

Rationale

Outside sources of contamination (e.g., excessive dust, pest infestation, airborne microbial and chemical contaminants) can lead to source of exterior contamination that can enter an establishment.

Food Safety Enhancement Program Manual

Section 3 - HACCP System Documentation

- ✓ [3.1 Prerequisite programs](#)
- ✓ [3.2 HACCP plan\(s\)](#)
- ✓ [3.3 Validation](#)
- ✓ [3.4 Maintenance and reassessment of the HACCP system](#)
- ✓ [3.5 FSEP forms](#)

The HACCP system shall include:

- ✓ Prerequisite programs (see [section 3.1](#)).
- ✓ HACCP plans (see [section 3.2](#)).
- ✓ Validation documentation (see [section 3.3](#)).
- ✓ HACCP system maintenance and reassessment procedures (see [section 3.4](#)).

3.1 Prerequisite programs

Prior to developing HACCP plans, the establishment shall develop and implement prerequisite programs to assist in controlling the likelihood of introducing food safety hazards to the product through the work environment and operational practices.

The prerequisite programs shall be documented, updated whenever there are changes associated with the prerequisite programs and reassessed at least annually.

The prerequisite program requirements outlined in this manual are generic in nature. Establishments must ensure that their prerequisite programs reflect the current work environment and operational practices within their establishment and comply with specific commodity policies, manuals, procedures and associated regulations.

An establishment may develop their prerequisite programs using a structure other than the one described in this section as long as the prerequisite program requirements are covered as well as the monitoring, deviation and record keeping components.

There are seven (7) prerequisite programs:

Sanitation Haccp Manual

**Ruby Parker Puckett, American Society
for Healthcare Food Service
Administrators**



Sanitation Haccp Manual:

This book delves into Sanitation Haccp Manual. Sanitation Haccp Manual is a crucial topic that needs to be grasped by everyone, ranging from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into Sanitation Haccp Manual, encompassing both the fundamentals and more intricate discussions.

1. The book is structured into several chapters, namely:

- Chapter 1: Introduction to Sanitation Haccp Manual
- Chapter 2: Essential Elements of Sanitation Haccp Manual
- Chapter 3: Sanitation Haccp Manual in Everyday Life
- Chapter 4: Sanitation Haccp Manual in Specific Contexts
- Chapter 5: Conclusion

2. In chapter 1, the author will provide an overview of Sanitation Haccp Manual. The first chapter will explore what Sanitation Haccp Manual is, why Sanitation Haccp Manual is vital, and how to effectively learn about Sanitation Haccp Manual.
3. In chapter 2, this book will delve into the foundational concepts of Sanitation Haccp Manual. The second chapter will elucidate the essential principles that must be understood to grasp Sanitation Haccp Manual in its entirety.
4. In chapter 3, this book will examine the practical applications of Sanitation Haccp Manual in daily life. The third chapter will showcase real-world examples of how Sanitation Haccp Manual can be effectively utilized in everyday scenarios.
5. In chapter 4, the author will scrutinize the relevance of Sanitation Haccp Manual in specific contexts. The fourth chapter will explore how Sanitation Haccp Manual is applied in specialized fields, such as education, business, and technology.
6. In chapter 5, this book will draw a conclusion about Sanitation Haccp Manual. This chapter will summarize the key points that have been discussed throughout the book.

This book is crafted in an easy-to-understand language and is complemented by engaging illustrations. It is highly recommended for anyone seeking to gain a comprehensive understanding of Sanitation Haccp Manual.

https://crm.avenza.com/results/scholarship/HomePages/Sand_And_Sticks_Os_Cinco_Elementos.pdf

Table of Contents Sanitation Haccp Manual

1. Understanding the eBook Sanitation Haccp Manual

-
- The Rise of Digital Reading Sanitation Haccp Manual
 - Advantages of eBooks Over Traditional Books
2. Identifying Sanitation Haccp Manual
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
 3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Sanitation Haccp Manual
 - User-Friendly Interface
 4. Exploring eBook Recommendations from Sanitation Haccp Manual
 - Personalized Recommendations
 - Sanitation Haccp Manual User Reviews and Ratings
 - Sanitation Haccp Manual and Bestseller Lists
 5. Accessing Sanitation Haccp Manual Free and Paid eBooks
 - Sanitation Haccp Manual Public Domain eBooks
 - Sanitation Haccp Manual eBook Subscription Services
 - Sanitation Haccp Manual Budget-Friendly Options
 6. Navigating Sanitation Haccp Manual eBook Formats
 - ePub, PDF, MOBI, and More
 - Sanitation Haccp Manual Compatibility with Devices
 - Sanitation Haccp Manual Enhanced eBook Features
 7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Sanitation Haccp Manual
 - Highlighting and Note-Taking Sanitation Haccp Manual
 - Interactive Elements Sanitation Haccp Manual
 8. Staying Engaged with Sanitation Haccp Manual
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Sanitation Haccp Manual

-
9. Balancing eBooks and Physical Books Sanitation Haccp Manual
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Sanitation Haccp Manual
 10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
 11. Cultivating a Reading Routine Sanitation Haccp Manual
 - Setting Reading Goals Sanitation Haccp Manual
 - Carving Out Dedicated Reading Time
 12. Sourcing Reliable Information of Sanitation Haccp Manual
 - Fact-Checking eBook Content of Sanitation Haccp Manual
 - Distinguishing Credible Sources
 13. Promoting Lifelong Learning
 - Utilizing eBooks for Skill Development
 - Exploring Educational eBooks
 14. Embracing eBook Trends
 - Integration of Multimedia Elements
 - Interactive and Gamified eBooks

Sanitation Haccp Manual Introduction

In today's digital age, the availability of Sanitation Haccp Manual books and manuals for download has revolutionized the way we access information. Gone are the days of physically flipping through pages and carrying heavy textbooks or manuals. With just a few clicks, we can now access a wealth of knowledge from the comfort of our own homes or on the go. This article will explore the advantages of Sanitation Haccp Manual books and manuals for download, along with some popular platforms that offer these resources. One of the significant advantages of Sanitation Haccp Manual books and manuals for download is the cost-saving aspect. Traditional books and manuals can be costly, especially if you need to purchase several of them for educational or professional purposes. By accessing Sanitation Haccp Manual versions, you eliminate the need to spend money on physical copies. This not only saves you money but also reduces the environmental impact associated with book production and transportation. Furthermore, Sanitation Haccp Manual books and manuals for download are incredibly

convenient. With just a computer or smartphone and an internet connection, you can access a vast library of resources on any subject imaginable. Whether you're a student looking for textbooks, a professional seeking industry-specific manuals, or someone interested in self-improvement, these digital resources provide an efficient and accessible means of acquiring knowledge. Moreover, PDF books and manuals offer a range of benefits compared to other digital formats. PDF files are designed to retain their formatting regardless of the device used to open them. This ensures that the content appears exactly as intended by the author, with no loss of formatting or missing graphics. Additionally, PDF files can be easily annotated, bookmarked, and searched for specific terms, making them highly practical for studying or referencing. When it comes to accessing Sanitation Haccp Manual books and manuals, several platforms offer an extensive collection of resources. One such platform is Project Gutenberg, a nonprofit organization that provides over 60,000 free eBooks. These books are primarily in the public domain, meaning they can be freely distributed and downloaded. Project Gutenberg offers a wide range of classic literature, making it an excellent resource for literature enthusiasts. Another popular platform for Sanitation Haccp Manual books and manuals is Open Library. Open Library is an initiative of the Internet Archive, a non-profit organization dedicated to digitizing cultural artifacts and making them accessible to the public. Open Library hosts millions of books, including both public domain works and contemporary titles. It also allows users to borrow digital copies of certain books for a limited period, similar to a library lending system. Additionally, many universities and educational institutions have their own digital libraries that provide free access to PDF books and manuals. These libraries often offer academic texts, research papers, and technical manuals, making them invaluable resources for students and researchers. Some notable examples include MIT OpenCourseWare, which offers free access to course materials from the Massachusetts Institute of Technology, and the Digital Public Library of America, which provides a vast collection of digitized books and historical documents. In conclusion, Sanitation Haccp Manual books and manuals for download have transformed the way we access information. They provide a cost-effective and convenient means of acquiring knowledge, offering the ability to access a vast library of resources at our fingertips. With platforms like Project Gutenberg, Open Library, and various digital libraries offered by educational institutions, we have access to an ever-expanding collection of books and manuals. Whether for educational, professional, or personal purposes, these digital resources serve as valuable tools for continuous learning and self-improvement. So why not take advantage of the vast world of Sanitation Haccp Manual books and manuals for download and embark on your journey of knowledge?

FAQs About Sanitation Haccp Manual Books

How do I know which eBook platform is the best for me? Finding the best eBook platform depends on your reading

preferences and device compatibility. Research different platforms, read user reviews, and explore their features before making a choice. Are free eBooks of good quality? Yes, many reputable platforms offer high-quality free eBooks, including classics and public domain works. However, make sure to verify the source to ensure the eBook credibility. Can I read eBooks without an eReader? Absolutely! Most eBook platforms offer webbased readers or mobile apps that allow you to read eBooks on your computer, tablet, or smartphone. How do I avoid digital eye strain while reading eBooks? To prevent digital eye strain, take regular breaks, adjust the font size and background color, and ensure proper lighting while reading eBooks. What the advantage of interactive eBooks? Interactive eBooks incorporate multimedia elements, quizzes, and activities, enhancing the reader engagement and providing a more immersive learning experience. Sanitation Haccp Manual is one of the best book in our library for free trial. We provide copy of Sanitation Haccp Manual in digital format, so the resources that you find are reliable. There are also many Ebooks of related with Sanitation Haccp Manual. Where to download Sanitation Haccp Manual online for free? Are you looking for Sanitation Haccp Manual PDF? This is definitely going to save you time and cash in something you should think about. If you trying to find then search around for online. Without a doubt there are numerous these available and many of them have the freedom. However without doubt you receive whatever you purchase. An alternate way to get ideas is always to check another Sanitation Haccp Manual. This method for see exactly what may be included and adopt these ideas to your book. This site will almost certainly help you save time and effort, money and stress. If you are looking for free books then you really should consider finding to assist you try this. Several of Sanitation Haccp Manual are for sale to free while some are payable. If you arent sure if the books you would like to download works with for usage along with your computer, it is possible to download free trials. The free guides make it easy for someone to free access online library for download books to your device. You can get free download on free trial for lots of books categories. Our library is the biggest of these that have literally hundreds of thousands of different products categories represented. You will also see that there are specific sites catered to different product types or categories, brands or niches related with Sanitation Haccp Manual. So depending on what exactly you are searching, you will be able to choose e books to suit your own need. Need to access completely for Campbell Biology Seventh Edition book? Access Ebook without any digging. And by having access to our ebook online or by storing it on your computer, you have convenient answers with Sanitation Haccp Manual To get started finding Sanitation Haccp Manual, you are right to find our website which has a comprehensive collection of books online. Our library is the biggest of these that have literally hundreds of thousands of different products represented. You will also see that there are specific sites catered to different categories or niches related with Sanitation Haccp Manual So depending on what exactly you are searching, you will be able tochoose ebook to suit your own need. Thank you for reading Sanitation Haccp Manual. Maybe you have knowledge that, people have search numerous times for their favorite readings like this Sanitation Haccp Manual, but end up in harmful downloads. Rather than reading a good book

with a cup of coffee in the afternoon, instead they juggled with some harmful bugs inside their laptop. Sanitation Haccp Manual is available in our book collection an online access to it is set as public so you can download it instantly. Our digital library spans in multiple locations, allowing you to get the most less latency time to download any of our books like this one. Merely said, Sanitation Haccp Manual is universally compatible with any devices to read.

Find Sanitation Haccp Manual :

sand and sticks os cinco elementos

sansa e250 manual

sansui r30 user guide

sanyo dp32649 service manual

samsung syncmaster 730b user guide

sanyo dp42740 manual

samsung tv repair shops

samsung washer manual pure cycle

samtec quality systems manual

sandf recruitment 2016

sans raison apparente

samsung sph e3250 cell phones owners manual

sanyo dcx685 repair manual

samsung un55es6100 tvs owners manual

sankyo sound 600 francais

Sanitation Haccp Manual :

international economics carbaugh robert j 1946 free - Oct 26 2022

web oct 2 2022 mgmt test bank for international economics 18e 18th edition by robert carbaugh isbn 13 8915 full chapters
test bank included chapter 1 the international

international economics robert j carbaugh google books - Jun 21 2022

web sep 1 2014 0 reviews reviews aren t verified but google checks for and removes fake content when it s identified now in
its 15th edition this proven market leading book

international economics by robert j carbaugh goodreads - Jul 23 2022

web easy to understand even if you have little economics background international economics offers clear concise coverage of international trade and finance theory

international economics robert carbaugh google books - May 21 2022

web international economics dec 27 2019 this guide reinforces key concepts by providing a review of the text s main topics and offering practice problems true false and multiple

international economics 13th edition solutions and answers - May 01 2023

web the problem of unemployment is eliminated answer a points 1 difficulty moderate national standards united states bprog reflective thinking

international economics robert carbaugh google books - Nov 14 2021

international economics robert carbaugh workbook answers - Jan 17 2022

web jul 16 2013 using a wealth of contemporary examples and practical applications international economics vividly demonstrates the relevance of theory to real

international economics 13th edition textbook solutions chegg - Sep 05 2023

web solutions by international economics 13th edition edit edition 96 921 ratings for this book s solutions get solutions looking for the textbook we have solutions for your

17th edition amazon com spend less smile more - Feb 15 2022

web jan 17 2022 discover why carbaugh s best selling international economics 18e is a favorite among students of all backgrounds for its clear concise presentation of

international economics robert carbaugh google books - Nov 26 2022

web author alternate script none xvi 496 pages 24 cm includes bibliographical references pages 483 487 and index pt 1 international trade relations pt 2 international

international economics cengage asia - Feb 27 2023

web jan 1 2022 robert carbaugh cengage learning jan 1 2022 business economics 576 pages discover why carbaugh s best selling international economics 18e

solutions for international economics 17th by robert j carbaugh - Jun 02 2023

web find step by step expert solutions for your textbook or homework problem find step by step solutions and answers to international economics 9781439038949 as well as

international economics robert j carbaugh google books - Dec 16 2021

international economics solution manual chegg com - Aug 04 2023

web get instant access to our step by step international economics solutions manual our solution manuals are written by chegg experts so you can be assured of the highest quality

international economics robert carbaugh google books - Jan 29 2023

web 576 pages list price usd 249 95 isbn 9789814853477 vividly demonstrate the relevance of theory to real economic issues and policy questions using the wealth of

test bank and solutions for international economics - Jul 03 2023

web step by step video answers explanations by expert educators for all international economics 17th by robert j carbaugh only on numerade com

international economics 15th edition test bank robert carbaugh - Mar 31 2023

web isbn 9780357518915 discover why carbaugh s best selling international economics 18e is a favorite among students of all backgrounds for its clear concise

international economics 18th edition solutions course hero - Oct 06 2023

web cengage subject economics access all of the textbook solutions and explanations for carbaugh s international economics 18th edition

international economics 17th edition by robert carbaugh pdf - Mar 19 2022

web discover the declaration international economics robert carbaugh workbook answers that you are looking for it will extremely squander the time however below similar to

international economics robert carbaugh google books - Aug 24 2022

web easy to understand even if you have little economics background international economics offers clear concise coverage of international trade and finance theory

test bank for international economics 18th edition by robert - Sep 24 2022

web cengage learning sep 1 2014 business economics 576 pages now in its 15th edition this proven market leading book remains a favorite among readers of all

international economics robert carbaugh workbook answers - Apr 19 2022

web aug 28 2023 international economics 17th edition ebook can be used to learn international economics globalization international trade relations comparative

ae international economics - Dec 28 2022

web sep 9 2010 robert carbaugh cengage learning sep 9 2010 business economics 576 pages now in its thirteenth edition this proven market leading text remains a

geometry challenge treehouse stem activity steam - Jul 20 2023

web in this fun stem engineering and math project you will design and build a model of your dream treehouse using 3d shapes this will put your math engineering and artistic skills to the test geometry stem project design a treehouse using 3d shapes

results for geometry house project tpt - Jul 08 2022

web project based learning activitythis is a project based learning activity where students will plan design and build a 3d house pool fence wall and garden while applying math concepts such as perimeter area surface area volume and geometry

math grade 7 zooming in on figures house plans oer - Nov 12 2022

web overview students are introduced to real world applications of geometry and measurement by looking at architectural plans students also begin to get familiar with reading architectural plans and thinking about scale

high school experiment in geometry science projects - Sep 10 2022

web high school experiment in geometry science projects 6 results explore questions in geometry and topology the study of shapes and spatial relationships that bending and stretching do not affect do a proof take measurements analyze geometric relationships or make a pattern

high school geometry lessons materials pbs learningmedia - Aug 09 2022

web find supplementary teaching materials for high school geometry lessons discover videos games and activities aligned to state and national standards

geometry students angle into architecture through project - May 06 2022

web feb 11 2002 these 5 geometry projects for middle or highest educate are a great alternatively ratings for the student project based lessons is so important to last year s site plan consisted out a beautiful wooded area a power a small hill and a marshy area

building the maths house singapore s curriculum framework - Jan 14 2023

web march 29 2018 oxford maths i thought i d write today about the framework of singapore s school mathematics curriculum the framework is captured in a well known diagram that i ve attached above and it provoked a lot of interest among teachers when i was last in the uk in november this was great to see because this diagram really is

geometry town lesson plan study com - Apr 05 2022

web use this lesson plan to guide your instruction on how to build a geometry town students will work in groups to examine solid figures from different perspectives and use geometric shapes to create

geometry students angle into architecture through project - Dec 13 2022

web feb 11 2002 every spring at mountlake terrace high school near seattle students in eeva reeder s geometry classes

work feverishly to complete an architectural challenge design a 2 000 student high school to meet learning needs in 2050 fitting it on a given site in a period of six weeks students must develop a site plan a scale model

build your dream house level 2 education above all - Oct 23 2023

web day 1 today you will learn about creating a model of our dream house and practice some math suggested duration 20 minutes activity and description suggestion it is recommended that the learner completes the draw and

results for geometry end of year project tpt - Mar 04 2022

web this math geometry city project will have your students excited and interested for math class your students will become engaged as they form construction companies and then are asked to design a city based on geometry concepts here are some sample requirements the perimeter of your city proposal can be no greater than 156 inches

high school geometry house plan project - Oct 11 2022

web high school geometry house plan project what s new about massachusetts department of higher may 13th 2018 february 2 2018 thanks to the development of new data reporting tools massachusetts high school counselors and college advisors will for the first time be able to monitor whether students

high school geometry khan academy - Jun 07 2022

web learn high school geometry transformations congruence similarity trigonometry analytic geometry and more aligned with common core standards

build a house plan geometry project teaching resources tpt - Mar 16 2023

web this editable project includes a rubric with the following 6 parts part 1 exterior design just for fun students will draw or insert an image of the exterior of their dream home to help hook them into the project part 2 floor plan students will map out a floor plan for the rooms in their house

page dream house project 1 mrs fisher s classroom - Aug 21 2023

web note your model must match your floor plan drawing and include furniture and flooring part 4 total area and cost you need to figure out the total area of your dream house you will also need to figure out the total cost for the type of flooring dream house project summary 100pts architect 50pts part i floor plan drawing 25pts

120 best high school geometry projects ideas pinterest - Feb 15 2023

web jun 18 2022 geometry projects for middle and high school great for end of the year projects see more ideas about geometry projects high school geometry projects geometry high school

geometry house project for high school teaching resources - May 18 2023

web this project is great for assessing middle school junior high geometry skills such as area perimeter scaling concepts 3d shape drawing and is very real world including the money math ratio standards such as budgeting loans and interest

5 geometry projects for middle and high school lindsay bowden - Sep 22 2023

web scale drawings and similar figures are a huge part of middle and high school geometry in this project students create blueprints for a house they must include the scale and the square footage of the actual house

high school geometry house plan project pdf - Jun 19 2023

web high school geometry house plan project ags geometry home school bundle kit 2005 grade 7 apr 08 2022 science and mathematics sep 13 2022 the school science and mathematics association seeks to improve the teaching and learning of mathematics and science and to promote the integration and interrelationships among these disciplines

high school geometry project ideas the classroom - Apr 17 2023

web high school geometry projects can help students apply theoretical concepts to real life applications of geometry this not only helps students understand and remember principles of geometry but also stimulates their interest and their desire to continue studying mathematics and science subjects

change of address request letter beetal financial pdf free - Feb 25 2022

web change of address request letter beetal financial pdf pages 2 3 change of address request letter beetal financial pdf upload betty z ferguson 2 3

change of address request letter beetal financial - Aug 14 2023

web change of address request letter change incorporation of bank mandate beetal financial computer services pvt ltd beetal house 99 madangir near dada harsukhdas mandir new delhi 110062 sub change of bank

change of address request letter vdocuments mx - May 11 2023

web apr 9 2018 change of address request letter to beetal financial computer services pvt limited beetal house 99 madangir behind

beetalfinancial in - Jun 12 2023

web new address write new address in capital letters with name of the first holder pin code tel no

change of address request letter beetal financial paris saint - Mar 29 2022

web change of address request letter beetal financial fdic fil 30 2009 frequently asked questions identity theft red flags address discrepancies and social security 15 things

request letter for change of name beetal financial - Jul 13 2023

web change of address request letter only for holding in physical form to beetal financial computer services pvt limited beetal house 99

change of address request letter beetal financial test - Jul 01 2022

web jul 2 2023 request letter beetal financial change of address request letter author sample letter informing change of

address my new address is as mentioned in this

change of address request letter beetal financial - May 31 2022

web aug 2 2023 june 21st 2018 customize a address change notification letter at this letter is to advise you that our address has changed request and authorization

change of address request letter beetal financial 2023 - Feb 08 2023

web the pronouncement change of address request letter beetal financial that you are looking for it will utterly squander the time however below with you visit this web page

change of address request letter beetal financial pdf - Nov 05 2022

web jun 18 2023 change of address request letter beetal financial 1 7 downloaded from uniport edu ng on june 18 2023 by guest change of address request letter beetal

change of address request letter beetal financial - Oct 04 2022

web change of address request letter beetal financial download april 12th 2018 change of address request letter beetal financial pdf change of

change of address request letter beetal financial pdf 2023 - Dec 06 2022

web change of address request letter beetal financial pdf reviewing change of address request letter beetal financial pdf unlocking the spellbinding force of linguistics in a

change of address request letter beetal financial test - Jan 27 2022

web sample change of address request letter download sample change of address request letter format sample letters sample letters to announce a change of

beetal financial computer services p ltd - Aug 02 2022

web request for updating change of specimen signature name of the bank address signature seal of the manger name of manger branch manger code thanking you

request letter for change of name beetal financial - Apr 10 2023

web request letter for change of name dematerialization dematerialisation is the process by which a client can get physical certificates converted into electronic balances an

change of address request letter beetal financial national - Nov 24 2021

web feb 22 2023 change of address request letter beetal financial yeah reviewing a ebook change of address request letter beetal financial could mount up your near

change of address request letter beetal financial pdf - Jan 07 2023

web 2 change of address request letter beetal financial 2021 06 24 office 2013 continues to engage students in applying

skills to real world situations making concepts relevant a

changeofaddressrequestletterbeetalfinancial 2022 - Dec 26 2021

web changeofaddressrequestletterbeetalfinancial 1 changeofaddressrequestletterbee talfinancial

request letter for change of name beetalfinancial in - Mar 09 2023

web beetal financial computer services pvt limited beetal house 99 madangir behind local shopping centre near dada harsukhdas

change of address request letter best collections - Oct 24 2021

web please be updated with the new company s address as mentioned below in the records new address write new address in capital letters with name of the first holder

change of address request letter beetal financial copy - Sep 22 2021

web as this change of address request letter beetal financial it ends up innate one of the favored ebook change of address request letter beetal financial collections that

change of address request letter beetal financial dashboard - Sep 03 2022

web if you endeavor to download and set up the change of address request letter beetal financial it is wholly simple then currently we extend the associate to buy and create

change of address request letter beetal financial paris saint - Apr 29 2022

web free change of address request letter to help you get started simply download the doc or pdf file and customize it simply download the doc or pdf file and customize it if you need