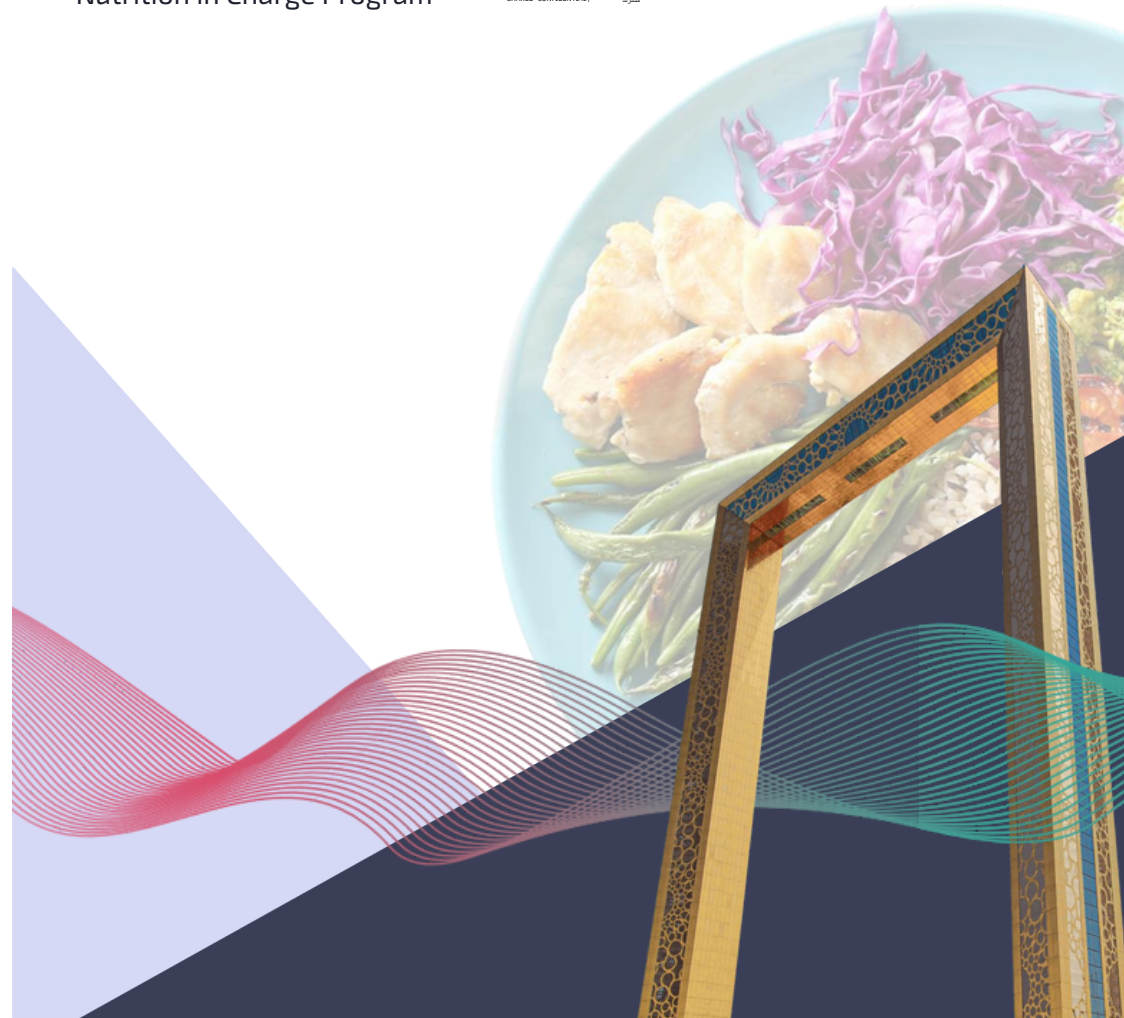


MY SCHOOL FOOD

Nutrition in Charge Program

SHARED-CONFIDENTIAL / مشاركة سرية



OVERVIEW

The NIC training program is designed to develop the capabilities of key personnel in food businesses and educational institutions to implement and manage nutrition practices in compliance with Dubai's Nutrition Guidelines. It targets technical experts, school and supplier management, chefs and R&D teams, and operational staff, focusing on areas such as menu validation, recipe reformulation, daily operations, and strategic leadership. The program combines digital, paperless sessions with pre- and post-assessments, and provides certification aligned with the SHFARoED – o COdNFIDENTIALo / مشتمل على -e كادص and Food & Nutrition Guidelines and Requires in Educational Institutions.

TRAINING CALENDAR

Date	Time	Event / Target Audience	Venue
20 Oct 2025	10:00 – 11:00 AM	Food Safety & Nutrition Compliance Meeting (Food Suppliers & Educational Institutions)	Microsoft Teams (Online)
21 Oct 2025	10:00 – 12:00 PM	Technical Experts - Pre-assessment Examination	Microsoft Teams (Online)
27 Oct 2025	9:00 – 3:00 PM	Technical Experts-Training & Post Examination	Al Garhoud-Ground floor
17 Nov 2025	10:00 – 1:00 PM	Principals & School/Top Supplier Management	DIFSC-World Trade Centre (SRHD)
19 Nov 2025	2:00 – 4:00 PM	NIC-PIC Operations (Session-1A) Development Teams	DIFSC-World Trade Centre C & D)
19 Nov 2025	4:30 – 6:30 PM	Person-in-Charge for Operations (Session 1B) (Canteen Supervisors, School PICs, Nurses)	DIFSC – World Trade Center (C & D)
21 Nov 2025	8:00 – 12:00 PM	Chefs, R & D and Product Development Teams	DIFSC – World Trade Center (E & F)

Learning Objectives and Competencies

GROUP 1

Technical Experts (Nutritionists, Hygiene Managers & Quality Assurance Officers)

Role Focus

Ensure compliance with nutrition and food safety standards by validating menus, facilitating approvals, tracking compliance targets, and guiding use of the NutriCheck platform.

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Training Emphasis

Nutrition & Menu Standards

- Dubai Nutrition Guidelines & Requirements.
- Smart Choices classification (Green/Amber/Red).
- Facilitating the approval process for menus/products.

Audit & Compliance Monitoring

- Conducting and supporting self-audits with NutriCheck.
- Driving actions to sustain compliance targets.

Increasing compliance on nutritional requirements

Expected Outcome

Technical experts act as compliance facilitators, ensuring accuracy, approvals, and continuous improvement toward Dubai Municipality standards.

Learning Objectives and Competencies

GROUP 2

Principals & School Management / Top Supplier Management

Role Focus

Strategic leadership, policy setting, contract approvals, and ensuring resources for compliance.

Training Emphasis

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- High-level overview of Dubai Nutrition Guidelines & Requirements.
- Importance of appointing, supporting, and empowering NICs.
- Decision-making in supplier selection, contract management, and resource allocation.
- Embedding nutrition & food safety culture into school policies and supplier agreements.
- Reviewing compliance reports and acting on non-compliance trends.

Expected Outcome

Decision makers and senior managers become active enablers of compliance and culture change, ensuring accountability across their institutions and suppliers by making informed policy, contract, and budgetary decisions.

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Learning Objectives and Competencies

GROUP 3

Chefs, R&D and Product Development Teams

Role Focus

Develop and deliver safe, nutritious, and innovative food products across both kitchen operations and production facilities.

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Training Emphasis

- Recipe and product development.
- Reformulation practices to reduce salt, sugar, and fat.
- Good Nutrition Practices - Production/Preparation
- Dubai Nutrition Guidelines & Requirements.
- Smart Choices classification (Green/Amber/Red).
- Driving actions to sustain compliance targets.
- Increasing compliance to nutritional requirements

Expected Outcome

Chefs and R&D teams create compliant, nutritious, and appealing products that align with Dubai Municipality standards, ensuring consistency from small-scale kitchens to large-scale production.

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Learning Objectives and Competencies

GROUP 4

Person-in-Charge for Operations (Canteen Supervisors, School PICs, Nurses)

Role Focus

Oversee daily food service operations, ensure compliance, and act as the frontline in monitoring food handlers and school nutrition practices.

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Training Emphasis

Applying Dubai Nutrition Guidelines & Requirements in daily operations.

- Conducting and documenting self-audits using NutriCheck.
- Implementing corrective actions and maintaining operational records.
- Focus on specific risk factors monthly based on evaluation (understand the difference between managerial and operational)
- Provide feedback to management

Expected Outcome:

PICs and supervisors consistently apply Good Nutrition Practices (GNP) and food safety standards, ensuring smooth operations, effective monitoring, and achieving compliance in audits and inspections.

LOGISTICS

Group	Target Participants	Date(s)	Batch Size	# of Sessions	Session Duration
1	Technical Experts (Nutritionists, Hygiene Managers & QA Officers)	Re-Training Pre assessment 21st & 27th Oct 25 Training & Post Exam 2025 On-site	10-20	1	6 hours
2	Principals & School Management / Top Supplier Management	17 Nov 2025	80–120	1	4 hours
3	Chefs, R&D and Product Development Teams	21 Nov 2025	80–120	1	4 hours
4	Person-in-charge for Operations (Canteen Supervisors, School PICs, Nurses)	19 Nov 2025	300–500	2	2.5 hours

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