

## IOIA LOL Basic Processing Course

**Module - P1 - Process Standards Webinar - Prerequisite**

Module <b>P2</b> Assessing Compliance	Module <b>P3</b> Conducting Inspection	Module <b>P4</b> Reporting		Module <b>P5</b> Exam
Monday	Tuesday	Wed	Thursday	Friday
Introductions	OSP Review and Inspection Plan	Communications	Final Debriefing	9:00 - 12:00  EXAM
Certification Process	Conducting the Process Inspection and Role of the Inspector (+Ethics and Conduct)	Interview Styles		
NOP Process Standards Review: general	Inspecting Food Plant Sanitation	Report Writing	Report Writing ID key points Group	
Product composition and labeling	Inspecting Pest Management Practices	Video OR Field Trip OSP Review and Inspection Plan	Individual Exit Report	
Ingredients and Processing Aids	Inspection of Documentation and Records	<b>Field Trip or Video</b>	Individual Report writing with trainer assistance	
Recipe calculations	Traceability exercise			
Risk Assessment - OCP's	In-Out exercise			
Navigating the NOP Standards - "Bingo"	VIRTUAL INSPECTION and Exit Interview -Taking Notes and Written Exit* [* for review by trainer]	Initial Debrief of Inspection Notes	Successful completion of <b>Exam</b> required for those going on for <b>Field Training</b> and/or to be eligible for certificate	
Reviewing and Organic Handling Plan				
SDL - OSP Assignment - evening	OSP Review for Field Trip or Video - evening	Field Notes review - evening	Exam Study - evening	
For those not wanting to do inspections: - Module P1 (webinar only) and/or - Modules P1 and P2				