



Chapter 15

Shell Egg - Training & Certification

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15.1 OBJECTIVE OF ACTIVITY

This section of the shell egg manual outlines the procedures and requirements leading to inspector certification in the shell egg program.

The certification program has been designed to ensure that inspections are carried out by personnel who have demonstrated satisfactory knowledge and skills.

15.2 REFERENCES

[Canada Agricultural Products Act](#)

[Egg Regulations](#)

[Shell Egg Inspection Manual](#) (This document is intended for internal use)

[Food & Drug Act and Regulations](#)

[Consumer Packaging & Labelling Act and Regulations](#)

Applicable provincial acts and regulations

Training modules specific to the shell egg inspection program

15.3 REQUIRED EQUIPMENT AND DOCUMENTATION

Certifier

Copy of the Exam

Report of Certification for Plant Inspection - [Appendix I](#)

Inspector

Shell Egg Training Log - Appendix II, IV, V

Standardized List of Equipment (see Chapter 14- Equipment - section 14.3) - [Appendix III](#)

15.3.1 REQUIRED CFIA FORMS

Egg Station Inspection/Rating Report (CFIA/ACIA 3761)

Shell Egg - Product Inspection Report - Origin (CFIA/ACIA 4196)

Pre-grade /Canada Nest Run Report (CFIA/ACIA 5427)

Shell Egg Destination Report (CFIA/ACIA 1017)

Certificate of Inspection / Grading (Eggs and Poultry) (CFIA/ACIA 1022)

Notice of Detention (CFIA/ACIA 3256)

Notice of Release from Detention (CFIA/ACIA 3257)

Action Plan Poultry/Egg Programs (CFIA/ACIA 2280)

The above will be required for certification purposes but the inspector should become familiar with all CFIA forms used by an egg inspector.

Other CFIA Forms :

Invoice (CFIA/ACIA 0527)

Lab Submission Forms (CFIA/ACIA 5164 and CFIA/ACIA 5262)

Application for Inspection (Egg or Processed Egg) (CFIA/ACIA 5435)

Application For Registration of an Establishment (CFIA/ACIA 3043)

Egg Station Application for Registration Checklist

Internal Tracking Reports (Quarterly Report, PMF and MRRS)

Inspection Report of Shell Eggs/Processed Egg (CFIA/ACIA 5109)

Certificate - Shell Egg Program (CFIA/ACIA 5136)

15.4 GENERAL REQUIREMENTS

Shell egg inspectors must have completed all phases of training and testing to perform their duties as a certified shell egg inspector.

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15.5 ROLES AND RESPONSIBILITIES OF THE INSPECTOR

Before being certified, the inspector and his supervisor are responsible for ensuring that all required training has been completed under the supervision of a certified shell egg inspector.

This training will be logged on the Shell Egg Training Log and presented to the certifier prior to certification.

15.6 INSPECTOR CERTIFICATION PROCESS

The certification process consists of three distinct phases: supervised training, written examination and practical examination.

The certification process is also utilized in determining training needs of the inspector.

15.6.1 SUPERVISED TRAINING

The candidate must complete 10 supervised inspections of each of the following types. These inspection activities are to include.

- a) Product - origin (as part of regular duties & product certification)
- b) Product - destination
- c) Pre-grade Inspections
- d) Plant Inspections

The trainer may simulate an inspection of the above. For example, if only origin product is available it can be used as a destination type inspection for training purposes.

Each inspection will be supervised by a certified shell egg inspector then logged and signed off by the supervising inspector on the Shell Egg Training Log (Appendix IV).

The plant inspection training should be done in different establishments, if possible.

In addition to supervised product and plant inspections the inspector is also expected to assess 30 egg containers, under the supervision of an certified inspector, for packaging, labeling and marking but does not include nutritional labeling. This training will be recorded on appendix V and signed off by the supervising inspector.

Once the above training is completed and the inspector has been recommended by their supervisor, the candidate may take the written examination.

15.6.2 WRITTEN EXAMINATION

The candidate must successfully complete the written exam, closed book, with a mark of 80% or better to be eligible for certification status.

The exam will be based on the *Canada Agricultural Products Act* and the inspector's applicable provincial act, federal and provincial egg regulations and the Egg Inspection Manual.

In preparation of the written exam the inspector should complete items 1, 2 and 3 of the Shell Egg Training Log identified in appendix II.

15.6.3 PRACTICAL EXAMINATION

Prior to completing the practical examination the candidate must have successfully completed both the supervised training and written examination.

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15.6.3.1 *Plant Inspection*

The candidate will be tested on their ability in accordance with the procedures outlined in Appendix I.

15.6.3.2 *Product Inspection*

The candidate will examine 600 preselected eggs to include all criteria for the Canada egg grades and sizes and achieve a 95% accuracy level as measured against that of the certifier.

The candidate will also examine 600 ungraded eggs to include all criteria under the pre-grade standards and determine the Haugh units for 20 eggs where they must achieve a 95% accuracy and use proper procedures in determining Haugh units.

15.6.4 **FREQUENCY**

All new inspectors will be trained and certified in the shell egg program.

When any major program changes are implemented the inspector will be trained in that part of the program and assessed through a practical test. The practical test will follow the same rules as stated earlier under section 15.6.3, depending upon whether the program change affects sanitation or product inspection.

If an inspector is absent from the program for a six month period and has not performed any related duties in that time frame they may be subjected to re-certification. This will only cover the written exam and practical test. The 10 supervised inspections, sanitation and/or product, will take place only in the event that the candidate fails any portion of the re-certification.

If an inspector has been performing sanitation inspections or HACCP system audits in other programs while absent from the egg program for a period of six months, then they may only be subject to re-certification for product inspections. Rules are the same as above.

If an inspector requires training, as identified by their supervisor or during program verifications, the inspector may need additional time with a certified inspector, followed by the written exam and/or practical test as they apply to the identified deficiency in sanitation and/or product inspections.

15.7 **CERTIFIERS**

Certification may be performed by the Area Egg Specialist or by a certifier designated by the Area Egg Specialist.

15.8 **PARTIAL CERTIFICATION**

Partial certification may be available under special circumstances. Training and certification may be customized to the candidate depending upon the activity they are involved in using the same criteria for full certification.

Only the Area Egg Specialist has the authority to adjust the training log requirements, written exam and practical assessment to reflect any partial certification in the shell egg program.

CERTIFICATION FOR PLANT INSPECTION OF AN EGG STATION

Using the Egg Station Inspection/Rating Report (CFIA/ACIA 3761) as a guide, a sanitation inspection is carried out by the certifier and inspector. A comparison is made on same using the certification report. The certifier will make an overall judgement of the following:

- a) Satisfactory use of the Egg Station Inspection/Rating Report : The certifier will review this form with the inspector to ensure that proper procedure for completion, rating and use of remarks section is understood. Satisfactory completion of form in terms of content, appropriateness and clarity of remarks will also be reviewed
- b) Satisfactory overall rating of station : The inspector must be within 7.5 pts of the certifier's rating.
- c) Satisfactory ability demonstrated to identify the critical areas : If any of the 19 critical infractions are identified differently they will be reviewed with the inspector. If more than 3 out of 19 are identified differently, the plant inspection certification must be repeated.

REPORT OF CERTIFICATION FOR PLANT INSPECTION OF AN EGG STATION

<u>Plant Inspection :</u>				<u>Critical Area Infractions:</u>			
		<u>Certifier</u>	<u>Inspector</u>			<u>Identified</u>	<u>Missed</u>
1.1 Grading Room				1.1	Drains & Gutters	___	___
Sanitation		___	___		Mold & Fungi	___	___
Operation		___	___		Odours	___	___
					Inedible Containers	___	___
					Loose Rust & Paint	___	___
					Garbage	___	___
					Fly & Vermin Control	___	___
					Packing Material off Floor	___	___
1.2 Coolers				1.2	Mold & Fungi /Odour	___	___
Sanitation		___	___		Fly & Vermin Control	___	___
Operation		___	___		Rotation	___	___
1.3 Loader/Preloader & Condition of Eggs				1.3	Loose Rust	___	___
Sanitation		___	___		Contact Surfaces	___	___
Operation		___	___		Excessively dirty eggs removed	___	___
1.4 Washer-Dryer				1.4	Contact Surfaces	___	___
Sanitation		___	___		Exhaust on Washer	___	___
Operation		___	___		Filters & Screens	___	___
					Inside Washer/Dryer	___	___
					Eggs Must be Dry	___	___
					Thermometers	___	___
1.5 Candler-Packer				1.5	Contact Surfaces	___	___
Sanitation		___	___		Rust	___	___
Operation		___	___		Odours	___	___
1.6 Conveyor				1.6	Contact surfaces	___	___
Sanitation		___	___		Rust	___	___
Operation		___	___				
1.7 Other Equipment				1.7	Odour	___	___
Sanitation & Operation		___	___		Contact Surfaces	___	___
					Inside Tray Washers	___	___
2.1 Other Rooms				2.1	Washrooms	___	___
Sanitation		___	___		Garbage/Inedible	___	___
Operation		___	___		Odours	___	___
					Fly/Vermin Control	___	___
					Packing Material off Floor	___	___
2.2 Outside Premises				2.2	Weeds/Grass	___	___
Sanitation		___	___		Standing Water	___	___
					Debris	___	___

3.1	Temperature	___	___	3.1	Temperature	___	___
3.2	Relative Humidity	___	___	3.2	Relative Humidity	___	___
4.1	Condition of Washwater	___	___	4.1	pH	___	___
					Temperature	___	___
					Previous Results - ACC	___	___
TOTAL POINTS:				TOTAL :			
		___	___			___	___

NOTE: Inspector must be within 7.5 points on the plant rating.
Inspector may miss 3 out of 19 critical areas.

COMMENTS:

Subject	Date Completed	Trainer Name	Comments
3. TRAINING: FACILITY INSPECTION MODULE			
1. Legislation			
2. Preparing for an Inspection - Exercise # 1			
3. Inspection Criteria - Exercise # 2 - Exercise # 3			
4. Inspection Report - Exercise # 4			
5. Discussion with Management and Follow-up			
Final Module Assessment			
4. TRAINING: INSPECTION EQUIPMENT			
Equipment calibration, frequency and log procedures			
5. CFIA ENFORCEMENT POLICIES AND PROCEDURES http://merlin/english/ops/eiseal/pole.asp#insp			
6. TRAINING: COST RECOVERY			
7. OTHER INFORMATION ON EGG PROGRAM			
Work Plan - Priorities			
Quarterly Report / MRRS / PMF			
Staffing agreements / Provincial MOUs			
Washwater			
Environmental sampling			
Sampling program - general			
Label reviews (including NFT)			
Non food chemical control			
Program verification / QMS			

Subject	Date Completed	Trainer Name	Comments
8. SUPERVISED PRACTICAL TRAINING			
1. Plant Inspection			
Sanitation Inspection & Completion of Egg Station Inspection/Rating Report (CFIA/ACIA 3761) -10 inspections completed			
Washwater sampling technique			
Environmental sampling technique			
Light intensity verification			
Action Plan and Follow ups procedure			
2. Product Inspection			
Random sampling procedure			
Egg candling and application of grade standards with a 95% accuracy			
Origin Product Inspection and completion of Shell Egg -Product Inspection Report (CFIA/ACIA 4196) -10 inspections completed			
Destination Product Inspection and completion of Shell Egg Destination Report (CFIA/ACIA 1017) -10 inspections completed			
Detention procedures and documentation			
Haugh unit Measurement and Calculation			
Pre-grade Inspection -10 inspections completed			
Chemical residue and composition sampling			
Check packaging, labeling and marking of 30 containers - throughout many facilities			
9. CERTIFICATION			
1. Written exam (closed book, passing grade: 80 %)			Grade: %
2. Product Inspection			
Examine 600 preselected eggs which include all criteria for the Canada egg grades and sizes: apply grading standards with 95% accuracy			Grade: %
Examine 600 ungraded eggs which include all pre-grading criteria and determine Haugh unit for 20 eggs: apply grading standards with 95% accuracy			Grade: %
3. Plant Inspection			
Inspection: required accuracy on 7.5 points and 3 critical elements with certifier			
4. Equipment necessary available to inspector See Appendix III for listing			

STANDARDIZED LIST OF EQUIPMENT	√
Inspector ID card (proper designation and provincial appointment as required)	
Candling light	
Air cell gauge	
Disinfectant (bottle, spray and brush)	
Boots or shoe cover - disposable or to be disinfected	
Hairnets/ beard nets (where applicable)	
Lab coat/coveralls	
pH paper (BDH 8-12)	
Flashlight	
Hygrometer	
Haugh Unit Kit - spatula, tripod, glass, plate and micrometer	
Scale and check weights	
Thermometer	
Calculator	
Protective inspection gloves	
Masking tape	
CFIA Official Seal (CFIA/ACIA 4561)	
Sampling cups - 4 oz / 8 oz	
Environmental sampling kits	
Styrofoam cooler	
Freezer pack	
CFIA Inspection stamp	
Marker	
Log book - optional	
Egg regulation - federal and provincial ; CAP Act	
Shell Egg Inspection Manual	

STANDARDIZED LIST OF EQUIPMENT	√
Inspection documents -CFIA/ACIA 3761 Egg Station Inspection/Rating Report	
-CFIA/ACIA 3256 Notice of Detention	
-CFIA/ACIA 3257 Notice of Release from Detention	
-CFIA/ACIA 5435 Request for Inspection (Egg or Processed Egg)	
-CFIA/ACIA 1022 Certificate of Inspection/Grading (Eggs and Poultry)	
-CFIA/ACIA 1017 Shell Egg Destination Report	
-CFIA/ACIA 4196 Shell Egg - Product Inspection Report- Origin	
-CFIA/ACIA 5109 Inspection Report of Shell Eggs /Processed Egg	
-CFIA/ACIA 0527 Invoice	
-CFIA/ACIA 5427 Pre-grade / Canada Nest Run Product Inspection Report	
Access to a light meter, thermometer and certified weights	

LOG: INSPECTIONS PERFORMED DURING TRAINING ** (Indicate date and location; initials of training inspector)			
Pre-grade Inspections	Origin Product Inspection & completion of Shell Egg - Product Inspection Report - Origin (CFIA/ACIA 4196)	Destination Product Inspection & completion of Shell Egg Destination Report & Certificate of Inspection/Grading (Eggs and Poultry) (CFIA/ACIA 1017 & 1022)	Sanitation Inspection & completion of Egg Station Inspection/Rating Report (CFIA/ACIA 3761)
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9
10	10	10	10

****Note:** These inspections must be supervised by a certified inspector.

Plant inspections must be performed in as many facilities as possible.

Within one plant visit, more than one inspection can be made (e.g.: origin, destination, plant inspection).

The trainer can simulate an inspection, for instance, if only origin product is available, it can be used to simulate a destination product inspection. **NONETHELESS, A MINIMUM OF 25 DIFFERENT LOTS MUST BE INSPECTED IN THE COURSE OF THE TRAINING.**

LOG: PACKAGING, LABELING AND MARKING CHECKS - 30 CONTAINERS -		
1	11	21
2	12	22
3	13	23
4	14	24
5	15	25
6	16	26
7	17	27
8	18	28
9	19	29
10	20	30

Supervisor's Comments:

Supervisor's Signature: _____ Date: _____