>
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<tr>
<td>Assign Chapters 2, 3, 4, 6, 8 for Practicum “Teach Back”&lt;sup&gt;2&lt;/sup&gt;</td>
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<tr>
<td><strong>Instructor Skills Overview</strong></td>
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<tr>
<td><strong>Preface</strong>: Introduction to the FSVP Course</td>
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<tr>
<td><strong>Chapter 1</strong>: Context: FSMA and FSVP</td>
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<tr>
<td><strong>Chapter 2</strong>: Setting the Stage: Building the Foundation for the FSVP Process &amp; Exercise&lt;sup&gt;1&lt;/sup&gt;</td>
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<tr>
<td>Lunch (provided)</td>
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<tr>
<td>1:00 - 5:00 PM</td>
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<tr>
<td><strong>Chapter 8</strong>: Importer Identification</td>
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<tr>
<td><strong>Chapter 3</strong>: Overview of Requirements &amp; Exercise</td>
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<td><strong>Preventive Controls and Produce Safety Session</strong></td>
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<tr>
<td>Questions / Expectations for Day 2</td>
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<tr>
<td>Adjourn</td>
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</tbody>
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<sup>1</sup> All exercises focus on review of the Exercise Objective and how Instructors can use adult learning concepts to adapt exercises to facilitate learning.

<sup>2</sup> On Day 3 there is a Practicum “teach back” where each person will be asked to present a few slides from the curriculum (in English) to demonstrate your instructor skills and understanding of the FSPCA training materials. **Failure to demonstrate instructor skills and an understanding of FSPCA training materials through participation in exercises, questions asked, and teach back observations may result in you not receiving your Lead Instructor certificate.**

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Issue Date: Jan. 23, 2020; Superseded Date: New
# Day 2

**8:00 AM - Noon**

- Sign-in, Questions from Previous Day
- **Chapter 4**: Hazard Analysis & Exercise
- PCHF FDA Draft Hazards Guide (inform participants of this optional module explaining use of Appendix 1 so they can teach during FSVP participant courses if they choose)
- **Chapter 5**: Evaluation and Approval of Foreign Supplier
- **Chapter 6**: Foreign Supplier Verification

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**1:00 – 5:00 PM**

- **Chapter 7**: Reevaluation Foreign Supplier Performance
- **Chapter 9**: Importance of Records & Exercise
- **Chapter 10**: FDA Oversight
- **Course Delivery & Administration**
- LI Candidates Prepare for “Teach Back” (after adjournment and through the evening - room may be available after 5 pm)
- Lunch (provided)
- Questions / Expectations for Day 3

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**Adjourn**

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# Day 3

**8:00 AM - Noon**

- Sign-in, Questions from Previous Day
- **Exercise**: Practicum “Teach Back”
- Lunch (provided)

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**1:00 – 5:00 PM**

- **Exercise**: Practicum “Teach Back” (continued)
- Final Questions, Certificates, Course Evaluations

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**Adjourn**

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1. All exercises focus on review of the Exercise Objective and how Instructors can use adult learning concepts to adapt exercises to facilitate learning.

2. On Day 3 there is a Practicum “teach back” where each person will be asked to present a few slides from the curriculum (in English) to demonstrate your instructor skills and understanding of the FSPCA training materials. Failure to demonstrate instructor skills and an understanding of FSPCA training materials through participation in exercises, questions asked, and teach back observations may result in you not receiving your Lead Instructor certificate.