



Food Labelling and Regulatory Affairs

Course: Nutrition Claims, Allergens and Product Registration



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Introduction:

Food labelling and regulatory affairs, covering nutrition claims, allergens and product registration, is a 5-day course for regulatory, quality, product development and marketing staff in food, beverage and food supplement companies, ending with a Label Review Report and Registration Dossier Checklist for a case product. Products are held at the border, relabelled or recalled when an allergen is missed, a claim lacks evidence, a nutrition panel fails its tolerance or a dossier arrives incomplete. Nominees already draft labels, specifications or submissions, and work through case studies on real artwork and dossiers. CoreConcept Training Center delivers this food labelling course.

Course Objectives:

- Classify a product as a conventional food, food supplement or food for special dietary uses and identify the regulatory route that follows
- Check prepackaged food labels against the mandatory particulars of the Codex general standard for labelling, including ingredient order, quantitative ingredient declaration and allergen emphasis
- Calculate a nutrition declaration per 100 g, per serving and as percentage reference intake, applying rounding rules and analytical tolerances
- Assess nutrient content, comparative, nutrient function and disease risk reduction claims against their conditions of use and scientific substantiation
- Verify additive, flavouring and contaminant levels, date marks and shelf-life evidence before a label or specification is approved
- Compile a product registration dossier with import documents and run an artwork approval workflow that keeps labels, files and recall records aligned

Target Audience:

- Regulatory affairs staff responsible for product classification, registration submissions and authority queries
 - Quality assurance staff responsible for specifications, label sign-off and release of finished goods
 - Product development staff responsible for recipes, nutrient calculations and reformulation of food and supplement products
 - Marketing and brand staff responsible for pack copy, on-pack claims and promotional wording
 - Import, export and supply chain staff responsible for certificates, consignment documents and border clearance of food products
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Course Outline:

Day 1: Food Regulatory Landscape, Product Classification and Label Baseline

- Codex Alimentarius Role in Shaping National Food Law
- Food Law Hierarchy From Statute to Technical Regulation
- Borderline Product Decision Tree for Supplements and Foods
- Foods for Special Dietary Uses and Infant Formula Categories
- Current Label Portfolio Gap Assessment Against Mandatory Particulars

Day 2: Mandatory Label Particulars, Ingredient Lists and Allergen Declaration

- Codex General Standard for Labelling of Prepackaged Foods Walkthrough
- Product Name, Net Quantity and Field of Vision Rules
- Ingredient List Order, Compound Ingredients and QUID Calculation
- Allergen Emphasis in Ingredient Lists and Precautionary Statements
- Lot Code, Storage Conditions and Country of Origin Marking

Day 3: Nutrition Declarations, Claims Rules and Scientific Substantiation

- Codex Guidelines on Nutrition Labelling Nutrient Panel Format
- Nutrient Calculation From Recipe Versus Laboratory Analysis
- Rounding Rules, Analytical Tolerances and Reference Intake Percentages
- Codex Nutrition and Health Claims Guidelines Conditions of Use
- Health Claim Substantiation Dossier Using Totality of Evidence

Day 4: Additives, Contaminants, Date Marking, Registration Files and Recalls

- Codex General Standard for Food Additives Category Lookup
- Flavouring Declarations, Carry-Over Additives and Processing Aids
- Contaminant Maximum Levels for Mycotoxins and Metals in Specifications
- Use-By Versus Best-Before Selection with Shelf-Life Study Evidence
- Registration Dossier Contents, Certificates of Analysis and Import Permits

Day 5: Case Study on Label Review and the Registration Dossier Checklist

- Case Product Artwork Review Against Mandatory Particulars
 - Case Nutrition Panel Recalculation and Claim Eligibility Check
 - Artwork Approval Workflow with Version Control and Sign-Off Matrix
 - Mislabelling Recall Decision and Regulatory Notification Letter
 - Label Review Report and Registration Dossier Checklist Completion
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Skills You Will Gain:

- Product Classification
- Label Compliance Review
- Allergen Declaration
- Nutrition Panel Calculation
- Claims Substantiation
- Additive Permission Checking
- Registration Dossier Assembly
- Artwork Change Control

Why Attend This Course:

- Deliver a Label Review Report and Registration Dossier Checklist for a case product to the regulatory affairs or quality manager for use on live submissions
- Decide whether a proposed on-pack claim, additive or date mark can be approved, or must be reworded, removed or supported with more evidence
- Prevent border rejections, forced relabelling and allergen recalls caused by artwork errors, unsupported claims or incomplete registration files
- Equip marketing, product development and supply chain colleagues with label checklists, claim conditions and dossier templates they can apply themselves

Conclusion:

Back at work, the participant gives the regulatory affairs or quality manager a Label Review Report and Registration Dossier Checklist that set the order of checks for artwork, nutrition panels, claims, additives and date marks, and list the documents each submission needs. Marketing and product development use it before artwork goes to print, and supply chain uses the dossier list before a consignment ships. After the first submission or label change under the checklist, the team should review authority queries, artwork rework rounds and time to approval, and tighten the steps that caused delay.

Frequently Asked Questions FAQ:

What should participants know before a food labelling and regulatory affairs course?

Participants should already work with food or supplement labels, recipes, specifications or submissions. No legal training is needed. Bringing a current label, a nutrition calculation or a recent authority query helps them apply the case study to their own products.

How does a food labelling and regulatory affairs course differ from a food safety management course?

It covers what a pack must say and what a registration file must prove: label particulars, allergen declaration, nutrition panels, claims, additives and dossiers. Food safety management courses build hazard controls in production, so they appear here only where a hazard affects the label.

Why do nutrition and health claims on food labels need scientific substantiation?

Claims shape buying decisions, so rules allow them only when the food meets set conditions of use and the stated effect is backed by generally accepted scientific evidence. Without that evidence a claim can be refused at registration or force a relabel after launch.

What do participants take back from the food labelling and regulatory affairs course?

Participants take back a Label Review Report and Registration Dossier Checklist for a case product, with a mandatory particulars checklist, nutrition panel worksheet, claim eligibility grid and artwork sign-off matrix they can adapt to their own portfolio.
