

INSTRUCTIONS TO THE NOMINEE

1. STRATEGY FOR THE WORK PROPOSED

The strategy for the harmonisation of national standards with Codex standards including scope of work, process involved procedure to be followed & time frame has been attached as **Annexure I** with the document.

2. GUIDANCE DOCUMENT ON VERTICAL STANDARDS

The guidance document on Vertical standards indicating the formats to be used for the harmonisation work has been attached as **Annexure II**.

3. GUIDELINES FOR WORKING GROUP

The members of the formed working groups need to follow certain guidelines/ procedure during the harmonisation process & the individual expert would be required to carry out the following activities indicated below:

- (a) Study the existing domestic standards (FSS Regulations, 2011) and identify the necessary changes required in the standards for harmonisation with the Codex and other international standards.
- (b) To utilise the facts, data and information available and formulate new national standards/ guidelines/ codes of practices for final consultation by stakeholders and scientific panels/ FSSAI. In addition, provide scientific substantiation/ evidences, trade data, etc, wherever applicable
- (c) To examine and review the internationally followed best practices as well as standards adopted by Codex first and then by the EU, USFDA, Canada, etc., while framing the proposals for standards.
- (d) To work in collaboration with experts in FSSAI, food industry (small, medium, large), relevant Govt. institutions, commodity experts, academicians, consumer organisations as well as the representatives of trade bodies (AIFPA, FICCI, CII, etc.) to carry forward the work in a collaborative spirit.
- (e) With the role mentioned above, to draft the allotted vertical and horizontal standards and/or Code of Practices/Guidelines for draft notification by FSSAI for stakeholders review/ comments as per timelines indicated in the strategy document.
- (f) To participate dedicatedly in the harmonisation process and provide inputs electronically. Further, as and when required, participate physically in the working group meetings.
- (g) To provide the inputs in given formats on suggested changes, for wider consultation by stakeholders.

- (h) Associations like FICCI, AIFPA, CII, ILSI, PFNDAI, etc will support for final compilation, modifications and notification of the harmonisation documents in close collaboration with FSSAI and other institutions, so that associations can be contacted in case of clarifications at any stage of process.

4. ELIGIBILITY STATUS

The nominee should be an Individual expert from food industry (small, medium, large)/ relevant Govt. institutions/ commodity experts/ academicians etc. Nominee must have extensive experience in similar type of work and meet the qualifying requirements as stipulated below.

- i. The individual or company should have relevant experience in handling matters related to the provisions of Prevention of Food Adulteration Act, 1954 (now repealed) and similar Food laws/ orders including under Essential Commodities Act and have adequate exposure to food safety, quality & standards issues.
- ii. Should be willing as well as capable of working with FSSAI for at least 1 year for successful execution of the work, so assigned.
- iii. Should be aware of the international food laws, rules and regulations, like CODEX, USFDA, FSANZ, EU, Canada, etc.

5. CRITERIA FOR SHORTLISTING OF NOMINATIONS

Nominations received will be shortlisted by a Committee of FSSAI on the basis of the following criteria:

- i. After receiving the nominations, number of working groups will be constituted for sectors/sub sectors to complete the work proposed. Each working group will consist of one representative each from the small/medium/large industry, academia/research institute and association/trade bodies.
- ii. There will be no process of zonal distribution/selection involved in the shortlisting process.
- iii. Selection process of an individual is based on personal capabilities, knowledge and experience, irrespective of its residing place.
- iv. The person should be willing to contribute his/her time and knowledge for the work to be primarily conducted through electronic means, but be willing to travel as necessary for participating in 1-2 physical meetings for which prior concurrence of FSSAI will be required. TA/DA and honorarium will be paid by FSSAI as per rules.

6. SUBMISSION OF NOMINATION

Nomination form can be downloaded from FSSAI's website at <http://fssai.gov.in> and can be submitted electronically via email to a specially created ID: fssaiharmonisation@gmail.com or by post to Advisor, Food Safety and Standards Authority of India, 3rd Floor, FDA Bhawan, Kotla Road, New Delhi - 110 002 on or before 20th March, 2013 by 5.00 P.M.