Sanitation Standard Operating Procedures (SSOP) Development Training Course

Professional Development Training Course Outline

Category	Food processing and Technology	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Sanitation Standard Operating Procedures (SSOPs) are essential in ensuring food safety, compliance with regulatory standards, and building consumer trust in food production and processing industries. Developing robust SSOPs improves operational efficiency, mitigates contamination risks, and aligns practices with global food safety frameworks such as HACCP, ISO 22000, and GMP. Sanitation Standard Operating Procedures (SSOP) Development Training Course equip participants with practical skills and technical knowledge for drafting, implementing, and monitoring SSOPs effectively.

The training incorporates trending industry insights, hands-on case studies, and globally recognized best practices. Participants will learn to design clear procedures, integrate sanitation protocols into daily operations, and establish corrective actions for compliance gaps. By the end of the training, learners will be empowered to lead food safety initiatives, drive organizational excellence, and ensure readiness for local and international audits.

Programme Curriculum

Sanitation Standard Operating Procedures (SSOP) Development Training Course

Introduction

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Course Objectives

1. Understand the fundamentals of SSOPs in food safety management systems
2. Develop clear, effective, and measurable sanitation procedures
3. Identify risks and contamination sources in food processing environments
4. Apply SSOP frameworks aligned with HACCP, GMP, and ISO 22000
5. Strengthen compliance with global and local food safety regulations
6. Enhance monitoring and verification systems for sanitation activities
7. Implement corrective actions to address non-compliance issues
8. Integrate SSOPs into employee training and organizational culture
9. Evaluate sanitation performance through audits and inspections
10. Utilize digital tools for SSOP documentation and monitoring
11. Improve cross-functional collaboration in sanitation management
12. Strengthen customer and stakeholder trust through transparency
13. Ensure continuous improvement of sanitation practices

Organizational Benefits

- Strengthened compliance with regulatory and certification standards
- Improved food safety culture across departments
- Reduced contamination and product recall risks
- Enhanced customer satisfaction and brand reputation
- Greater efficiency in sanitation and production processes
- Increased preparedness for audits and inspections
- Integration of digital documentation systems
- Minimized operational costs from improved sanitation practices
- Streamlined employee training and skill development
- Continuous improvement in organizational food safety performance

Target Audiences

1. Food safety managers
2. Quality assurance officers
3. Production supervisors
4. Sanitation team leaders
5. HACCP coordinators
6. Compliance and regulatory officers
7. Food processing workers
8. Consultants in food safety management

Course Duration: 5 days

Course Modules

Module 1: Introduction to SSOPs and Food Safety

- Definition and importance of SSOPs
- Relationship between SSOPs and HACCP
- Regulatory frameworks and compliance standards
- Core sanitation principles in food safety
- Industry case study on SSOP fundamentals
- Real-world case study: Contamination incident analysis

Module 2: Designing Effective SSOPs

- Structure and components of SSOPs
- Writing clear and actionable procedures
- Identifying sanitation requirements per operation
- Establishing roles and responsibilities
- Case study on SSOP design in dairy industry
- Case study: Cross-contamination in poultry processing

Module 3: Identifying Hazards and Risks

- Common hazards in food processing
- Risk assessment tools for sanitation
- Control measures for physical, chemical, and biological risks
- Linking SSOPs with preventive controls
- Case study on hazard identification
- Case study: Seafood processing contamination event

Module 4: Monitoring and Verification of SSOPs

- Setting measurable monitoring indicators
- Verification techniques and documentation practices
- Internal audits for sanitation systems
- Corrective and preventive actions
- Case study on monitoring effectiveness
- Case study: Beverage plant verification program

Module 5: Integrating SSOPs into Operations

- Aligning SSOPs with daily workflows
- Employee training and engagement
- Role of leadership in sanitation culture
- Addressing operational challenges
- Case study on integration success stories
- Case study: Resistance to SSOP implementation

Module 6: Digital Tools for SSOPs

- Benefits of digital documentation
- Software solutions for sanitation management
- Real-time monitoring and reporting tools
- Data-driven decision making
- Case study on digital SSOPs implementation
- Case study: Small enterprise adopting mobile apps

Module 7: Regulatory Compliance and Audits

- Preparing for regulatory inspections
- Audit-ready documentation strategies
- Communication with auditors and stakeholders
- Bridging gaps between SSOPs and legal standards
- Case study on compliance failures
- Case study: Successful third-party audit outcome

Module 8: Continuous Improvement in SSOPs

- Building feedback loops into sanitation systems
- Benchmarking against industry best practices
- Innovation in cleaning and sanitation methods
- Leadership role in driving improvements
- Case study on continuous improvement programs
- Case study: Lessons learned from multinational companies

Training Methodology

- Interactive lectures with industry experts
- Group discussions and peer-to-peer learning
- Hands-on exercises for drafting SSOPs
- Case study analysis and role-playing activities
- Practical demonstrations of sanitation techniques
- Assessment through quizzes and presentations

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.
f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$6,000

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Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com