



**JOINT FAO/WHO FOOD STANDARDS PROGRAMME
FAO/WHO COORDINATING COMMITTEE FOR ASIA**

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**DRAFT TEMPLATE TO COLLECT INFORMATION ON OFFICIAL GOVERNMENT CONTROL FOR FOOD
SAFETY AND QUALITY**

(Prepared by FAO and WHO)

A description

This draft template is provided to all RCCs to stimulate discussion on what information countries consider useful and feasible to share. It is not intended to be prescriptive. It focuses on regulatory and official government functions to assure the safety and acceptable quality of food. The template would be the basis for an online system to collect and make information available in a structured manner. Countries would be able to update their “profile” during the year, as systems evolve. Investment in this system would allow countries to access comparable information on food control systems. Possible benefits may include improved information on responsible parties and key activities, cross sharing of how to strengthen systems, baseline information on the status of development of systems.

1. Main acts and regulations relevant to food safety and quality [*Title, year, brief description, link/upload legislation*]
 - a. Standards – advise on use of Codex standards as a basis for national standards
2. Information on any policy or strategy documents for food safety or quality (*year, duration*)
3. Governance – Institutional framework
 - a. List main agencies and ministries responsible for food safety risk management (briefly describe main mandate, scope responsibility, it should include animal feed)
 - b. Identify the responsible agency/body for scientific advice and risk assessment (briefly describe scope of competence if more than one agency/body)
 - c. How is effective risk communication assured (e.g. between risk managers and assessors, from risk managers to stakeholders, etc.)?
 - d. Is/are there functional mechanism(s) in place for multi-sectoral collaboration?
 - e. List main contact points (e.g. WTO, others)
4. How Codex work is managed
 - a. Location of CCP (and contact details) [link to the Codex list of CCPs]
 - b. Existence (and composition) of National Codex Committee or other bodies to discuss Codex related issues
 - c. Any process or system for stakeholders input to the consultative process
5. Enforcement and Inspection (*provides additional information to no. 3*)
 - a. Responsible agency for food inspection (could be described according to food group (e.g. meat, fish, milk), parts of the food chain (e.g. primary production, retail, restaurants, imported food, etc.))
 - b. Is food inspection risk-based?
6. Laboratories (*brief outline of structure*)
 - a. Name main laboratories (indicate type/scope of capacity and accreditation)
7. Surveillance and Monitoring

- a. Type of data collected, by whom (epidemiological, contaminant, food consumption)
 - b. Name any national or regional monitoring programs (contaminants(pesticides, mycotoxins, veterinary drugs, heavy metals), microbiological analysis, region)
 - c. Any food-borne disease surveillance data
 - d. Is a list of priority food safety risks available?
 - e. Any relevant report – annual etc.
8. Addressing food safety incidents and emergencies
- a. Is an emergency response plan or other mechanism being implemented
 - b. Is there timely exchange of information between food safety authorities and relevant sectors when food safety incidents/emergencies occur?
 - c. INFOSAN or other important contacts
 - d. Are procedures for food recalls established
 - e. Does your country participate in a rapid alert system for food safety emergencies /incidents /rejections.
9. Training of staff
- a. Are there policies and programmes in place for training of staff carrying out official tasks
 - b. Are there policies and programmes in place to ensure food chain operators can access adequate and effective training
10. Documented procedures and audits
- a. Documented procedures in existence– manuals, SOPs, protocols
 - b. Are there regular internal or external audits of official functions carried out

Notes:

- a. Countries should be encouraged to provide links to websites where available – for a key Ministry, a Codex Contact Point, etc.
- b. In order to avoid multiple collection of information, efforts will be made, where possible, to cross-link or use information in existing official databases – e.g. the Codex list of CCPs, the FAO on-line database on legislation FAOLEX