

**Please note:** The following agenda is tentative and subject to change. However, no major revisions are anticipated at this time.



# BASIC SEAFOOD HACCP TRAIN-THE-TRAINER COURSE

**April 15-17, 2026 – Biloxi, MS**

**COURSE NUMBER: 11747**



8:00AM – 5:00PM DAILY	TOPIC
DAY 1	<b>8:00AM</b> - Welcome, Introductions, and Overview of Alliance and Training Materials – <b>Doris Hicks</b>
	<b>8:30AM</b> - Pre-training Knowledge Assessment
	<b>9:00AM</b> - Teaching Adult Learners – <b>Doris Hicks</b>
	<b>10:00AM</b> - Chapter 1 – Introduction to Alliance Course and HACCP – <b>Christina DeWitt</b>
	<b>10:15AM</b> - <i>Break</i>
	<b>10:30AM</b> - Chapter 12 - Seafood HACCP Regulation & FSMA Update – <b>Seafood Regulatory Representative</b>
	<b>11:30AM</b> - Chapter 2 – Pre-requisite Programs and Sanitation Control Procedures – <b>Christina DeWitt</b>
	<b>Noon</b> - <i>Lunch on your own.</i>
	<b>1:30PM</b> - Chapter 3 – Seafood Safety Hazards Continued – <b>Jason Bolton</b>
	<b>2:00PM</b> - Chapter 4 – Preliminary Steps in Developing a HACCP Plan – <b>Doris Hicks</b>
	<b>2:30PM</b> - Chapter 5 – Hazard Analysis – <b>Christina DeWitt</b>
	<b>3:30PM</b> - <i>Break</i>
	<b>3:45PM</b> - Chapter 6 – Determine Critical Control Points – <b>Doris Hicks</b>
	<b>4:15PM</b> - Conduct Practical Exercise and Planning for Day 2 – <b>Christina DeWitt</b>
	<b>5:00PM</b> - Adjourn Day 1
DAY 2	<b>8:00AM</b> - Open Group Discussions – Questions, Adjustments, and Challenges in Training
	<b>8:15AM</b> - Practical Exercise for Conducting Hazard Analysis (work groups complete a Hazard Analysis using SHA Approved Training Models) – <b>All Instructors</b> <i>Informal break included in session.</i>
	<b>11:00AM</b> - Work Group Report Out and Discussions – 15 minutes per Group – <b>All Instructors</b>
	<b>Noon</b> - <i>Lunch on your own.</i>
	<b>1:30PM</b> - Chapter 7 – Establish Critical Limits – <b>Doris Hicks</b>
	<b>2:00PM</b> - Chapter 8 – Critical Control Point Monitoring – <b>Seafood Regulatory Representative</b>

**Please note:** The following agenda is tentative and subject to change. However, no major revisions are anticipated at this time.

	<b>2:30PM</b> - Chapter 9 – CORRECTIVE ACTIONS – <b>Christina DeWitt</b>
	<b>3:00PM</b> - Chapter 10 – Establishing Verification Procedures – <b>Jason Bolton</b>
	<b>3:30PM - Break</b>
	<b>3:45PM</b> - Chapter 11 – Record-keeping Procedures – <b>Christina DeWitt</b>
	<b>4:15PM</b> - Open Group Discussions and Planning for Day 3 – <b>Doris Hicks</b>
	<b>5:00PM</b> - Adjourn Day 2
<b>DAY 3</b>	<b>8:00AM</b> - Practical Exercise for Developing HACCP Plans (work groups complete a HACCP Plan using SHA Approved Training Models) – <b>All Instructors</b> <i>Informal break included in session.</i>
	<b>10:30AM</b> - Work Group Report Out and Discussions – 15 minutes per Group – <b>All Instructors</b>
	<b>Noon - Lunch on your own.</b>
	<b>1:30PM</b> - Review Standard Training Protocol for Approved Courses – <b>Jason Bolton</b>
	<b>2:15PM</b> - Teaching Segment Two Courses: Virtual and In-person – <b>Jason Bolton</b>
	<b>3:00PM</b> - Online Course Registration: Step-by-Step Demo and Requirements – <b>Christina DeWitt</b>
	<b>3:30PM - Break</b>
	<b>3:45PM</b> - Overview of Resource Materials – <b>Doris Hicks</b>
	<b>4:15PM</b> - Using SHA Approved Training Models: Guidelines and Best Practices – <b>Doris Hicks</b>
	<b>4:30PM</b> - Post-training Knowledge Assessment and Course Evaluation – <b>All Instructors</b>
	<b>5:00PM</b> - Adjourn TTT Course – Thank you!
<b>Train-the-Trainer Instructor Team:</b> <ul style="list-style-type: none"> <li><b>Doris Hicks</b>, University of Delaware (Retired), <a href="mailto:dhicks@udel.edu">dhicks@udel.edu</a></li> <li><b>Christina DeWitt</b>, Oregon State University, <a href="mailto:Christina.DeWitt@oregonstate.edu">Christina.DeWitt@oregonstate.edu</a></li> <li><b>Jason Bolton</b>, University of Maine, <a href="mailto:jason.bolton@maine.edu">jason.bolton@maine.edu</a></li> <li><b>Seafood Regulatory Representative (TBD)</b></li> </ul>	