

# REGISTRATION FORM

May 2016 SCP training

**Participant Information** (Please type/print all information and use a separate form for each registrant.)

Date: \_\_\_\_\_  
Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: (        ) \_\_\_\_\_  
Fax: (        ) \_\_\_\_\_  
E-mail: \_\_\_\_\_

## Registration Fee

Early bird registration fee: \$150.00/person  
Regular registration fee: \$175.00/person

## Payment

### Credit Card Payments

Click on [store.lsuagcenter.com/events](http://store.lsuagcenter.com/events)

Visa, Master Card, Discover and  
American Express credit cards accepted

or

Make check or money order payable to  
“**LSU AgCenter**” and submit with this registration  
form to the following address:

LSU School of Nutrition and Food Sciences  
Attn: Petrie Baker  
297 Knapp Hall  
110 LSU Union Square  
Baton Rouge, LA 70803  
E-mail: [pbaker@agcenter.lsu.edu](mailto:pbaker@agcenter.lsu.edu)

### Registration questions contact

Celika Murphy [cmurphy@agcenter.lsu.edu](mailto:cmurphy@agcenter.lsu.edu)

### Lead Instructor

Evelyn Gutierrez [MEGutierrez@agcenter.lsu.edu](mailto:MEGutierrez@agcenter.lsu.edu)

## Course Description

This course is intended to assist the seafood industry in developing and implementing “Sanitation Control Procedures” as mandated by the U.S. Food and Drug Administration (FDA). This regulation is commonly known as the “Seafood HACCP Regulation” which became effective December 18, 1997. Since this date, seafood processors have been required to ‘monitor’ sanitary control procedures used during processing in order to show their compliance with good sanitary conditions and practices.

The School of Nutrition and Food Sciences offers a one day Sanitation Control Procedures for Processing Fish and Fishery Products (SCP) training designed to educate seafood processors, packers, wholesales, importers, harvesters and warehouses about sanitation procedures. Participants who complete the course receive a certificate issued by AFDO, that fulfills the FDA requirements for seafood SCP training.

## Instruction

The course instructors are faculty and staff of the LSU AgCenter School of Nutrition and Food Sciences and experts appointed by the FDA and AFDO. Opportunities will be provided by the staff during the course for specific questions and/or clarifications, which may occur individually or collectively.

## Certification

Satisfactory completion of the course ensures that the participant is acquainted with:

- ◇ An understanding of how to develop Sanitation Standard Operating Procedures (SSOP)
- ◇ Tools to develop, implement, monitor, correct, document, and verify SSOP.

Participants who complete the course receive a certificate issued by AFDO, that fulfills the FDA requirements for seafood SCP training.

## Registration

The registration fee is \$175 per person, which includes the cost of the manuals, certificate, materials, lunch and coffee breaks.

**Advance registration is required. Space is limited, so please register early.**

If registered by Friday April 29th receive discount price \$150. Online registration closes **May 4th**. Registration not guaranteed after this date. Cancellations before April 29th, will be refunded in full minus processing fee, provided notification is received in writing or by telephone followed by written notification. A substitute from the original registrant’s institution or company may attend the seminar.

## Contact Information

### Registration

Celika Murphy  
[cmurphy@agcenter.lsu.edu](mailto:cmurphy@agcenter.lsu.edu)

### Lead instructor

Evelyn Gutierrez  
[MEGutierrez@agcenter.lsu.edu](mailto:MEGutierrez@agcenter.lsu.edu)  
Ph: (225)578-5207

## CLASS SCHEDULE

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All class meetings will be held on LSU campus in 212 Efferson Hall.

### Monday, May 9th

- 8:30 a.m. Registration
- 8:45 a.m. Welcome
- 9:00 a.m. Introduction
- 9:30 a.m. Safety of Water
- 10:15 a.m. *Coffee break (provided)*
- 10:30 a.m. Condition and Cleanliness of Food Contact Surfaces
- 12:00 p.m. *Lunch (provided)*
- 1:00 p.m. Prevention of Cross Contamination
- 1:45 p.m. Maintenance of Hand Washing, Hand Sanitizing and Toilet Facilities
- 2:15 p.m. Protection of Food from Adulterants and Proper Labeling, Storage and Use of Toxic Compounds
- 2:45 p.m. *Coffee break (provided)*
- 3:00 p.m. Control of Employee Health Conditions
- 3:30 p.m. Exclusion of Pests
- 4:00 p.m. Example of SSOP Plan and Sanitation Control Records
- 4:45 p.m. Adjourn

For directions to Efferson Hall or other places on campus click on the link below for an interactive map.<http://campusmap.lsu.edu/map/>

## CLASS CANCELCATION

The University reserves the right to cancel or postpone any course activity due to insufficient enrollment or other unforeseen circumstances.

If the short course is cancelled or postponed, the University will refund registration fees, but cannot be held responsible for other costs, charges, or expenses, including cancellation/exchange charges assessed by airlines or travel agencies.

## TRAVEL & ACCOMMODATIONS

Each participant is responsible for his/her own travel arrangements. Please make lodging arrangements directly with the hotel of your choice.

### Suggested hotels include:

Staybridge Suites  
Courtyard by Marriott  
La Quinta  
Comfort Suites  
Holiday Inn Select  
Lod Cook Hotel (on campus)

The closest airports are:

**Baton Rouge Metropolitan Airport** is approximately 10 miles north of the city. Allow 30-45 minutes for travel time.

**New Orleans International Airport** is approximately 60 miles south of Baton Rouge. Allow two hours for travel time.

# Sanitation Control Procedures for Fish and Fishery Products



LOUISIANA STATE UNIVERSITY  
EFFERSON HALL  
BATON ROUGE, LA

May 9th, 2016



LSU AGCENTER  
SCHOOL OF NUTRITION AND FOOD SCIENCES  
297 KNAPP HALL  
110 LSU UNION SQUARE  
BATON ROUGE, LA 70803  
(225)578-5207

Sponsored by:  
**LSU AgCenter**  
School of Nutrition and Food Sciences  
In cooperation with  
**AFDO**  
Food and Drug Administration