

CODEX ALIMENTARIUS COMMISSION



Food and Agriculture
Organization of the
United Nations



World Health
Organization

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CL 2019/115/OCS-GP
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TO: Codex Contact Points
Contact Points of international organizations having observer status with Codex

FROM: Secretariat, Codex Alimentarius Commission,
Joint FAO/WHO Food Standards Programme

SUBJECT: **Request for Comments on the Procedural guidance for committees working by correspondence**

DEADLINE: **16 February 2020**

BACKGROUND

1. For the background information, please refer to the work of the EWG referred to in document [REP19/GP](#) paragraph 26.

REQUEST FOR COMMENTS

2. Codex members and observers are invited to submit comments on the document on [Procedural guidance for committees working by correspondence](#), which is uploaded to the Codex Online commenting System (OCS): <https://ocs.codexalimentarius.org/>, as per the guidance below.

GUIDANCE ON THE PROVISION OF COMMENTS

3. Comments should be submitted through the Codex Contact Points of Codex members and observers using the OCS.
4. Contact Points of Codex members and observers may login to the OCS and access the document open for comments by selecting "Enter" in the "My reviews" page, available after login to the system.
5. Contact Points of Codex members and observers organizations are requested to provide proposed changes and relevant comments/justifications on a specific paragraph (under the categories: editorial, substantive, technical and translation) and/or at the document level (general comments or summary comments). Additional guidance on the OCS comment categories and types can be found in the OCS [Frequently Asked Questions \(FAQs\)](#).
6. Other OCS resources, including the user manual and short guide, can be found at the following link: <http://www.fao.org/fao-who-codexalimentarius/resources/ocs/en/>.
7. For questions on the OCS, please contact Codex-OCS@fao.org.