JOINT FAO/WHO FOOD STANDARDS PROGRAMME

CODEX ALIMENTARIUS COMMISSION

42nd Session

CICG, Geneva, Switzerland, 7 - 12 July 2019

REPORT OF THE SEVENTY-SIXTH SESSION OF THE
EXECUTIVE COMMITTEE OF THE CODEX ALIMENTARIUS COMMISSION

FAO Headquarters, Rome, Italy, 7 July 2018
# TABLE OF CONTENTS

**Report of 76th Session of the Executive Committee of the Codex Alimentarius Commission** .......................................................................................................................... page i

<table>
<thead>
<tr>
<th>Paragraph</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introduction</strong></td>
<td>1 - 2</td>
</tr>
<tr>
<td><strong>Adoption of the Agenda</strong> (Agenda item 1)</td>
<td>3 - 4</td>
</tr>
<tr>
<td><strong>Development of the Codex Strategic Plan 2020-2025:</strong> Process and Timeline (Agenda item 2.a)</td>
<td>5</td>
</tr>
<tr>
<td><strong>Development of the Codex Strategic Plan 2020-2025:</strong> Terms of reference of second CCEXEC strategic-planning subcommittee (Agenda item 2.b)</td>
<td>6 - 7</td>
</tr>
<tr>
<td><strong>Codex Communications Work Plan 2017-2019: Implementation Status</strong> (Agenda item 3)</td>
<td>8</td>
</tr>
<tr>
<td><strong>Regular Review of Codex Work Management: Report 2017-2018</strong> (Agenda item 4)</td>
<td>9</td>
</tr>
<tr>
<td><strong>Regular Review of Codex Work Management: Topic 2018-2019</strong> (Agenda item 5)</td>
<td>10</td>
</tr>
<tr>
<td><strong>Applications from International Non-Governmental Organizations for Observer Status in Codex</strong> (Agenda item 6)</td>
<td>11</td>
</tr>
<tr>
<td><strong>Any Other Business</strong> (Agenda item 7)</td>
<td>12 - 16</td>
</tr>
<tr>
<td>Deferral of the FAO/WHO Regional Coordinating Committees</td>
<td>12</td>
</tr>
<tr>
<td>Organization of the CAC Agenda</td>
<td>13</td>
</tr>
<tr>
<td>Exchange of Views Regarding the Critical Review</td>
<td>14</td>
</tr>
<tr>
<td>The use of Russian Language in Codex</td>
<td>15</td>
</tr>
<tr>
<td>The Role of CCEXEC</td>
<td>16</td>
</tr>
<tr>
<td>Forthcoming Session</td>
<td>17</td>
</tr>
</tbody>
</table>

**APPENDICES**

- **Appendix I** List of Participants ............................................................................ 8
- **Appendix II** Inclusiveness and Timeliness in the Development of the Codex Strategic Plan 2020-2025 ........................................... 10
- **Appendix III** Terms of Reference for Second Strategic Planning Sub-Committee of CCEXEC .................................................. 12
INTRODUCTION

1. The Executive Committee of the Codex Alimentarius Commission held its 76th Session (CCEXEC76) at the Headquarters of the Food and Agriculture Organization of the United Nations (FAO), in Rome, Italy, on 7 July 2018. A list of participants is contained in Appendix I.

2. The Chairperson of the Commission, Mr Guilherme da Costa Junior (Brazil), opened the meeting, in the presence of the Codex Secretary, Mr Tom Heilandt, Head of the Food Safety and Quality Unit of FAO, Ms Renata Clarke, and Coordinator, Department of Zoonoses and Food Safety of the World Health Organization (WHO), Ms Angelika Tritscher.

ADOPTION OF THE AGENDA (Agenda item 1)

3. CCEXEC76 adopted the following amended provisional agenda:

   I. Adoption of the Agenda
   II. Development of the Codex Strategic Plan 2020-2025
      a) Process and Timeline (CRD2)
      b) Terms of Reference of Second CCEXEC Strategic-Planning Subcommittee (CRD1)
   III. Codex Communications Work Plan 2017-2019: Implementation Status (CX/EXEC 18/75/4)
   V. Regular Review of Codex Work Management: Topic 2018-2019 (CX/EXEC 18/75/5)
   VI. Applications from International Non-Governmental Organizations for Observer Status in Codex (CX/EXEC 18/75/7)
   VII. Any Other Business

4. CCEXEC76 further agreed to consider the following matters under item 7, “Any other business”:

   i. Deferral of the FAO/WHO Regional Coordinating Committees (proposed by the Coordinator for the Latin America and the Caribbean Region (LAC));
   ii. Organization of the CAC agenda (proposed by the Coordinator for LAC);
   iii. Exchange of views regarding the critical review, including chairpersons’ comments and how best to address them (proposed by the Member from Europe);
   iv. The use of the Russian language in Codex (proposed by the Coordinator for Europe);
   v. The role of CCEXEC (CRD3) (proposed by the Chairperson); and
   vi. Forthcoming Session.

DEVELOPMENT OF THE CODEX STRATEGIC PLAN 2020-2025 (Agenda item 2)

Process and Timeline (Agenda item 2a)

Conclusion

5. CCEXEC76:

   i. agreed on its ambition to submit the draft strategic plan for endorsement by CAC42 in accordance with the timeline (Appendix II);
   ii. noted that to do so would require a round of physical meetings in all regions in the period between August and November 2018;
   iii. welcomed the offer from the Codex Secretariat of assistance in facilitating and supporting such meetings in close cooperation with regional coordinators and host countries, making use of planned workshops and other relevant events; and
   iv. noted the possibility for further review in the margins of other committees, including at the thirty-first session of the Codex Committee on General Principles.

____________________________

1 Inclusiveness and timeliness in the development of the Codex Strategic Plan 2020-2025 (CRD2).
Terms Of Reference Of Second CCEXEC Strategic-Planning Subcommittee (Agenda item 2b)

Conclusion
6. CCEXEC76 agreed to the terms of reference of the second strategic-planning subcommittee of CCEXEC (Appendix III).

7. CCEXEC76 agreed to retain the existing wording of Activity 2.3.3 in the Action Plan with the addition of a footnote clarifying the consideration of factors as in the Strategic Plan 2014-2019.

CODEX COMMUNICATIONS WORK PLAN 2017-2019: IMPLEMENTATION STATUS (Agenda item 3)

Conclusion
8. CCEXEC76:
   i. recognized the importance of the communications work developed by the Codex Secretariat and recommended it continue based on the 2017-2019 work plan, looking forward to the promotion of the importance of Codex for all actors involved in food safety and fair practices in food trade; and
   ii. noted that such activities supported the delivery of the Strategic Plan objective that Codex standards be used globally and therefore required adequate resources.

REGULAR REVIEW OF CODEX WORK MANAGEMENT: REPORT 2017-2018 (Agenda item 4)

Conclusion
9. CCEXEC76 noted the conclusions of CAC41 (REP 18/CAC, paras. 109-121) and requested that the Codex Secretariat prepare a paper to support further discussion at CCEXEC77 on recommendations (ii), (iii) and (iv) of the 2017-2018 Regular Review of Codex Work Management.

REGULAR REVIEW OF CODEX WORK MANAGEMENT: TOPIC 2018-2019 (Agenda item 5)

Conclusion
10. CCEXEC76:
    i. noted the selection of “the critical review function of the Executive Committee” as the topic for the regular review of Codex work management for 2018-2019, recalling that critical review by CCEXEC facilitated the work of CAC;
    ii. requested that the Codex Secretariat take account of comments made during CCEXEC76 in conducting the review; and
    iii. in subsequent meetings of CCEXEC, this agenda item could also include substantive discussion of other initiatives that might improve work management in Codex.

APPLICATIONS FROM INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS FOR OBSERVER STATUS IN CODEX (Agenda item 6)

Conclusion
11. CCEXEC76 recommended that the Directors-General of FAO and WHO:
    i. grant observer status to the Federación Panamericana de Lechería (FEPALE) and the International Ready-to-Use Foods Association (IRUFA); and
    ii. grant observer status to Tea & Herbal Infusions Europe (THIE) subject to the following conditions to avoid double representation: “At meetings where FoodDrinkEurope is represented, THIE can only participate as part of the FoodDrinkEurope delegation and cannot speak as THIE. THIE can submit written comments only on those issues for which FoodDrinkEurope does not submit any comments. THIE would only participate as such in Codex meetings when FoodDrinkEurope is not represented.”

---

2 Terms of reference for second strategic planning sub-committee of CCEXEC (CRD1)
3 Text of additional footnote: "The consideration of other factors in the Codex standard-setting process is governed by the Statements of Principle Concerning the Role of Science in the Codex Decision-Making Process and the Extent to Which Other Factors are Taken into Account."
4 CX/EXEC 18/75/4
5 CX/CAC 18/41/13
6 CX/EXEC 18/75/5
7 Audio recording available on the CCEXEC76 webpage.
8 CX/EXEC 18/75/7
ANY OTHER BUSINESS (Agenda item 7)

Deferral of the FAO/WHO Regional Coordinating Committees (RCCs)

Conclusion

12. CCEXEC76:
   I. expressed concern regarding the postponement of the RCCs but recognized the challenges having led to the decision, and requested that the Regional Coordinators and the Chairperson and Vice-Chairpersons of the Commission be consulted prior to any such decision in future should similar circumstances arise;
   II. noted the Codex Secretariat’s explanation of the difficulties having led to the decision and its commitment to hold prior consultations with Regional Coordinators and the Chairperson and Vice-Chairpersons of the Commission should such circumstances arise in future; and
   III. noted the statement of the representative of FAO recognizing the central role of the RCCs, reiterating that their postponement should not be construed as diminishing the importance of their work in the Codex structure, and reaffirming that such disruptions should be avoided in future.

Organization of the CAC agenda

Conclusion

13. CCEXEC76, recognizing the need to improve time management during sessions of the Codex Alimentarius Commission to ensure due consideration was given to the items on its agenda, agreed that the Codex Secretariat would work with the Commission Chairperson and Vice-Chairpersons to identify potential solutions and report to CCEXEC77 in that regard, making pertinent materials available to CCEXEC members in advance.

Exchange of views regarding the critical review, including Chairpersons’ comments and how best to address them

Conclusion

14. The Committee recalled it had considered these matters under item agenda 5.

The use of the Russian language in Codex

Conclusion

15. CCEXEC76 noted the concern expressed by the Regional Coordinator for Europe regarding the need to improve the use of the Russian language in Codex work.

The role of CCEXEC

Conclusion

16. CCEXEC76 agreed to examine CRD3 and discuss the matter further at CCEXEC77.

Forthcoming Session

17. The Executive Committee agreed to convene its next session in Geneva, Switzerland, immediately preceding CAC42, with arrangements to be confirmed in advance by the Codex Secretariat.

---

9 The Role of the CCEXEC prepared by the Chair and the Vice-Chairs of the CAC (CRD3 of CCEXEC75).
LIST OF PARTICIPANTS
LISTE DES PARTICIPANTS
LISTA DE PARTICIPANTES

CHAIRPERSON
PRESIDENT
PRESIDENTE

Dr Guilherme Antonio Costa Junior
Chair of the Codex Alimentarius Commission
Secretariat of Agribusiness International Relations (SRI)
Ministry of Agriculture, Livestock and Food Supply (MAPA)
Esplanada dos Ministerios BLD
Brasilia
Brazil
Tel: +55 61 3218-3468
Email: guilherme.costa@agricultura.gov.br

ASSISTANT TO THE CHAIRPERSON
Assistant du Président
Asistente al Presidente

Mr Rafael Guimaraes Requiao
Secretaria de Relações Internacionais do Agronegócio
Ministério da Agricultura, Pecuária e Abastecimento
Brasilia
Brazil
Tel: +55 (61) 3218 2510
Email: rafael.requiao@agricultura.gov.br

VICE-CHAIRPERSONS
VICE-PRESIDENTS
VICEPRESIDENTES

Prof Purwiyatno Haryadi
National Codex Committee of Indonesia
Southeast Asian Food & Agricultural Science & Technology (SEAFAST) Center
Bogor Agricultural University
IPB Campus, Darmaga
Bogor 16680
Indonesia
Tel: (+62) 811110351
Email: pharyadi@apps.ipb.ac.id

Eng Mariam Eid
Head of Agro-Industries Department
Ministry of Agriculture
Beirut
Lebanon
Tel: 009613567542
Email: meid@agriculture.gov.lb

Mr Steve Wearne
Director of Policy and Science
UK Food Standards Agency
Clive House 70 Petty France
London
United Kingdom
Tel: +44 7795 353580
Email: steve.wearne@food.gov.uk
MEMBERS ELECTED ON A GEOGRAPHIC BASIS
Membres élus sur une base géographique
Miembros elegidos sobre una base geográfica

AFRICA
AFRIQUE
ÁFRICA

Mr Charles Emeka Nwagbara  
Head, Codex Contact Point Nigeria  
Standards Organisation of Nigeria  
52 Lome Crescent, Wuse Zone 7  
Abuja  
Nigeria  
Tel: +2348072801989  
Email: charles_nwagbara@yahoo.com

Advisors to the Member for Africa  
Conseiller du Membre pour l’Afrique  
Asesor del Miembro para África  

Prof Amadou Diouf  
Président du Comité national du Codex Alimentarius  
Centre Anti Poison  
Ministère de la Santé et de l’Action sociale  
Hôpital de Fann  
Dakar  
Senegal  
Tel: +221 77 644 98 23  
Email: amdouf@me.com ; amdou.Diouf@ucad.edu.sn

Mr Lazaro Henry Msasalaga  
Process Technology Standards Manager  
Codex Contact Point  
Process Technology Standards Department  
Tanzania Bureau of Standards  
P.O. Box 9524  
Dar-es-Salaam  
United Republic of Tanzania  
Tel: +255 22 2450206  
Email: codex@tbs.go.tz

ASIA
ASIE  
ÁSIA

Ms Norrani Eksan  
Deputy Director  
Food Safety and Quality Division  
Ministry of Health Malaysia  
Level 4, Menara Prisma No 26, Jalan Persiaran Perdana, Precint 3  
Putrajaya  
Malaysia  
Tel: +603 88850794  
Email: norrani@moh.gov.my

Advisors to the Member for Asia  
Conseiller du Membre pour l’Asie  
Asesor del Miembro para Asia  

Ms Yayoi Tsuijyama  
Acting Director for International Standards Office  
Food Safety and Consumer Affairs Bureau  
Ministry of Agriculture, Forestry and Fisheries  
1-2-1 Kasumigaseki, Chiyoda-ku,  
Tokyo  
Japan  
Tel: +81-3-3502-8732  
Email: yayoi_tsuijyama170@maff.go.jp

Europe
EUROPE
EUROPA

Mrs Vigdis S. Veum Møllersen  
Senior Adviser  
Norwegian Food Safety Authority  
Head Office  
Felles Postmottak  
P.O Box 383  
Brumunddal  
Norway  
Tel: +47 22 77 91 04  
Email: visvm@mattilsynet.no

Advisors to the Member for Europe  
Conseillers du Membre pour l’Europe  
Asesores del Miembro para Europa  

Mr Mike O’neill  
Head of Codex Policy & Programmes  
Food Standards Agency  
Clive House, 70 Petty France  
London  
United Kingdom  
Tel: +44 (0) 20 72768664  
Email: Mike.Oneill@food.gov.uk

Mr Niklas Schulze Icking  
Deputy Head of Division  
Federal Ministry of Food and Agriculture  
Wilhelmstr.54  
Berlin  
Germany  
Tel: +49 30 18529-3515  
Email: niklas.schulze-icking@bmel.bund.de

Latin America and the Caribbean
AMERIQUE LATINE ET CARAÏBES  
AMÉRICA LATINA Y EL CARIBE

Mr César Osvaldo Orozco Arce  
Director of Normativity Internacional and Agroindustria  
Dirección General de Normas  
Secretaría de Economía  
Puente de Tecamachalco no. 6 Col. Lomas de Tecamachalco, Naucalpan de Juárez  
Edo. de Mex.  
Mexico  
Tel: +52 (55) 5229-6100 Ext.43247  
Email: cesar.orozco@economia.gob.mx
Advisors to the Member for Latin America and the Caribbean
Conseiller du Membre pour l'Amérique Latine et Caraïbes
Asesor del Miembro para América Latina y el Caribe

Mrs Nuri Gras
Executive Secretary
Chilean Agency for Food Safety and Food Quality, ACHIPIA
Calle Nueva York 17, Santiago
Santiago
Chile
Tel: +562 279 799 00
Email: nuri.gras@achipia.gob.cl

Advisors to the Member for North America
Conseillères du Membre pour l'Amérique du Nord
Asesores del Miembro para América del Norte

Mr Kenneth Lowery
International Issues Analyst
U.S. Codex Office
1400 Independence Avenue SW Room 4861-South Building
Washington DC
United States of America
Tel: +1 202 690 4042
Email: kenneth.lowery@fsis.usda.gov

Ms Mae Johnson
Director
Bureau of Policy, Intergovernmental and International Affairs
Health Canada, Government of Canada
251 Sir Frederick Banting Driveway AL 2204C
Ottawa
Canada
Tel: 613 957-8417
Email: mae.johnson2@canada.ca

NEAR EAST
PROCHE-ORIENT
CERCANO ORIENTE

Dr Nabila Abdelhalim
Commercial Minister Plenipotentiary
Economic & Commercial Affairs
Embassy of the Arab Republic of Egypt
Salario St. 267 – 00199 Rome
Rome
Italy
Tel: +39 06 853 55 092
Email: rome@ecs.gov.eg

Eng Ahmed Mohammed Elhelw
Codex Contact Point for Egypt
Food Standards
Egyptian Organization for Standardization and Quality (EOS)
16 Tadreeb AlMudarbeen St., AlAmeriah
Cairo
Egypt
Tel: +20 122 408 35 36
Email: Ahmed.Elhelw@eos.org.eg

Advisors to the Member for South West Pacific
Conseillères du Membre pour Pacifique Sud-Ouest
Asesores del Miembro para Pacífico Sudoccidental

Mr Tom Black
Director, Codex International Standards
Department of Agriculture and Water Resources
GPO Box 858
Canberra
Australia
Tel: +61 2627 16682
Email: tom.black@agriculture.gov.au

SOUTH WEST PACIFIC
PACIFIQUE SUD-OUEST
PACÍFICO SUDOCCIDENTAL

Mr Raj Rajasekar
Senior Programme Manager
Ministry for Primary Industries
25 The Terrace
Wellington
New Zealand
Email: raj.rajasekar@mpi.govt.nz

NORTH AMERICA
AMÉRIQUE DU NORD
AMÉRICA DEL NORTE

Ms Mary Frances Lowe
US Manager for Codex Alimentarius
US Codex Office
Department of Agriculture
Food Safety and Inspection Services
1400 Independence Avenue, SW Room 4861-S Bldg.
Washington
United States of America
Tel: +1 202 205 7760
Email: maryfrances.lowe@fsis.usda.gov
COORDINATORS
COORDONNATEURS
COORDINADORES

COORDINATOR FOR AFRICA
Coordonnateur pour l’Afrique
Coordinador para África
Dr Kimutai William Maritim
Senior Assistant Director
Directorate of veterinary Services
Ministry of Agriculture, Livestock, Fisheries and Irrigation
Private Bag Kabete
Nairobi
Kenya
Tel: +254722601653
Email: kimutaimaritim@yahoo.co.uk

COORDINATOR FOR ASIA
Coordonnateur pour l’Asie
Coordinador para Asia
Mr Sunil Bakshi
Advisor
(Codex / Regulations)
Food Safety and Standards Authority of India
FDA Bhawan, Near Bal Bhawan
New Delhi
India
Tel: +91-11-23237439
Email: sbakshi@fssai.gov.in

COORDINATOR FOR EUROPE
Coordonnatrice pour l’Europe
Coordinadora para Europa
Dr Nailya Karsybekova
Head of the Department for Codex Issues
Ministry of Health
Committee for Public Health Protection
National Center for Expertise
Dostyk Ave., 18
Business centre “Moscow”, 8th Floor, Office 19
Astana
Kazakhstan
Tel.: +7(712)554925
Email: nailya.karsybekeva@gmail.com

COORDINATOR FOR LATIN AMERICA AND THE CARIBBEAN
Coordonnateur pour l’Amérique Latine et les Caraïbes
Coordinador para América Latina y el Caribe
Mr Diego Varela
Coordinador Asuntos Internacionales
Agencia Chilena para la Inocuidad y Calidad Alimentaria, ACHPIA
Ministerio de Agricultura
Nueva York 17, piso 4
Santiago
Chile
Tel: +56 2 27979900
Email: diego.varela@achpia.gob.cl

COORDINATOR FOR NEAR EAST
Coordonnateur pour le Proche-Orient
Coordinador para el Cercano Oriente
Dr Mohammad Hossein Shojaee Aliabadi
Senior Scientific Adviser
Institute of Standards & Industrial Research of IRAN
Director and Laboratory Manager Faroogh Life Sciences Research Laboratory
No. 96, Parcham Street Tohid Square
Tehran
Iran (Islamic Republic of)
Tel: +98 912 159 17 66
Email: Farooghlab@gmail.com

COORDINATOR FOR NORTH AMERICA AND SOUTH WEST PACIFIC
Coordonnateur pour l’Amérique du Nord et le Pacifique Sud-Ouest
Coordinador para América del Norte y Pacífico Sudoccidental
Mr Timothy Tekon Tumukon
Director
Department of Biosecurity
Private Mail Bag 9086
Port Vila
Vanuatu
Tel: (678) 23519 or (678) 33580
Email: ttumukon@vanuatu.gov.vu
WORLD HEALTH ORGANIZATION (WHO)
Organisation mondiale de la Santé (OMS)
Organización Mundial de la Salud (OMS)

Dr Angelika Tritscher
Coordinator
Department of Food Safety and Zoonoses (FOS)
World Health Organization (WHO)
20, Avenue Appia
1211 Geneva 27
Switzerland
Tel: +41 22 7913569
Email: tritschera@who.int

FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS (FAO)
Organisation des Nations Unies pour l’alimentation et l’agriculture (FAO)
Organización de las Naciones Unidas para la Alimentación y la Agricultura (FAO)

Dr Renata Clarke
Head, Food Safety and Quality Unit
Agriculture and Consumer Protection Department
Food and Agriculture Organization of the U.N.
Viale delle Terme di Caracalla
Rome
Italy
Tel: +39 06 5705 2100
Email: Renata.Clarke@fao.org

Mr Markus Lipp
Senior Food Safety Officer
Agriculture and Consumer Protection Department
Food and Agriculture Organization of the U.N.
Viale delle Terme di Caracalla
Rome
Italy
Email: Markus.Lipp@fao.org

CODEX SECRETARIAT
Secrétariat du Codex
Secretaría del Codex

Mr Tom Heilandt
Secretary Codex Alimentarius Commission
Joint FAO/WHO Food Standards Programme
Food and Agriculture Organization of the U.N.
Viale delle Terme di Caracalla
Rome
Italy
Tel: +39 06 5705 4384
Email: tom.heilandt@fao.org

Ms Gracia Brisco
Food Standards Officer
Joint FAO/WHO Food Standards Programme
Food and Agriculture Organization of the U.N.
Viale delle Terme di Caracalla
Rome
Italy
Tel: +39 06 5705 52700
Email: gracia.brisco@fao.org

Ms Verna Carolissen-mackay
Food Standards Officer
Joint FAO/WHO Food Standards Programme
Food and Agriculture Organization of the U.N.
Viale delle Terme di Caracalla
Rome
Italy
Tel: +39 06 5705 5629
Email: verna.carolissen@fao.org

Ms Lingping Zhang
Food Standards Officer
Joint FAO/WHO Food Standards Programme
Food and Agriculture Organization of the U.N.
Viale delle Terme di Caracalla
Rome
Italy
Tel: +39 06570 53218
Email: lingping.zhang@fao.org

Ms Hilde Kruse
Senior Food Standard Officer
Joint FAO/WHO Food Standards Programme
Food and Agriculture Organization of the U.N.
Viale delle Terme di Caracalla
Rome
Italy
Tel: +39 0657053331
Email: Hilde.Kruse@fao.org
INCLUSIVENESS AND TIMELINESS IN THE DEVELOPMENT OF THE CODEX STRATEGIC PLAN 2020-2025

CCEXEC75 recalled the importance of inclusiveness and timeliness in the development of its new Strategic Plan. Members also recalled the value of regional consultation and the chairperson highlighted the need to use innovative approaches to achieving this. In this context informal discussions were held between the CAC Bureau, the Regional coordinators and the Secretariat to consider possible options.

Some of the important principles that emerged from the discussion were:

- strategic planning is an evolutionary process;
- regions and their members own the plan, which requires their active participation in its construction;
- regional coordinators play a key role in promoting engagement in the discussions on the strategic plan;
- regional implementation of the plan will be key.

Bearing the above in mind, it was agreed that we should aim to facilitate opportunities for discussion, both electronically and physically, that are tailored to the individual needs of the regions and focused on the strategic plan, rather than applying an overly rigid approach. To facilitate further discussion and potential agreement at CCEXEC76 on a framework for regional engagement, a timetable for completion is proposed below.

The proposed process, to facilitate adoption at CAC 42, provides three opportunities for discussion at the regional level – two on the content of the strategic plan (in July-November 2018 and in January-March 2019 (with the opportunity of meeting in the margins of CCGP as an option)), with the document being available for a final round before CCEXEC 77 and CAC42. The RCCs would then facilitate the development of regional implementation roadmaps10 for their respective regions.

While noting that a decision on the timetable for the completion of the new Strategic Plan would be discussed at CCEXEC76, the process below outlines the steps to be taken towards adoption at CAC 42. If it is agreed to extend the timetable for development, it is proposed that this would simply lengthen the period for consultation (Rounds 2 and 3) and that the final drafting would take place in December 2019 rather than April 2019. As the discussions highlighted the importance of having a regional roadmap for implementation of the Strategic Plan and, irrespective of the timetable followed, it is proposed that this be considered at the next round of Regional Coordination Meetings, in September-October 2019.

Process of engagement and revision of the Strategic Plan to support adoption at CAC42

---

10 In line with the observation that regions and members own the strategic plan, development of a regional roadmap for implementation is envisaged, as enabling the Regional Coordinating Committees to identify the specific activities where they would take leadership, identify where regions can lead the provision of relevant data etc. to help in monitoring the implementation of the strategic plan (building on existing data collection mechanisms where possible), and where regions could use the output to further promote and facilitate the work of Codex.
## Timeline

<table>
<thead>
<tr>
<th>Action</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>A circular letter requesting comments issued together with the revised Strategic Plan based on discussions at CCEXEC75 (and CCEXEC76)</td>
<td>1 August 2018</td>
</tr>
<tr>
<td>Face to face discussions convened in each region, using the margins of existing scheduled meetings or workshops where possible. These meetings would be proceeded by a proactive electronic discussion promoted by the regional coordinator and supported by the Codex secretariat. Their aim would be to familiarise members in the region with the plan, and promote the importance of comments from members in this first iteration.</td>
<td>1 August 2018 - 30 November 2018 (Round 1 of comments)</td>
</tr>
<tr>
<td>Deadline for comments from countries</td>
<td>30 November 2018</td>
</tr>
<tr>
<td>Revision of the Strategic Plan based on first round of comments. Drafting Group meeting convened in December (possibly in the margins of a subsidiary body meeting) to incorporate the comments received from the open comment period</td>
<td>1 December 2018 – 15 January 2019</td>
</tr>
<tr>
<td>Circular Letter issued requesting members’ comments and, to the extent possible, regional positions on the revised version of the Strategic Plan.</td>
<td>16 January 2019 (approx.)</td>
</tr>
<tr>
<td>Comment period on the revised version. Regional coordinators are encouraged to seek regional input to inform regional positions through electronic means or face-to-face discussions (e.g. in the margins of CCGP). Further comments from individual members would also be welcome.</td>
<td>16 January – 30 April 2019 (Round 2 of comments)</td>
</tr>
<tr>
<td>Final revision of the Strategic Plan by the Drafting Group.</td>
<td>1 – 30 May 2019</td>
</tr>
<tr>
<td>Final draft strategic plan in all languages posted on the CAC42 and CCEXEC77 webpages</td>
<td>1 June 2019</td>
</tr>
<tr>
<td>Discussion and recommendation on next steps by CCEXEC77</td>
<td>1 – 4 July 2019</td>
</tr>
<tr>
<td>Discussed and, if agreed, adopted at CAC</td>
<td>8 – 12 July 2019</td>
</tr>
<tr>
<td>Regional roadmaps for the implementation of the strategic plan discussed by the RCCs</td>
<td>September – October 2019</td>
</tr>
</tbody>
</table>
TERMS OF REFERENCE FOR SECOND STRATEGIC PLANNING SUB-COMMITTEE OF CCEXEC

Scope of work:
To develop a complete draft of the Strategic Plan 2020-2025 for consideration by CCEXEC77 and endorsement by CAC42.

Timetable and deliverables:
The sub-committee will start work on 1 August 2018. It will:

(i) develop a revised draft of the Strategic Plan 2020-2025 by the end of December 2018, taking account of comments received by members during the consultation period which will take place between August and November 2018;

(ii) develop a further revised draft of the Strategic Plan 2020-2025 by the end of May 2019, taking account of comments received by members during the consultation period which will take place between January and April 2019; and

(iii) consider and draft, throughout the period between August 2018 and May 2019, text relating to matters that require further consideration in an iterative manner, as identified in paragraph 53 of the report of CCEXEC75.

Membership and ways of working:
The sub-committee will be chaired by Vice-Chair, Steve Wearne, with Vice-Chair, Mariam Eid as alternate chair. The sub-committee will primarily work electronically using the online platform. All members of CCEXEC will be able to register and participate. Physical drafting meetings are envisaged in November/December 2018 and May 2019. Further physical meetings may be convened if necessary. The sub-committee will work in English.