



**Massachusetts Environmental Health Association and
U.S. Food & Drug Administration
Presents**

**FDA National Retail Food
Regulatory Program Standards
Self-Assessment and Verification Audit
(SAVA)
Workshop**

**April 2-4, 2024
Waltham, MA**

Important Notices

- **Deadline for registration is February 16, 2024.**
- **Maximum of 50 spaces will be available.**
- **Attendance for all 2.5 days is mandatory to register.**

FDA National Retail Food Regulatory Program Standards Self-Assessment and Verification Audit Workshop Tuesday – Thursday, April 2-4, 2024

The FDA National Retail Food Regulatory Program Standards (Program Standards) apply to the operation and management of a retail food regulatory program that is focused on the reduction of risk factors known to contribute to foodborne illness and to the promotion of active managerial control of these risk factors. The Program Standards are designed to help food regulatory programs enhance the services they provide to the public. When applied in the intended manner, the Program Standards should:

- Assist in identifying program areas most in need of attention
- Provide information needed to justify maintenance or increase in program budgets
- Identify program areas where an agency can have the greatest impact on retail food safety within their community
- Promote wider application of effective risk factor intervention strategies
- Lead to innovations in program implementation and administration
- Improve industry and consumer confidence in food protection programs by enhancing uniformity within and between regulatory agencies

This workshop is designed to provide participants with an overview of the Program Standards criteria and an in-depth understanding of the self-assessment and verification audit process, worksheets, and forms.

WORKSHOP OBJECTIVES

Participants will be able to:

- Identify the requirements for each of the nine Program Standards
- Explore various approaches to meeting the criteria within the Program Standards
- Use the worksheets and forms to electronically compile and maintain their jurisdiction's self-assessment results
- Use the Program Standards worksheets and forms as a guide to complete a verification audit of a jurisdiction's self-assessment against the criteria contained on the FDA National Retail Food Regulatory Program Standards.

TARGET AUDIENCE

Participants should be program managers or those directly responsible for conducting program self-assessments and preparing for verification audits. Interactive workshop exercises have been developed for each of the Program Standards and are designed to provide participants with hands-on experience in preparation for conducting a self-assessment or a verification audit.

WORKSHOP PRE-REQUISITES

Participants should have a good understanding of the criteria contained in each of the nine Program Standards. An orientation to the use of the Program Standards files and worksheets that are downloadable from the following FDA web link will be provided at the workshop.

www.fda.gov/RetailProgramStandards

DATE/TIME

April 2-4, 2024. Starts at 8:00 AM on Tuesday, April 2, and ends at 1:00 PM on Thursday, April 4.

HOW TO REGISTER

Interested participants will register at <https://maeha.org/event/sava-workshop/> **Please complete and submit your registration by February 16, 2024.** Please note, registrants will need to create a maeha.org account to process their registration and payment.

Registration is based on a first-come-first-served basis. If the workshop becomes full, a waitlist will be implemented. To join the waitlist email admin@maeha.org.

PAYMENT

Cost to attend the workshop is \$150. **Payment of the full amount must be received on or before March 11, 2024 or registrations will be canceled.** Canceled registrations will be offered to waitlist participants.

WORKSHOP LOCATION AND LODGING

Hyatt House, 54 Fourth Avenue Waltham MA 02451

<https://www.hyatt.com/en-US/hotel/massachusetts/hyatt-house-boston-waltham/bosxw>

To reserve a room please call the Hyatt House at 1 (866)-974-9288 **by March 1st, 2024** and mention the event group name “FDA Retail Programs Self-Assessment Verification Audit (SAVA) Workshop” to receive the \$139 rate (note this is lower than the government rate of \$142 per night).

OR

Visit <https://bit.ly/48e96zE> and enter your reservation using the group/corporate number G-MBR4.

PARKING

Free on-site parking at the hotel

TRANSPORTATION

The nearest airport is Logan International Airport.

Transportation to and from Logan International Airport is available via limousine and shuttle services. Guest Hosts of Hyatt House are available to provide assistance with transportation arrangements. Please call the Hyatt House at 781-290-0026 for further information.

Directions to Hyatt House from Logan International Airport:

- Exit the airport following the signs to Ted Williams Tunnel.
- Take Ted Williams Tunnel Exit.
- Follow signs for I-90 West (Mass Turnpike).
- Proceed on I-90 West to I-95/128 North.
- Take Exit 27A (Third Avenue).