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TSI Advanced Food Safety Certification: General requirements for trainers and training centers

TSI QUALITY SERVICES

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1. Introduction

This document describes the General requirements for trainers and training centres approved for *TSI Advanced Food Safety Qualification* Scheme.

TSI provides Accredited Advanced Food Safety Qualifications (Level 4 and Level 5). The certification scheme is accredited by the Emirates International Accreditation Centre (EIAC).

The Emirates International Accreditation Centre (EIAC) which was formerly known as Dubai Accreditation Center (DAC) is the official apex accreditation body of Dubai, UAE. Being a pioneer in conformity assessment activities in the Gulf region, EIAC is **internationally recognised** in most of the accreditation fields.

For more information about this accreditation, please visit the below EIAC site:

https://eiac.gov.ae/directory/details/T-TSI

2. Scope of certification

The scheme has two titles which match two levels of certification:

1. "Certified in Advanced Food Safety Level 4".

   Certified person in Advanced Food Safety Level 4 is a person who works in the food safety field and has a high level of knowledge of food safety hazards, including microbiological hazards, chemical hazards, physical hazards, and HACCP principles. They accomplish this by understanding controls of hazards and managing food safety in different food sectors.

2. "Certified in Advanced Risk-based Food Safety Level 5".

   Certified person in Advanced Risk-based Food Safety Level 5 is a person who works in the food safety field and has a high level of knowledge of food safety hazards and controls and food safety culture. They accomplish this by understanding how to assess the risks related to food safety, apply the food safety legal requirements, manage food safety incidents and crisis, and outbreaks investigation.

3. Registration Criteria for Training Centres

To become an approved TSI training centre, the training centre shall submit the following:

- Copy of valid professional trade license.
- Company Logo (High resolution).

- Copy of VAT certificate (Tax certificate if applicable).
- Trainer documents as mentioned in clause (4) (Approval Criteria for Trainers).

TSI will review the documents and update the status within 3 working days!

4. Approval Criteria for Trainers

Trainers must demonstrate that they have the relevant qualification, knowledge, experience, and skills in the food safety field.

For approval to become a TSI Advanced Food Safety trainer, the trainers shall submit the following:

- TSI accredited Advanced Food Safety Level 4 certificate. (*And a TSI-accredited Risk-based Food Safety Level 5 certificate for trainers who would apply for teaching the TSI-accredited Risk-based Food Safety Level 5 course*).
- Educational Qualification degree/ diploma related to food safety, e.g., Food Science, Food Engineering, Food Technology, Food Safety Environmental and/ or Public Health, Food Microbiology, Microbiology or Biotechnology, Biochemistry, etc.
- Minimum 2 years of food safety-related experience or approved trainer from a local authority.
- Certificate in teaching, e.g., train the trainer certificate.

5. Responsibilities of Training Centres

1. Training centre shall have at least one Advanced food safety level 4/5 trainer approved by TSI.

2. Training centres shall assess the competency and qualification of a nominated candidate before conducting training as mentioned in clause (8) of this document.

3. Training centres shall ensure that the candidate receives the correct information about the type of training required. Such information must be provided before the registration of the candidate for training.

4. Training centres shall notify the training sessions to TSI at least 24 hours before the training schedule. The notification must include the following:

   - Training dates and timings
   - Name of the trainer
   - Details of the venue
   - Number of trainees (Maximum 16 candidates per session)

5. Training centres shall book the exam in advance using the link provided by TSI.

6. Training centres shall provide the details of the candidates one day before the exam.

7. Any changes in the planned schedule of the training shall be reported to TSI immediately.

8. Training centre is responsible for the trainer's compliance with the below requirements.

6. Responsibilities of Trainers

1. Trainers must have the necessary skills to deliver the training program effectively.

2. The trainer shall only use the materials approved by TSI.

3. The trainer shall develop a training plan to cover all the training outcomes.

4. Training sessions shall be conducted in suitable and dedicated rooms solely for training. The meeting link should be shared with TSI in advance if it is online training.

5. The room shall be as quiet as possible and free from other activities that could distract trainees.

6. Trainers should consider expanding the learning hours when a participant reveals learning disabilities, language barriers or other factors which may inhibit learning during training.

7. Responsibilities of TSI

1. Implement the requirements of ISO 17024:2012 and EIAC requirements.

2. Set and review applicants' competency and administrative criteria (pre-requisite criteria).

3. Safeguard impartiality as per the requirements of ISO 17024:2012.

4. Analysis of the assessment results and taking the necessary actions for continual improvement.

5. Investigate complaints reported by applicants, candidates, or local authorities as per ISO 17024:2012 and EIAC requirements.

6. Investigate the appeals when candidates report as per ISO 17024:2012 and EIAC requirements.

7. Cancellation or suspension of certificates whenever a candidate fails to meet the certification requirements.

8. Provide high-quality service for the applicants, candidates, trainers, and training centres.

9. Conducting examinations.

10. Issuing and communicating results and certificates.

11. Dealing with malpractice.

12. Obtaining and evaluating candidates' feedback.

13. Conducting announced and unannounced audits of training sessions.

8. Required competence and prerequisites for applicants

The candidate must have the necessary competencies to manage food safety and ensure compliance with legal requirements. They should have both food safety and managerial skills essential to guide the food handlers and make proper food safety decisions when needed. The following criteria apply for the formal qualification necessary to fulfil their tasks effectively:

1. Advanced Food Safety Level 4:

Competency Requirements	Evidence Required
Role of candidate: 1. Manager, supervisor, or team leader in a food-related industry. 2. Food safety trainer, consultant, inspector, auditor, or a technical person in a food laboratory. 3. Students who have passed the first two years of their degree related to food safety.	A letter about their role from the organisation they work in. For students, a Letter from the university or college which mentions that they have passed the first 2 years of their degree and have also attended an internship program, industrial visit (minimum of 3 full day visits) or project work (for a period of 2 to 3 months) can undergo Advanced Food Safety Level 4.

Competency Requirements	Evidence Required
Education and experience: The candidate shall meet at least one of the following requirements: 1. have a diploma/degree related to food safety. 2. A student who has passed the 2nd year of a food safety-related degree. 3. Has a minimum of 2 years' experience in the food industry.	Any of the following documents: 1. Graduation/ Diploma certificate. 2. A letter from the university. 3. Work experience letter.
Language skills: The candidate shall be able to communicate in English.	The candidate shall be able to: 1. understand the initial communication in the application stage. 2. fill out the application.
Training: The candidate shall attend the training conducted by an approved TSI training centre.	The candidate must attend 38 hours: - 28 hours minimum of trainer-led learning. - 10 hours minimum of self-based learning (e.g., assignment or evening reading).

2. Advanced Risk-based Food Safety Level 5:

Competency Requirements	Evidence Required
Role of candidate: 1. Manager, supervisor, or team leader in a food-related industry. 2. Food safety trainer, consultant, inspector, auditor, or a technical person in a food laboratory.	A letter about their role from the organisation they work in.

Competency Requirements	Evidence Required
Education and experience: The candidate shall meet at least one of the following requirements: 1. have a diploma/degree related to food safety. 2. Has a minimum of 2 years' experience in the food industry, including 1 year at least in a supervision or managerial role.	Any of the following documents: 1. Graduation/ Diploma certificate. 2. Work experience letter.
Food Safety Qualifications: The candidate shall have a TSI-accredited advanced food safety level 4.	TSI-accredited advanced food safety level 4 certificate.
Language skills: The candidate shall be able to communicate in English.	The candidate shall be able to: 1. understand the initial communication in the application stage. 2. fill out the application.
Training: The candidate shall attend the training conducted by an approved TSI training centre.	The candidate must attend 45 hours: - 35 hours minimum of trainer-led learning. - 10 hours minimum of self-based learning (e.g., assignment or evening reading).

9. Examination

The candidates shall be able to answer a written exam:

1. Multiple Choice Questions (MCQs) to assess the knowledge skills of the candidate.
2. Subjective exam to assess the understanding skills of the candidate.
3. Case studies (as a part of the written exam) are used as simulations to assess the competency of knowledge application.

The pass mark is **70%**, and the merit mark is **90%**. The duration of the exam is 2 hours.

Note: If the candidate failed in the first attempt, they are eligible to attend the re-sit exam (2 times) free of charge.

10. Validity of certificates

Each candidate who passes the assessment will be eligible to receive a certificate valid for five years from the date of decision-making.

11. Suspension/ Withdrawal of Trainers/ Training centres

TSI might need to discontinue the training session in case of any non-compliance, such as:

a. unauthorised trainers provide training.

b. unauthorised materials or contents are used for training.

c. unregistered candidates or candidates who are not eligible for the training are included in the training.

d. Unauthorised or unsuitable premises are used for training.

e. Any other issues that could seriously impact the training or certification process.

12. Prices

1. Advanced Food Safety Level 4:

Training Centre Registration	Free of charge
Training material	1000 AED / 275 USD
Certification of a batch of candidates (1 – 5)	275 AED / 75 USD per candidate
Certification of a batch of candidates (6 – 10)	250 AED / 68 USD per candidate
Certification of a batch of candidates (11 – 16)	200 AED / 55 USD per candidate
Handbook	200 AED / 55 USD per piece

* VAT (TAX) will be added (when applicable).

2. Advanced Risk-based Food Safety Level 5:

Training Centre Registration	Free of charge
Training material	1500 AED / 410 USD
Certification of a batch of candidates (1 – 5)	325 AED / 89 USD per candidate
Certification of a batch of candidates (6 – 10)	300 AED / 82 USD per candidate
Certification of a batch of candidates (11 – 16)	250 AED / 68 USD per candidate
Handbook	200 AED / 55 USD per piece

* VAT (TAX) will be added (when applicable).

Annex: Learning objectives for Advance Food Safety qualification

1. Advanced Food Safety Level 4:

Outcome	Sub outcome	Learning Objectives
1. Introduction to Food Safety.	1.1. Foodborne Illness	1.1.1. Define the term 'Foodborne illness' with relevant examples. 1.1.2. Explain the consequences of a food outbreak.
2. Food hazards	2.1. General	2.1.1. Define the term 'food hazard' with relevant examples. 2.1.2. Explain the main risks of biological, chemical, and physical food hazards.
	2.2. Biological hazards	2.2.1. Identify the types of biological and microbiological hazards in food. 2.2.2. Explain the main characteristics of the

Outcome	Sub outcome	Learning Objectives
		biological and microbiological hazards in food.
		2.2.3. Explain the differentiation between the two main types of food born illness (infections and intoxication).
	2.3. Chemical hazards	2.3.1. Identify the main common allergens in food.
		2.3.2. Explain the main characteristics of the chemical hazards in food and their main controls.
	2.4. Physical hazards	2.4.1. Identify the main sources of physical hazards and their main controls.
3. Control measures	3.1. Premises, facilities & equipment	3.1.1. Explain the main control measures related to premises.
		3.1.2. Explain the main control measures related to facilities.
		3.1.3. Explain the main control measures related to equipment.
	3.2. Good hygiene practice (GHP)	3.2.1. Explain how to create a safe hand washing procedure.
		3.2.2. Identify the important times for hand washing during food production.
		3.2.3. Explain the safe handling of food during storage and preparation.
		3.2.4. Explain the requirements of safe personal hygiene standards.

Outcome	Sub outcome	Learning Objectives
		3.2.5. Explain the requirements of fitness for work policy.
		3.2.6. Explain the requirements of safe storage and display for high-risk foods.
		3.2.7. Explain the requirements of safe food storage and holding for food items.
		3.2.8. Explain the requirements of effective management of cleaning practices.
		3.2.9. Explain the requirements of effective pest control and waste management practices.
	3.3. Safe (Standard) operating procedures (SOPs)	3.3.1. Demonstrate competence in creating SOPs.
		3.3.2. Explain effective on-the-job training of food handlers in the GHP activities they are involved in.
	3.4. Safe supplier assurance program	3.4.1. Explain the main components of safe supplier assurance program.
	3.5. Food preservation methods	3.5.1. Explain the main food preservation types.
	3.6. Food labelling	3.6.1. Food labelling requirements.
4. HACCP	4.1. General	4.1.1. Explain the main difference between GHP and HACCP.
		4.1.2. Identify the five main preliminary steps.
		4.1.3. Explain the 7 HACCP principles.

Outcome	Sub outcome	Learning Objectives
		4.1.4. Demonstrate ability to complete a basic HACCP plan.
5. Managing food safety	5.1. Food Safety Culture	5.1.1. Identify the main elements of food safety culture. 5.1.2. Explain what makes a good food safety culture.
	5.2. Training and communication	5.2.1. Identify the main benefits of food safety training and communication.
	5.3. Food control	5.3.1. Identify the main food safety legislation requirements, including.
	5.4. Digital transformation of food safety	5.4.1. Identify the importance of digital solutions to manage food safety.

2. Advanced Risk-based Food Safety Level 5:

Outcome	Sub outcome	Learning Objectives
1. Risk analysis	1.1. General	1.1.1. Explain the difference between "hazard" and "risk" in the context of food safety. 1.1.2. Identify other food safety issues (food fraud and threats).

Outcome	Sub outcome	Learning Objectives	
	1.2. Risk assessment	1.2.1. Investigate internal and external threats to food safety. 1.2.2. Analyse the risk factors related to a food safety hazard. 1.2.3. Justify the significant hazards using the risk assessment model. 1.2.4. Analyse risk interdependency related to the food chain.	
2. Food law	2.1. Food law history	2.1.1. Critique end-product testing approach. 2.1.2. Analyse the new modern legislation related to the HACCP approach.	
	2.2. UAE food law	2.2.1. Explain the main requirements of UAE Federal Food Safety Law 10 / 2015. 2.2.2. Explain the difference between law, local regulations, standards, and technical regulations. 2.2.3. Identify the legal status of the Dubai Food Code.	

Outcome	Sub outcome	Learning Objectives	
3. Food hazards	3.1. Characteristics	3.1.1. Identify the main characteristics of food safety hazards (Biological, chemical, and physical). 3.1.2. Identify the sources of significant hazards. 3.1.3. Explain the mechanism of pathogens' growth. 3.1.4. Explain the types of chemical hazards in food.	
4. Outbreaks investigation	4.1. General	4.1.1. Identify foodborne disease outbreaks. 4.1.2. Explain the causes of disease outbreak.	
	4.2. Investigation process	4.2.1. Explain the process of the outbreak investigation process. 4.2.2. Analyse the information about the outbreak. 4.2.3. Communicate the results of the investigation to the interested parties.	
5. Food safety management systems	5.1. General	5.1.1. Identify types of food safety management systems. 5.1.2. Limitation of End-Product Testing.	

Outcome	Sub outcome	Learning Objectives
	5.2. Food safety management systems	5.2.1. Explain the difference among (GHP, HACCP and TACCP). 5.2.2. Evaluate the importance of each management system. 5.2.3. Explain the difference between implementation and certification.
	5.3. Digital transformation of food safety	5.3.1. Explain how food safety digital solutions can be applied in food operations.
6. Food Safety Culture	6.1. Food Safety Culture	6.1.1. Identify the consequences of food safety culture failure. 6.1.2. Explain the factors of food safety culture excellence.
7. Food Safety Crisis Management	7.1. Food Safety Crisis Management	7.1.1. Identify the difference between incidents and crisis related to food safety. 7.1.2. Explain the Crisis Management Basic Model.

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