Meeting proceedings
FAO national training workshop on
Enhancing effective participation in Codex activities in Lao PDR

20 - 22 March 2018
Vientiane, Lao PDR

Conducted under the FAO project
“Support for capacity building for international food safety and implementation in ASEAN countries”
(GCP/RAS/295/JPN)
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Acknowledgements

The report has been prepared by Panpilad Saikaew, Project Coordinator, Food and Agriculture Organization of the United Nations (FAO) Regional Office for Asia and the Pacific (FAORAP) and finalized by Masami Takeuchi, Food Safety Officer, FAO. The workshop was organized under the FAO project “Support for capacity building for international food safety and implementation in ASEAN countries (GCP/RAS/295/JPN)” implemented under the overall direction of Sridhar Dharmapuri, Senior Food Safety and Nutrition Officer, FAORAP and FAO hereby gratefully acknowledge the generous contribution of the Government of Japan for this important capacity development activities in Lao PDR.
Abbreviations and acronyms

ATFC  ASEAN Task Force on Codex
CAC   Codex Alimentarius Commission
CCFFP Codex Committee on Fish and Fishery Products
CRD   Conference Room Document
FAO   Food and Agriculture Organization of the United Nations
FAORAP Food and Agriculture Organization of the United Nations Regional Office for Asia and the Pacific
FDD   Food and Drug Department
NCO   National Codex Organization
SPS   Sanitary and Phytosanitary
TBT   Technical Barriers to Trade
TC    Technical Committee
WHO   World Health Organization
WTO   World Trade Organization
Executive summary

The national training workshop on Enhancing Effective Participation in Codex Activities in Lao PDR was a direct follow up of the participation of Lao PDR Codex Office to the FAO National Training Workshop on the same topic in the Philippines, held from 30 August to 1 September, 2017. The present Training Workshop was held on 20 - 22 March 2018 in Don Chan Palace Hotel, Vientiane, Lao PDR, hosted by the Food and Drug Department (FDD), Ministry of Health in collaboration with the Food and Agriculture Organization of the United Nations Regional Office for Asia and the Pacific (FAORAP). This training workshop is part of the FAO regional project “Support for Capacity Building for International Food Safety Standard Development and Implementation in ASEAN Countries (GCP/RAS/295/JPN)”.

The objectives of the training workshop were to provide participants with:

- enhanced understanding of the impact of Codex standards on international trade, structure and function of CAC, up-to-date information of recent Codex meetings, and food safety risk analysis
- opportunity to share knowledge and experience on current national Codex activities
- training on development of national/regional positions through mock sessions to enhance participants’ capacity to contribute effectively to Codex work

A total of thirty six (36) participants consisting of personnel from the food safety regulatory agencies of the Ministry of Health, Ministry of Agriculture and Forestry, Ministry of Industry and Commerce, Ministry of Science, academic institutes, as well as, private sectors actively participated in the three-day training workshop.

The training workshop methodology consisted of lectures, case studies, simulation-based sessions (mock session) and group work. Pre-test questionnaire was administered to the participants before the commencement of the training workshop to determine background knowledge on Codex activities. Post-test questionnaire was provided at the conclusion of the 3-day training workshop to determine knowledge uptake. During the training, many participants actively discussed and exchanged opinions on each topic of the training, especially on the risk assessment topic, as well as positively participated in the group session.

Comparative analysis of the result of the pre and post training examination revealed significant improvement in the knowledge and understanding of the participants on the subject matters. Further, 65% of the participants gave an excellent rating as to the quality of the workshop in general.

Participants were appreciative of the mock session as this provided them with the knowledge and experience on how to prepare before attending a Codex plenary session and how Codex plenary sessions are conducted. The general comments from individual participants included the need for more training, including risk assessment especially pesticide residue, more lengthy training on MOCK session, training on data generation for risk assessment and the development of surveillance protocol. The suggestions from some participants could be useful for further improvement of the training course and training manual.
Background

The national training workshop on Enhancing Effective Participation in Codex Activities in Lao PDR was conceptualized as a Way Forward after the participation of Lao PDR Codex Office to the FAO national Training Workshop on Enhancing Effective Participation in Codex Activities in Philippines that was held on 30 August to 1 September, 2017 in Quezon City, Philippines.

The Training Workshop on Enhancing Effective Participation in Codex Activities, as a part of the FAO regional project “Support for Capacity Building for International Food Safety Standard Development and Implementation in ASEAN Countries (GCP/RAS/295/JPN)”, was held on 20 - 22 March 2018 in Don Chan Palace Hotel, Vientiane, Lao PDR. The activity was organized by the Food and Drug Department (FDD) in collaboration with the Food and Agriculture Organization of the United Nations- Regional Office for Asia and the Pacific (FAORAP).

Ms Viengxay Vansilalom, Director of Food Control Division, Food and Drug Department (FDD), served as the Focal Person for the organization of the training workshop. Efficient secretariat and logistical support for the training activity were provided by the FDD.

Highlights of the training workshop

1st day (20 March 2018)

The Training Workshop on Enhancing Effective Participation in Codex Activities in Lao PDR started with an inaugural ceremony. Dr Stephen Rudgard, the FAO representative in Lao PDR delivered the opening remark and Mr Somthavy Changvisionmid, Director General, Food and Drug Department, Ministry of Health, delivered the welcome remark to the training workshop.

A total of 36 participants consisting of personnel from relevant Ministries including Ministry of Health, Ministry of Agriculture and Forestry, Ministry of Industry and Commerce, Ministry of Science, academic institutes as well as private sectors actively participated in the three-day training workshop. The list of participants to the training workshop can be seen on Annex 2. After the opening ceremony, the participants did the pre-test questionnaire to determine the level of background knowledge and understanding of the participants on Codex activities.

Ms Panpilad Saikaew introduced briefly the overview, objectives and methods of the training course. Program of Activities is attached as Annex 1.

Dr Masami Takeuchi introduced the history of the Codex and its objectives. She also explained Codex's structure, functions, working procedures, the Codex Committees and subsidiary bodies as well as the Codex texts. She then discussed the key provisions of the WTO Sanitary and Phytosanitary/ Technical Barriers to Trade (SPS/TBT) Agreements and their link to Codex, including the legal status by adoption of Codex standards and country role in resolving trade disputes. She also gave an overview of Codex meetings in 2016 and 2017 and the Codex strategic plan 2014-2019.

During the afternoon session, Dr Takeuchi explained the principles of risk analysis. The concept of risk analysis including risk management, risk assessment, and risk communication, as well as the four-steps of the risk assessment, were explained together with examples. Participants expressed interested in learning in-depth detail of the risk assessment and in response, the program was adjusted to lengthily discuss the topic. The need for training on chemical risk assessment was also identified during this session.

Ms Vansilalom presented the risk analysis activities in Lao PDR. The organizational chart of the FDD and the relevant organizations were introduced. The Food and Drug Advisory Committee
and the Lao PDR National Codex Committee had accordingly been established, however, these are not yet completely functional. The Lao PDR Food law was revised in 2013. Ms Vansilalom presented the level of Codex implementation including the adoption of Codex standards in Lao PDR standards, for instance, Food hygiene regulations and food labelling requirements. Later on she gave details on the weaknesses and limited capacity for data generation for the risk assessment.

2nd day (21 March 2018)

Ms Maribel Marges, Department of Agriculture Consultant, Philippines presented the current status of Codex activities in Philippines. The National Codex Organization (NCO) of the Philippines was created jointly by the Department of Agriculture and the Department of Health through a Joint Administrative Order in 2005, with participation from representatives from the private sector and the academe. The process of Codex work was formalized and institutionalized by developing the NCO Manual of Operations in 2010. The work of NCO parallels that of Codex and technical work is overseen by a Technical Committee composed of the Sub-Committees and Task Forces, which parallel equivalent Committees or Task Forces as those in Codex. The legal basis for Philippine participation in Codex was further strengthened with passage of The Food Safety Act of 2013. Ms Marges also shared the Current Process and Status of Adopting and Implementing Codex Standards in the Philippines for agricultural commodities and food.

Ms Saikaew, next shared Thai experiences on national standards development and their implementation, application of risk analysis principles, education, communication and active participation in Codex activities. She elaborated on the working process for Codex standard setting by showing the working process for considering draft standards. She explained various activities for participation in Codex activities such as provision of written comments and discussion papers, participation in working groups, submission of scientific data and hosting meeting, implementation of Codex standards at the national level, etc.

Ms Saikaew further discussed how to develop effective national positions and written comments for Codex participation. She explained the possibility for finding regional support for national position. There are two possible channels, namely, the CCASIA informal meeting held before Codex plenary session and the ASEAN Task Force on Codex (ATFC). The scope of the ASEAN Task Force on Codex (ATFC), the joint ASEAN position and examples of the development of a regional position were likewise explained. Ms Saikaew described that the ATFC was established to serve as a forum to discuss Codex issues of interest to ASEAN countries and to formulate common ASEAN positions in Codex meetings. The ATFC meeting is held once a year (around May-June) for briefing the members about Codex related matters including de-briefing about CAC and other Committee meetings.

Dr Takeuchi and Ms Saikaew taught the participants how to access the Codex Alimentarius Commission website and gave examples on going through the Codex website.

Following the lectures, a mock session was held simulating a real session of a Commodity Codex Committee meeting. Before starting the mock training session, Ms Saikaew gave the overview of how to effectively participate in the Codex activities. She also highlighted the objectives of a mock session, which are to improve effective participation in Codex activities and to reinforce links and cooperation through: a) better knowledge and understanding of Codex documentation and working procedures; b) enhanced knowledge of how to prepare, present and promote national positions in Codex Committees; and c) understanding the concept of consensus and how to reach it, and d) enhanced negotiation skills. Based on the materials of the MOCK Session, all the participants were divided into four hypothetical member countries (Country A, B, C, and D), as in a real Commodity Committee, in this case, that of the Fish and Fishery Products (CCFFP). Dr Takeuchi, Ms Vansilalom Viengxay, Ms Marges and Ms Saikaew served as the tutors to these four
hypothetical member countries. Each group discussed and prepared their delegation's position on all agenda items, including a hypothetical proposed draft Codex standard for fish sauce and a proposal for new work based on the guidance and documents provided. This step is simulated as the scenario of the national level. The hypothetical member countries each developed their positions, written comments and Conference Room Document (CRD), where appropriate, for participation in the plenary meeting. The countries were also instructed to conduct informal meetings with the other delegations during break time as part of simulating real Codex committee meetings.

3rd day (22 March 2018)
During the first two days of the training workshop, the venue was arranged in a conference room set up. For the mock session activity, the room was arranged to simulate the conduct of the plenary session. The Mock Plenary Session on the Thirty fifth Session of CCFFP was chaired by Ms Saikaew as Codex Chair, Dr Takeuchi as Codex Secretariat, Ms Vansilalom as Host Country, Ms Marge as FAO/WHO representative. Each group (hypothetical member country) was represented by a head of delegation. The set-up of the mock session as to the seating of delegates replicated the real Codex committee meetings.

Photos during the Mock Session, top to bottom: “Make-believe” Codex Chair with Codex Secretariat, Secretariat of Country Host and FAO/WHO representative, Head of Country Delegations; Country delegates
At the end of the mock session, the tutors provided their comments and insights as to how well the participants carried out the activities of the mock session. The tutors also gave pointers on how to prepare for the session and how to articulate the country's comments on the agenda issues. They also expressed their appreciation for the warm involvement and participative attitude of the body during the mock session.

For the post workshop activity, the participants were instructed to answer the post-test questionnaire and fill in the training feedback evaluation form. The results of the pre-test and post-test and the training evaluation are shown in Annex 3 and Annex 4 respectively. The training workshop was officially concluded with the distribution of certificates of participation and USB files for the participants.

**Conclusion and recommendations**

Pre-workshop and post-workshop questionnaires were administered to measure the knowledge gain of the participants. The questionnaires also included commentary parts on their expectations (pre-workshop) and recommendations (post-workshop). Many participants wrote that their expectations for the workshop were to 1) understand Codex and its objectives; 2) know how to access the Codex website and Codex Standards; 3) how to establish Codex standards especially on pesticide residues; 4) understand the risk analysis concept and 5) understand how to implement Codex standards at national level.

As to the knowledge gain assessment, pre-workshop questionnaire scores (PRE) and post-workshop questionnaire scores (POST) were analyzed by the Paired t-test. Those who did not return either one of the questionnaires were excluded from the analysis (N=19). With having the highest score of 14 and the lowest of 1, the means of PRE and POST were 5.37 (SD 3.06) and 11.11 (SD 1.52), respectively. Thus 99% confidence interval of this difference is from -7.716 to -3.758 and the t-value was calculated to be 2.878 with the degree of freedom of 18. The result showed the two-tailed P value of < 0.001, thus in conclusion, the knowledge gain by the participants was extremely statistically significant.

Post-workshop comments from the participants showed that their expectations were fulfilled. Some participants emphasized their appreciation of the mock session as this provided them with the knowledge and experience on how to prepare before attending the Codex plenary session and how Codex plenary sessions are conducted and confirmed that all of the general and specific objectives were achieved.

Additional comments were provided including: the need for more training, including risk assessment especially pesticide residue; more lengthy training on MOCK session; training on data generation for risk assessment; and the development of surveillance protocol. Participants rated the technical inputs of the experts and the materials and handouts provided as very useful with 83% success. Quality of the workshop was evaluated as 65% whereas the subject relevance and usefulness of the workshop for their work was found 87% useful.

Improvements suggested include extending the training duration and the continued support on capacity building for data generation. Suggestions from some participants could be useful for further improvement of the training course and the work plan for this FAO regional project.
Annex 1. Program of activities

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<th>Activity</th>
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<tr>
<td>08.00-09.00</td>
<td>Registration/Morning Coffee</td>
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<tr>
<td>09.00-09.20</td>
<td>Opening session <em>(Agenda Item 1)</em></td>
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<td></td>
<td>• Welcome Remarks</td>
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<td></td>
<td><em>Mr Somthavy Changvisonmid, Director General, Food and Drug Department</em></td>
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<td></td>
<td>• Opening Remarks</td>
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<tr>
<td></td>
<td><em>Mr Stephen Anthony Rudgard, FAO Representative, FAO Lao PDR</em></td>
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<tr>
<td>09.20-09.30</td>
<td>Group Photo</td>
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<tr>
<td>09.30-09.45</td>
<td>Roll Call of Participants by Agency</td>
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<tr>
<td></td>
<td>Overview, objectives and methods of the training course <em>(Agenda Item 2)</em></td>
</tr>
<tr>
<td></td>
<td><em>Ms Panpilad Saikaew, Project Coordinator, FAORAP</em></td>
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<tr>
<td>09.45-10.15</td>
<td>Coffee Break</td>
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<tr>
<td><strong>The Codex Alimentarius Commission and Its Relevance to Food Trade (Agenda Item 3)</strong></td>
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<tr>
<td>10.15-11.15</td>
<td>The Codex Alimentarius Commission</td>
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<td>CAC and International agreements governing food trade</td>
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<td>Codex meetings in 2017-2018 and outcome</td>
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<td></td>
<td><em>Ms Masami Takeuchi, Food Safety Officer, FAO</em></td>
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<tr>
<td>11.15-11.45</td>
<td>Q and A and Discussion</td>
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<tr>
<td>11.45-13.00</td>
<td>Lunch</td>
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<tr>
<td><strong>Risk Analysis in the framework of Codex (Agenda Item 4)</strong></td>
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<tr>
<td>13.00-14.00</td>
<td>Overview of Risk Analysis</td>
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<td></td>
<td><em>Ms Masami Takeuchi, Food Safety Officer, FAO</em></td>
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<tr>
<td>14.00-14.20</td>
<td>Risk Analysis in Lao PDR</td>
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<td></td>
<td><em>Ms Vansilalom Viengxay, Lao FDA</em></td>
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<tr>
<td>14.20-15.00</td>
<td>Q and A and Discussion</td>
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<tr>
<td>15.00-15.30</td>
<td>Coffee Break</td>
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<tr>
<td><strong>Codex Activities in ASEAN and in Lao PDR (Agenda Item 5)</strong></td>
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<tr>
<td>15.30-16.15</td>
<td>Current status of Codex activities at national level.</td>
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<td></td>
<td><em>Ms Panpilad Saikaew, Project Coordinator, FAORAP</em></td>
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<tr>
<td>16.15-17.00</td>
<td>Current Process and Status of Adopting and Implementing Codex Standards in Lao PDR</td>
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<td></td>
<td><em>Ms Vansilalom Viengxay, Lao FDA</em></td>
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<tr>
<td><strong>Wednesday, 21 March (Day 2)</strong></td>
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<tr>
<td>09.00-9.45</td>
<td>Participation in Codex work</td>
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<tr>
<td></td>
<td><em>Ms Maribel Marges, Resource Person</em></td>
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<tr>
<td>09.45-10.30</td>
<td>Developing National Positions/ Written Comments</td>
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<tr>
<td></td>
<td><em>Ms Panpilad Saikaew, Project Coordinator, FAORAP</em></td>
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<tr>
<td>10.30-11.00</td>
<td>Coffee Break</td>
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<tr>
<td>11.00-12.30</td>
<td>Developing Regional Positions</td>
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<tr>
<td></td>
<td><em>Ms Panpilad Saikaew, Project Coordinator, FAORAP</em></td>
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<tr>
<td>12.30-13.30</td>
<td>Lunch</td>
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<tr>
<td>13.30-14.30</td>
<td>Introduction to the Codex web tools</td>
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<tr>
<td></td>
<td><em>Ms Panpilad Saikaew, Project Coordinator, FAORAP</em></td>
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<td></td>
<td><em>Ms Masami Takeuchi, Food Safety Officer, FAO</em></td>
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<td><strong>Mock Session (Agenda Item 7)</strong></td>
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<tr>
<td>14.30-15.30</td>
<td>Preparations for the Mock Session</td>
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<td></td>
<td><em>Ms Panpilad Saikaew, Project Coordinator, FAORAP</em></td>
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<tr>
<td>15.30-16.00</td>
<td>Coffee Break</td>
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<tr>
<td>Time</td>
<td>Event</td>
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<tr>
<td>16.00-17.00</td>
<td>Mock Session:</td>
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<td>Trainers for 4 groups: (Country A, B, C, D) 4 delegations attending the CCFFP35</td>
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<tr>
<td>Thursday, 22 March (Day 3)</td>
<td>Mock Session, cont. (Agenda Item 7)</td>
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<td>09.00-10.00</td>
<td>Mock session:</td>
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<tr>
<td></td>
<td>Informal Meeting between delegations + Exchange of views with other delegations [Group Exercise]</td>
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<td>10.00-10.30</td>
<td>Coffee Break</td>
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<tr>
<td>10.30-12.00</td>
<td>Mock session: Plenary of CCFFP</td>
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<td></td>
<td>Ms Masami Takeuchi, Food Safety Officer, FAO</td>
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<tr>
<td>12.00-13.00</td>
<td>Lunch</td>
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<tr>
<td>13.00-15.30</td>
<td>Mock Session:</td>
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<tr>
<td></td>
<td>In-session Working Group</td>
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<td></td>
<td>What specific language templates to use to articulate your positions?</td>
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<tr>
<td>15.30-15.45</td>
<td>Coffee break</td>
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<tr>
<td>15.45-16.45</td>
<td>Discussion/ Debriefing: Lessons learned from the Mock Session</td>
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<td></td>
<td>Ms Masami Takeuchi, Food Safety Officer, FAO</td>
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<td>16.45-17.30</td>
<td>Closing session (Agenda Item 8)</td>
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<td></td>
<td>Ms Masami Takeuchi, Food Safety Officer, FAO</td>
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<td>Distribution of Training Certificates</td>
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</tbody>
</table>
Annex 2. List of participants

MINISTRY OF HEALTH

FOOD AND DRUG DEPARTMENT

1. Mr Somthavy CHANGVISOMMID
   Director General of Food and Drug Department
   Ministry of Health
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   Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

3. Ms Phoxay SISOMVANG
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   Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

4. Mr Thongmy VONGDAOHEUANG
   Head of Administrative Division
   Food and Drug Department, Ministry of Health
   Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

5. Mr Phoprasith OUDOMSINH
   Technical Staff, Food Control Division
   Food and Drug Department, Ministry of Health
   Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

6. Ms Xiengsamay SYLEUXAY
   Deputy Chemical Control Division
   Food and Drug Department, Ministry of Health
   Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

7. Ms Sousavanh PHOMPARDEE
   Technical Staff of Administrative Division, Food and Drug Department, Ministry of Health
   Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

BUREAU OF FOOD AND DRUG INSPECTION

8. Ms Sivilay NAPAYVONG
   Deputy Director Bureau of Food and Drug Inspection, Ministry of Health
   Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

9. Mr Southavanh THEPHASY
   Technical Staff of Food Control Unit, Bureau of Food and Drug Inspection, Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

10. Ms Vongphachanh DOUANGDALA
   Technical Staff of Food Control Unit, Bureau of Food and Drug Inspection, Simeuang Road, MOH Building, Sisattanak District, Vientiane, 01000

FOOD AND DRUG QUALITY CONTROL CENTER

11. Ms Douangchay MALAVANH
    Deputy Director Food and Drug Quality Control Center, Kaoyort village, Sisathanak District, Vientiane Capital Lao PDR

12. Ms Phonepaphay THANMAVONGSA
    Technical Staff of Food Quality Control Unit
    Food and Drug Quality Control Center, Kaoyort village, Sisathanak District, Vientiane Capital Lao PDR

FOOD AND DRUG UNIT

13. Ms Kongsone MANIBOD
    Technical Staff of Food Control Unit Food and Drug Unit, Thatlaung Village, Xaysetha District, Vientiane Capital Lao PDR

14. Ms Dalivanh VONGPHACHAN
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| 15. | Ms Ketnaly Phomout | Technical Staff  
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<tr>
<td>MINISTRY OF AGRICULTURE AND FORESTRY</td>
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</tbody>
</table>
| 16. | Mr Souliya SOUVANDON | Deputy Director of Regulatory Division,  
Chanthaboury District, Vientiane  
Capital, Lao PDR |
| DEPARTMENT OF AGRICULTURE |
| 17. | Ms Panida PHOMMALYSACK | Head Section, Department Livestock and Fishery, Sikoa District, Vientiane  
Capital, Lao PDR |
| NATIONAL ANIMAL HEALTH LABORATORY |
| 18. | Ms Chanthana SENAPHONH | Technical Staff, National Animal Health Laboratory,  
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Capital, Lao PDR |
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| 20. | Mr Visanou KHOUMPONPHITHACK | Technical Staff  
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Vientiane Capital, Laos PDR |
| 21. | Mr Toulasai PHANTHAVONG | Technical Staff  
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| 23. | Mr Keauthay PHIRAVANH | Technical officer of Standard Division,  
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| 25. | Mr Phongphayboun PHONEPASEUTH | Academic Faculty of Pharmacy,  
Samsenthai Road, UHS, Sisattanak District, Vientiane Capital, Lao PDR |
| 26. | Ms Suchinda THILAPHONG | Academic Faculty of Pharmacy,  
Samsenthai Road, UHS, Sisattanak District, Vientiane Capital, Lao PDR |
| NATIONAL UNIVERSITY OF LAOs |
| 27. | Mr Santi KONGMANY | Head of Subject Unit  
National University of Laos  
DongDonk Village, Xaythany District, Vientiane Capital, Lao PDR |
| 28. | Mr Yongshin Cho | Member  
National University of Laos  
DongDonk Village, Xaythany District, Vientiane Capital, Lao PDR |
| 29. | Mr Yanglao Yialee | Lecturer  
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   PDR

PRIVATE SECTORS

31. Mr Soulikhan PHOUDTAVONG
   Lao Flammer Products
   Xaythany District, Vientiane Capital,
   Laos PDR

32. Mr Yu Deagsang
   Director
   NON/LAO.CO.LTd
   Sivilay Village, Xaythany District
   Vientiane Capital, Laos PDR

33. Ms Malayleck LATSAJACK
   Technical of ISO Coordinator
   Beer Lao Company
   Hatxayphong District,
   Vientiane Capital, Laos PDR

34. Ms Soupatta Sihalad
   Officer, Salt Factory,
   Xaythany District,
   Vientiane Capital, Laos PDR

RESOURCE PERSONS

35. Ms Maribel Marges
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40. Mr Thavone NOUANPHONGSY
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   Food and Drug Department, Ministry of
   Health, Simeuang Road, MOH Building,
   Sisattanak District, Vientiane Capital,
   Laos PDR
## Annex 3. Pre-test and post-test questionnaire

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Annex 4. Evaluation on effectiveness of the training workshop

| Name ______________________________ |
| Agency ______________________________ |

1. How do you evaluate the quality of the training workshop in general?
   - Excellent (66%)
   - Very good (30%)
   - Adequate (4%)

2. Was the subject of the training workshop useful and relevant to your needs?
   - Very useful (83%)
   - Somewhat useful (17%)
   - Not useful (Please explain why not)

3. Were the materials and handouts useful and the information relevant?
   - Very useful (83%)
   - Somewhat useful (17%)
   - Not useful (Please explain why not)

4. Were the technical inputs by experts useful and relevant?
   - Very useful (83%)
   - Somewhat useful (17%)
   - Not useful (Please explain why not)

5. Did you find the Mock Training sessions relevant and useful?
   - Very useful (83%)
   - Somewhat useful (17%)
   - Not useful (Please explain why not)

6. Any other recommendations/comments/suggestions for improvements
   - I hope FAO will give a chance for us to participate this training.
   - Continues training one a year
   - This workshop is useful and mock session help participants for well understanding.
   - Practice of Mock session should have more time days and more than one topic
   - It should have the real meeting record for showing the example of Mock session
   - Obtained many thing from this training.
   - Translation in to the Lao language is necessary.
   - Request for support on training on the risk assessment and establishment of pesticide residue standard.
   - Very best! Let’s do it again.