



EUREPGAP Crops Base Train-the-Trainer Workshop

**22-23-24 October 2007
Cologne/Germany**

Convention Details and Conditions:

- Organiser:** FoodPLUS GmbH is the Global Body for EUREPGAP and facilitator of its certification system. In this capacity, FoodPLUS organizes and conducts official EUREPGAP Workshops and Seminars.
- Address:** EUREPGAP Secretariat c/o FoodPLUS GmbH
Spichernstrasse 55, D-50672 Cologne
Phone: +49 / (0)2 21 / 5 79 93-875; Fax: +49 / (0)2 21 / 5 79 93-89
E-Mail: bach@foodplus.org Website: <http://www.eurepgap.org>
- Date:** 22-23-24 October 2007
- Language:** Workshop language will be English
- Registration:** Please fill in the fax registration form (page 3) and send it by fax to the EUREPGAP Secretariat with full mention of name and position of the participant in a clear handwriting! Please note that the number of participants is limited to 20, therefore acceptance is on the basis of first-come-first-served.
- Confirmation:** As acknowledgement of receipt, an invoice for the participation fee will then be sent.
- Cost:** The participation fee is € 500,- for EUREPGAP Members, for Non-Members: € 750,- including workshop material, lunches, tea, coffee during the seminar. Examination fee € 100,- additionally. **Please note: As this workshop will take place in Germany, 19% VAT will be added to the total invoice!**
- Venue:** EUREPGAP Secretariat c/o FoodPLUS GmbH, Spichernstr. 55, D-50672 Cologne
- Hotel:** We pre-booked single rooms for workshop participants at the Hotel Astor & Aparthotel at a special rate of EUR 125,-/night incl. breakfast . Address: Friesenwall 68-72, 50672 Cologne
http://www.hotelastorkoeln.de/en_basic_hotel.html
- To receive the special rate, please contact our reservation office Avantel GmbH in Aachen/Germany to book a room on your own expenses until **3rd September 2007 (due to a Trade Fair)**. After that date, there might still be rooms available but we can not guarantee one anymore. Contact details: Ms. Kerstin Matzerath, Tel Office: +49/241/94662 823; E-Mail: matzerath@avantel.de
Please note that we do NOT automatically take care of your accommodation!
- Cancellations:** Received after 15th October 2007, the full costs will be invoiced. All cancellations must be made in writing/e-mail. Date of cancellation is determined by confirmed receipt of written cancellation. Registration must be accompanied by full payment in advance.
- Payment:** May be made by credit card (see credit card form on page 3) or by bank credit transfer. A receipted invoice will be sent in confirmation of registration and payment. In case of bank transfer costs are borne by the delegate and a copy of the bank transfer must accompany the registration.





Train-the-Trainer Workshop

The objective of this workshop is to present the structure and documentation for a successful cooperation and implementation of the EUREPGAP Framework for the scope Crops Base with the sub-scopes Fruit & Vegetables, Flower & Ornamentals, Combinable Crops, Coffee and Tea.

Who should attend: Auditors of applicant Certification Bodies as well as any technical advisor who is interested in how the EUREPGAP certification system operates.

EurepGAP Members have the opportunity to become official Train-the-Public trainer after taking and passing an exam. If you are interested in taking the exam please send your CV and a filled in checklist to the Secretariat showing your experience (plus certificates which prove your experience according to the checklist). Documents can be downloaded from www.eurepgap.org website under "Public Training" or from the Trainer Extranet, see here: <http://trainer.eurepgap.org>.

Certificates of attendance will be handed out to all attendees. A certificate of approval as an official EUREPGAP Train-the-Public Trainer will be sent out at a later date to those participants complying with the following conditions:

- are members of EUREPGAP
- have passed the exam set at the end of the workshop
- have signed the "EurepGAP Trainer Registration Agreement"
- have paid the attendance and examination fees
- comply with the professional requirements stated in the Trainer Checklist

Programme:

| <u>First Day:</u> | <u>Second Day:</u> | <u>Third Day:</u> |
|---|--|---|
| 10:00 Introduction | 09:00 EurepGAP Standard: All Farm | 09:00 Fruit & Vegetables |
| 10:30 EurepGAP General Regulations (1) | 11:00 <i>Coffee Break</i> | 11:00 <i>Coffee Break</i> |
| 12:30 <i>Lunch Break</i> | 11:30 EurepGAP Standard: Crops Base (1) | 11:30 Combinable Crops |
| 13:00 EurepGAP General Regulations (2) | 13:00 <i>Lunch Break</i> | 13:00 <i>Lunch Break</i> |
| 16:00 <i>Coffee Break</i> | 14:00 EurepGAP Standard: Crops Base (2) | 14:00 Coffee & Tea |
| 16:30 EurepGAP General Regulations (3) | 16:00 <i>Coffee Break</i> | 16:00 <i>Coffee Break</i> |
| 19:00 <i>End of first day</i> | 16:30 Flower & Ornamentals | 16:30 Exam for Train the Public applicants |
| | 18:00 <i>End of second day</i> | 19:00 <i>END of examination</i> |

– Programme may be subject to changes –



