SQF INTERNATIONAL CONFERENCE
IDEA EXCHANGE SESSIONS
Thursday, November 7, 2013, 10:15 a.m. – 11:15 a.m.
Multiple Locations

FORMAT

Join fellow food safety professionals in a peer-driven informal discussion about today's top food safety topics. This one hour session will give you an opportunity to reflect on and share what you've learned at the conference, exchange best practice ideas and take home actionable solutions to your toughest food safety challenges.

- Each topic will be led by a facilitator who will get the conversation going and keep it on track
- The size of each discussion group ranges from 10-30. Please see the chart below to determine the maximum size of each discussion groups.
- PLEASE DO NOT OVERCROWD THE ROOM/TABLE. If there is no seating available, please move to another room/table. A discussion will not be valuable to participants if the room is too crowded.
- Some of the topics are repeated in different rooms. If the first room is full, please try another room.
- Please observe the "non-commercialization" policy and do not engage in any kind of product or services sales pitch.
- Space for each discussion topic is limited. Please plan accordingly and select more than one topic of interest in advance in case your first choice is no longer available.

LOCATIONS

- Please consult the chart below to determine the location of your chosen idea exchange session and refer to the map to find this location. Some discussion groups are held in separate meeting rooms and these have a higher capacity (up to 35 per discussion). Some discussions will be held in the large ballroom (Kentucky D) where there will be rounds of 10. On each banquet table you will find a sign indicating the table number and topic of discussion.

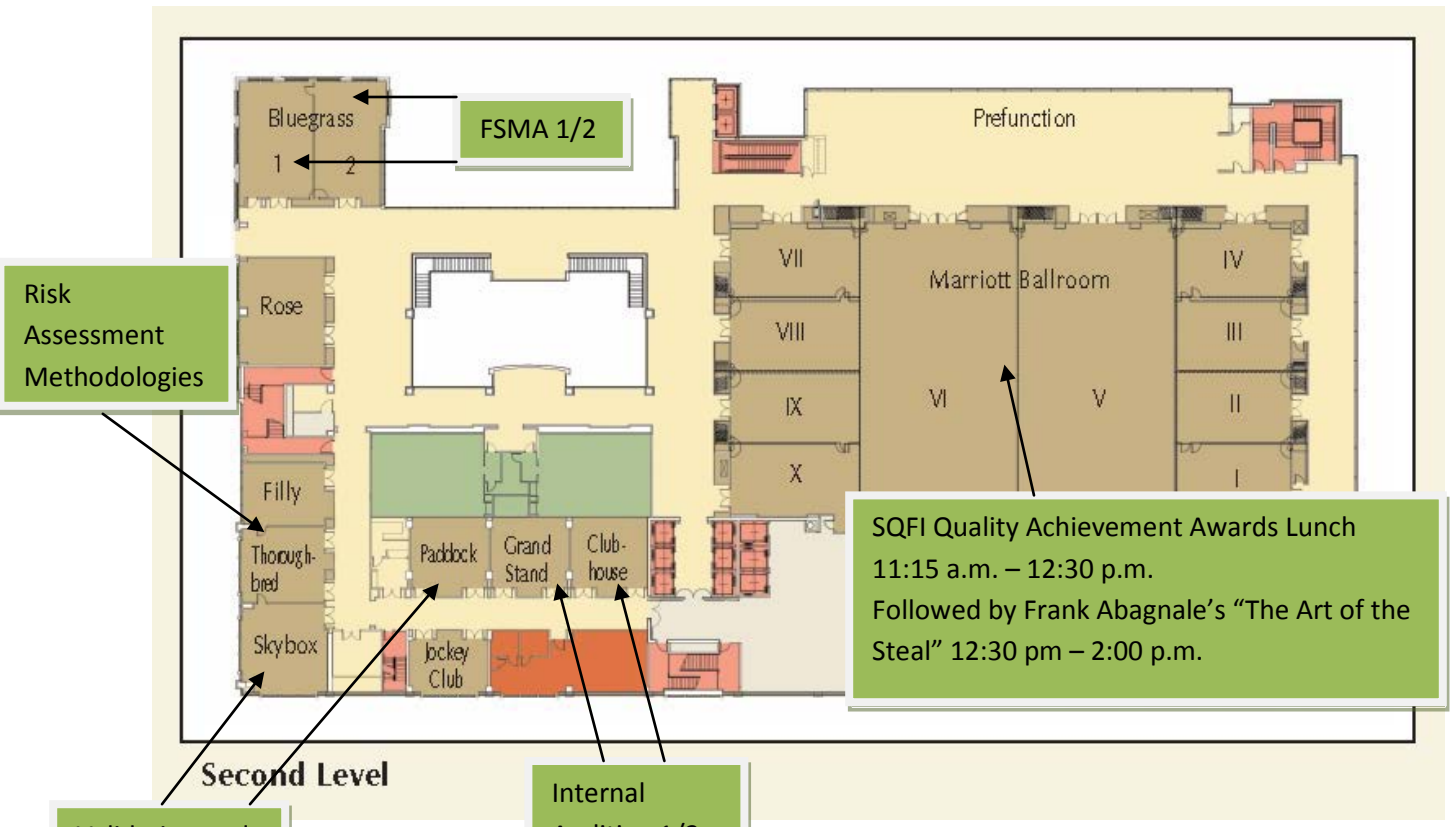
TIME

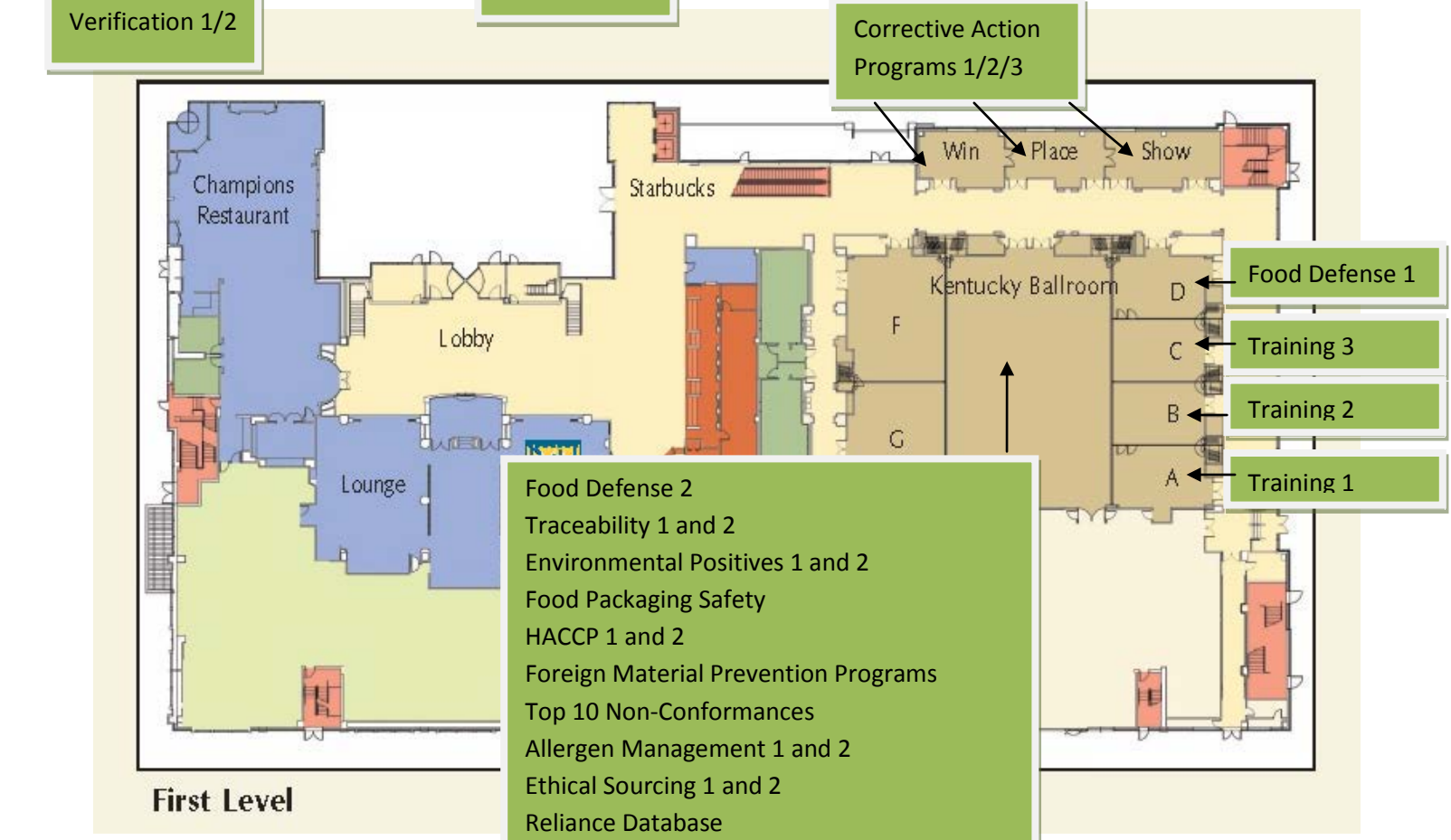
- The discussion groups will start at 10:15 a.m. and end at 11:15 a.m. The SQFI Quality Awards Luncheon will take place immediately afterwards from 11:15 a.m. – 12:30 p.m. in the Marriott Ballroom VI-VI. We have a tight schedule, so please try to be on time!

TOPICS AND LOCATIONS

Table #	Room	Location	Max Capacity	Idea Exchange Topic	Facilitator
1	Bluegrass 1	Second Level	35	FSMA 1	Bob Strong
2	Bluegrass 2	Second Level	35	FSMA 2	Rena Pierami
3	Skybox	Second Level	35	Validation and Verification 1	Roger Roeth
4	Paddock	Second Level	30	Validation and Verification 2	Mark Weighner
5	Clubhouse	Second Level	30	Internal Auditing 1	Tom Vogel
6	Grandstand	Second Level	30	Internal Auditing 2	Cathy Crawford
7	Thoroughbred and Filly	Second Level	35	Food Safety Risk Assessment Methodologies	Gary Daniels
8	Win	First Level	23	Corrective Action Programs 1	Clare Winkel
9	Show	First Level	23	Corrective Action Programs 2	Christina Astorga
10	Place	First Level	23	Corrective Action Programs 3	Dyane Burke
11	Kentucky A	First Level	28	Training Programs 1	Geoff Schaadt
12	Kentucky B	First Level	28	Training Programs 2	Kristie Grzywinski
13	Kentucky C	First Level	28	Training Programs 3	Laura Nelson
14	Kentucky D	First Level	28	Food Defense 1	Rich Gibson
15	Kentucky E	First Level - Ballroom	10	Food Defense 2	Tom Benthien
16	Kentucky E	First Level - Ballroom	10	Traceability 1	Guyneth Outsen
17	Kentucky E	First Level - Ballroom	10	Traceability 2	Yuksel E.
18	Kentucky E	First Level - Ballroom	10	Environmental Positives 1	Julie Wankowski
19	Kentucky E	First Level - Ballroom	10	Environmental Positives 2	Dave Evanson
20	Kentucky E	First Level - Ballroom	10	Food Packaging Safety	James Huang
21	Kentucky E	First Level - Ballroom	10	HACCP 1	Jason Young
22	Kentucky E	First Level - Ballroom	10	HACCP 2	Jennifer McCreary
23	Kentucky E	First Level - Ballroom	10	Foreign Material Prevention Programs	Lance Taylor
24	Kentucky E	First Level - Ballroom	10	Top 10 Non-Conformances	Bill McBride
25	Kentucky E	First Level - Ballroom	10	Allergen Management 1	Ahmed Vavda
26	Kentucky E	First Level - Ballroom	10	Allergen Management 2	Leann Chuboff
27	Kentucky E	First Level - Ballroom	10	Ethical Sourcing 1	Danesi Dokpesi
28	Kentucky E	First Level - Ballroom	10	Ethical Sourcing 2	Dawn Walter
29	Kentucky E	First Level - Ballroom	10	Reliance Database	Mike Farrell
30	Kentucky E	First Level - Ballroom	10	Pest Management	Chelle Hartzer
31	Kentucky E	First Level - Ballroom	10	Auditor Competency	Kim Onett
32	Kentucky E	First Level - Ballroom	10	Compressed Air	Pam Hutton

HOW TO FIND THE ROUNDTABLE DISCUSSIONS (THURSDAY, NOV. 7, 10:15 AM – 11:15 A.M)





SQF INTERNATIONAL CONFERENCE IDEA EXCHANGE SESSIONS
Thursday, November 7, 2013, 10:15 am – 11:15 am

PLEASE NOTE: These questions are "starter" questions. The facilitator will lead the discussion using these questions as a guide, but participants are encouraged to add their own questions!

Discussion # 1 – FSMA 1
Moderator: Bob Strong
Location: Bluegrass 1 (Second Level)

Discussion Questions:

1. Do you think FSMA is moving us in the right direction and how?
2. Are the proposed allergen requirements to avoid cross-contact too strict?
3. Should FSMA require environmental monitoring and if so in what types of food processors?
4. Preventive controls vs. CCPS - is this going to be causing any of you concerns about its implementation?
5. Should FSMA add a requirement to have an approved supplier program?

Discussion # 2 – FSMA 2
Moderator: Rena Pierami
Location: Bluegrass 2 (Second Level)

Discussion Questions:

1. What types of training are you planning to use for your qualified individual required under the Preventive Controls proposed rule?
2. Do you have concerns about the terminology used in the Preventive Control rule (e.g. preventive controls vs. CCPs) and how will you align this terminology with the current terminology/concepts associated with HACCP and your certification schemes?
3. Should FSMA require environmental monitoring in the preventive controls rule and for what types of products?
4. Are you importing any ingredients and products? What are your current thoughts on how to comply with the Foreign Supplier Verification Program (FSVP) rule on reviewing the supplier's FDA regulatory compliance prior to importing?
5. Continuing with the FSVP rule, what types of verification activities would you do to assure the supplier is controlling identified hazards? How would you keep these verifications current to address changes the supplier might take in raw material sourcing, formulation changes, equipment changes, etc.?

Discussion # 3 – VALIDATION AND VERIFICATION
Moderator: Roger Roeth
Location: Skybox (Second Level)

Discussion Questions:

1. What is the difference between verification and validation?
2. How can a food safety plan be validated?
3. What are some examples of verification and review of effectiveness for pre-requisite programs?
4. What are some of the best ways to document the verification and validation activity?
5. What is the frequency required to perform verification and validation for the Food Safety Plan or for Pre-requisite Programs?

Discussion # 4 – VALIDATION AND VERIFICATION 2
Moderator: Mark Weighner
Location: Paddock (Second Level)

Discussion Questions:

1. Give me, in 10 words or less, a definition of Validation and Verification.
2. What components of a food safety plan should be validated?
3. What components of a food safety plan should be verified?
4. What is the difference between a food safety fundamental requirement and a pre-requisite program?
5. What should be evaluated when assessing effectiveness of each program?

Discussion # 5 – INTERNAL AUDITING 1
Moderator: Tom Vogel
Location: Clubhouse (Second Level)

Discussion Questions:

1. What is the biggest challenge to conducting internal audits?
2. What kind of training do your internal auditors receive?
3. Which is better: doing the audits all at once or spread out over the year?
4. Is it realistic in your facility to have a team of internal auditors?
5. How do you make internal audit results relevant to senior management?

Discussion # 6 – INTERNAL AUDITING 2
Moderator: Cathy Crawford
Location: Grandstand (Second Level)

Discussion Questions:

1. Other than the Practitioner, what role in the company might assist the internal auditing process by sharing responsibility for the program?
2. What is the best way you've found to communicate results?
3. What is the best way you've discovered to ensure follow-up?
4. How do you ensure objectivity and determine when a documented corrective action is required?
5. Does your company use a scoring system and do you think scores enhance the process?

Discussion # 7 – FOOD SAFETY RISK ASSESSMENT METHODOLOGIES
Moderator: Gary Daniels
Location: Thoroughbred and Filly (Second Level)

Discussion Questions:

1. How do you define a truly viable risk, where do you say “enough is enough”?
2. What tools do you use for risk assessment, i.e. Simple Risk Matrix, forms, brainstorming
3. What do you include in the risk assessment, i.e. packaging, vendor facility & supply chain risks?
4. Where do you get information to conduct a risk assessment? i.e. MSDS, websites
5. What have you found is your biggest challenge to completing a thorough risk assessment?
6. Problems you have experienced when conducting a risk assessment.
7. How do you communicate the risks to your employees to ensure they properly control them?

Discussion # 8 – CORRECTIVE ACTION PROGRAMS 1
Moderator: Clare Winkel
Location: Win (First Level)

Discussion Questions:

1. How do you actually investigate corrective actions?
2. Do you know how to extract real information out of your daily records
3. How do make a real difference on the processing room floor?
4. How do you know when you have REALLY solved the problem?
5. How do you record what you have done so that the problems and the solutions are not lost for future staff?

Discussion # 9 – CORRECTIVE ACTION PROGRAMS 2
Moderator: Christina Astorga
Location: Show (First Level)

Discussion Questions:

1. What reason do most corrective actions fail?
2. How do you conduct an investigation? Who is involved? What is the proper way to record the results?
3. How do you identify a trend and when are preventative measures called for and not just the immediate action?
4. How do you communicate the results to senior management to meet the Management Responsibility section of the Code? How do you communicate to the plant staff?
5. How do you verify corrective actions are followed and validate that the change was effective?

Discussion # 10 – CORRECTIVE ACTION PROGRAMS 3
Moderator: Dyane Burke
Location: Place (First Level)

Discussion Questions:

1. Has anyone had success managing multiple corrective action programs (meaning internal audit findings, third party audit findings, maintenance issues, etc…) or are you more successful at putting everything into one place to manage?
2. What are some techniques you have used to keep focus on completing corrective actions in a timely manner?
3. What are some techniques you have used to make corrective actions a plant program and not just a QA program?
4. How do you insure that corrective actions are driving to root cause and not just temporary fixes?
5. For those of you with solid corrective action programs, how often do you meet? Is there a plant team? Who is on the team?

Discussion # 11 – TRAINING PROGRAMS 1
Moderator: Geoff Schaadt
Location: Kentucky A (First Level)

Discussion Questions:

1. How do you know training will change the targeted behaviors?
2. How do you determine if a compliance problem is truly due to a lack of training?
3. How do you know when employees need to be trained or retrained?
4. What is your onboarding process for new employees?
5. How do you approach retraining of veteran employees?
6. What tools (besides training!) do you use to facilitate learning and compliance?

Discussion # 12 – TRAINING PROGRAMS 2
Moderator: Kristie Gryzwinski
Location: Kentucky B (First Level)

Discussion Questions:

1. How do you analyze job performance to be sure conformance is being achieved?
2. How do you determine if a compliance problem is truly due to a lack of training?
3. How do you determine when employees need to be trained or retrained?
4. How do you get new employees familiar with company policies, processes and procedures?
5. How do you approach retraining of veteran employees?
6. What tools (besides training!) do you use to facilitate learning and compliance?

Discussion # 13 – TRAINING PROGRAMS 3
Moderator: Laura Dunn Nelson
Location: Kentucky C (First Level)

Discussion Questions:

1. Management commitment is important for a strong food safety culture. How do you incorporate/convey your management's commitment to food safety to your employees?
2. Typically, front line supervisors have similar training to hourly works yet new research indicates they have a unique role in sustaining a strong food safety culture. Do you offer unique training to your front line supervisors? What are the key learning objectives for those training courses? How do you measure the training success?
3. Progressive companies understand that effective training programs are measureable and dynamic/changing to drive continuous improvement. How do your food safety training programs evolve?

4. Companies with strong food safety cultures place a high value on training and have moved away from 'one and done' to more frequent, repeated training on food safety. When do you train your employees on food safety?
5. What challenges do you face in driving a strong food safety culture?

Discussion # 14 – FOOD DEFENSE 1
Moderator: Rich Gibson
Location: Kentucky D (First Level)

Discussion Questions:

1. When assembling the food defense policy do you use the code as the guide or a different method such as ORM, TEAM, Carver + Shock, etc.?
2. How does your organization ensure food defense levels are maintained while using third party temporary employment agencies?
3. Is your organization utilizing security cameras, if so, where (interior and exterior), how are they monitored and are they on their verification schedule?
4. Do you find that the food defense policy is a way of life or a program in place to satisfy audit requirements?
5. How involved is or has senior management been in the development and maintenance of the food defense program?

Discussion # 15 – FOOD DEFENSE 2
Moderator: Tom Benthien
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. Are the elements of your current Food Defense policy/ program been determined adequate? Are all Food Defense coordinators trained?
2. Does your current Crisis Management policy address ALL aspects of social media? Has it been reviewed by your legal staff?
3. Have you conducted a vulnerability audit for your food upstream/ downstream? Have the corrective actions been implemented?
4. Have you conducted "reasonable suspicion" training for your managers?
5. Is your recall program interfaced with your crisis management program? Have you conducted validation exercises?

Discussion # 16 – TRACEABILITY 1
Moderator: Guyneth Outsen
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What is required to be traced in the SQF code requirements?
2. What is the difference between lot identification, traceability, withdrawal and recall?
3. Are 4 SOP's required?
4. How do you trace ingredients that are recycled or bulk stored?
5. What is the best method to ensure that all of the traceability links are captured in the traceability program?
6. Are the traceability team members identified and responsibilities defined?
7. Are there success criteria defined in the SOP?

Discussion # 17 – TRACEABILITY 2
Moderator: Yuksel E.
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What would a broad definition of traceability (for a food manufacturing facility)?
   What elements of traceability fail the most? What are the root causes of the (se) element(s) failure(s)?
2. What would be the secret for repeated successful traceability exercises?
3. Who are generally the responsible parties for assuring traceability at a facility?
4. What should be the traceability assurance / verification for the facility if the facility is relying on external resources (external warehouses or corporate departments, etc.)?

Discussion # 18 – ENVIRONMENTAL POSITIVES 1
Moderator: Julie Wankowski
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. How has your organizational culture changed over the last few years regarding management attention to the EMP program?
2. Is the level of expertise in your organization appropriate for addressing positive EMP results and the resulting investigation? If not, what is missing?
3. Do you feel your EMP is providing useful information? If not, what information do you think is missing?
4. Do you think the food manufacturing industry has kept pace with the evolving concepts and principles relative to EMP's and their application?
5. Are you comfortable with the tools available and used at your organization for taking environmental samples?

Discussion # 19 – ENVIRONMENTAL POSITIVES 2
Moderator: Dave Evanson
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. How has your organizational culture changed over the last few years regarding management attention to the EMP program?
2. Is the level of expertise in your organization appropriate for addressing positive EMP results and the resulting investigation? If not, what is missing?
3. Do you feel your EMP is providing useful information? If not, what information do you think is missing?
4. Do you think the food manufacturing industry has kept pace with the evolving concepts and principles relative to EMP's and their application?
5. Are you comfortable with the tools available and used at your organization for taking environmental samples?

Discussion # 20 – FOOD PACKAGING SAFETY
Moderator: James C Huang
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What do (should) food processors require from their packaging suppliers with respect to regulatory compliance? Should food processors require audits of packaging suppliers?
2. If audits of packaging suppliers are required, what should the auditors be looking for?
3. How can food processors and packaging suppliers best assure and document safety and regulatory compliance for packaging materials which do not need review and approval by government authorities?
4. What can (should) packaging suppliers do to give food processors confidence that packaging and packaging materials are safe and have appropriate regulatory status?

Discussion # 21 – HACCP 1
Moderator: Jason Young
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. Are support documents available and accurate to support the Critical Limit?
2. How do you determine if the Hazard Analysis is complete?
3. What methods are used to “verify” and “validate” critical limits?
4. Are monitoring frequencies justified? Statistically valid?
5. What are appropriate methods to review the HACCP Plan annually?
6. How do you know when your HACCP Plan needs to be reassessed?

Discussion # 22 – HACCP 2
Moderator: Jennifer McCreary
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What are best practices for maintaining an effective HACCP system?
2. How do we gain 'buy-in" for our HACCP System from all levels within our facility?
3. What has been the biggest struggle for your company in maintaining HACCP?
4. How do we make sure that the SQF Practitioner is not the only person who knows HACCP?
5. What are some resources that you have used to develop and maintain HACCP?

Discussion # 23 – FOREIGN MATERIAL PREVENTION PROGRAMS
Moderator: Lance Taylor
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What are the primary types of foreign material that you find in your product?
2. What methods do you use to prevent foreign material from getting into the product?
3. What specific policies or procedures do you use to control hazardous contaminants such as glass or knife blades? For example, how do you audit for glass & brittle plastic in your facility?
4. What product protection devices do you use to control &/or monitor for foreign material?
5. How do you verify that the product protection devices themselves are not a potential source for foreign material?
6. What personnel-related policies do you have in place to prevent foreign material from entering your plant?

Discussion # 24 – TOP 10 NON-CONFORMANCES
Moderator: Bill McBride
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. As a supplier, what do you do differently when you know the top non-conformances? How do they relate to your SQF system? Does it make any difference to your facility and SQF system?
2. As an auditor, what do you do differently when you know the top non-conformances? Does it make any difference to the way you audit?
3. It seems like the same non-conformances are repeated year after year. Looking at the recently reported 10 non-conformances, what can you do to eliminate the top 2 from the list for next year?
4. How can SQF improve consistency when interpreting the SQF code elements?
5. Should SQF continue to track the top non-conformances? Is there anything else that would be more useful to report?

Discussion # 25 – ALLERGEN MANAGEMENT 1
Moderator: Ahmed Vavda
Location: Kentucky E (First Level - Ballroom)

Discussion Questions

1. Allergen is one of the major causes of recalls. How do we protect our brands?
2. Do we really validate our allergen cleaning methods?
3. How do we ensue we are complying with the allergen regulations in the countries of export?
4. Allergens are perfectly safe food for the vast population. How do we prepare our employees to understand the severity of the risks?
5. When should "May contain" statement be used?
6. Who should be trained on allergen control?

Discussion # 26 – ALLERGEN MANAGEMENT 2
Moderator: Leann Chuboff
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. How can we prevent recalls due to undeclared allergens?
2. Does SQF need to tighten their standards on allergen management and control?
3. Should SQF provide more training or guidance on allergen management, validation methods, or control methods?
4. What is the number one reason for issuing a non-conformance due to allergens?
5. What is the biggest challenge to an operator for developing a true allergen control plan?

Discussion # 27 – ETHICAL SOURCING 1
Moderator: Danesi Dokpesi
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. How does your organization define Ethical Sourcing?
2. What programs does your company have for Ethical Sourcing?
3. What is the main business driver for ethical sourcing?
4. What are the biggest obstacles to implementing an ES program?
5. What is/has been your organization's main benefit from the ES program?
6. Does your organization advertise its Ethical Sourcing program?

Discussion # 28 – ETHICAL SOURCING 2
Moderator: Dawn Walter
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. Is your company receiving customer requests for "Ethical Sourcing" audits to be conducted?
   a. How frequently do you receive requests and what timeframe are you given for completion?
   b. What type of audit? Internal information gathering and sharing, GFSI standard, conducted by customer, Customer specific third party auditing firm/audit
   c. What is the frequency customers are requesting for this type of audit/information?
   d. What background/experience do the auditors have conducting these audits?
2. Who in your company has been involved in the auditing process and follow up actions? (HR, Safety, Environmental, QA)
3. For those companies that have or are going through this type of audit, what has been a benefit or a hurdle to overcome during the process?

Discussion # 29 – RELIANCE DATABASE
Moderator: Mike Farrell
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What do you feel is the most important functionality that needs to be included in the Data Management System?
2. What are the biggest obstacles in using the system to its fullest extent?
3. What do you like most about the new data management system?
4. What top three things could we add or improve in the database?

Discussion # 30 – PEST MANAGEMENT
Moderator: Chelle Hartzer
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What is you biggest pest issue at your location?
2. What kinds of training do you provide or wish you could provide to your employees?
3. How is FSMA impacting your pest control program?
4. What are some things going well/poorly with you IPM program?
5. What improvements would you like to see in your IPM program?

Discussion # 31 – AUDITOR COMPETENCY
Moderator: Kim Onett
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What is the difference between auditor qualification and auditor competency?
2. How do you assess competency in auditors?
3. What are the differences between auditor competency and auditor calibration?
4. Does perceived auditor bias effect the auditee's perception of competency?
5. How do we address auditor complaints centered around competency issues?

Discussion # 32 – COMPRESSED AIR
Moderator: Pam Hutton
Location: Kentucky E (First Level - Ballroom)

Discussion Questions:

1. What standards have you utilized to set thresholds for oil residue, particulates, microbial counts for compressed air?
2. What obstacles do you have in meeting the code requirements on compressed air testing?
3. What frequency is adequate to demonstrate that the compressed air in your facility does not pose a food safety hazard?
4. What methods of testing do you utilize to test compressed air for purity?