

# codex alimentarius commission



FOOD AND AGRICULTURE  
ORGANIZATION  
OF THE UNITED NATIONS

WORLD  
HEALTH  
ORGANIZATION



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Agenda Item 15

## JOINT FAO/WHO FOOD STANDARDS PROGRAMME

### CODEX ALIMENTARIUS COMMISSION

#### *Twenty-seventh Session*

*International Conference Centre Geneva (Switzerland), 28 June – 3 July 2004*

### FAO/WHO PROJECT AND FUND FOR ENHANCED PARTICIPATION IN CODEX

#### FOURTH PROGRESS REPORT

#### SITUATION AS AT END-APRIL 2004

1. The Fund became operational end-February 2004, after the requisite minimum of US\$ 500,000 was reached. *Table 1* shows the funding situation as at 30 April 2004.

**Table 1. FAO/WHO Codex Trust Fund - Situation as at 30 April 2004**

<i>Donor</i>	<i>Amount in currency of contribution</i>	<i>Amount in US\$</i>
Canada <sup>a</sup>	CDN\$ 216 666	159 014
European Union	EUR 280 250	348 570
Ireland	EUR 50 000	60 824
Netherlands <sup>b</sup>	US\$ 50 000	50 000
Norway	US\$ 100 000	100 000
Switzerland	CHF 50 000	35 971
United States of America	US\$ 168 000	168 000
<b>Total amount received</b>	-	<b>US\$ 922 379</b>

a Canada is expected to contribute a further CDN\$166 666 each year in 2004/2005 and 2005/2006.

b The Netherlands has committed to an annual contribution of US\$50 000 for 2004, 2005 and 2006

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2. In December 2003, some preliminary information and an advance copy of the application form had already been made available on the WHO website. In March 2004, an information package was distributed to all Member countries of FAO and WHO, comprising a brief covering note and outline of the objectives of the Fund, the application procedure and application form for 2004, and a list of eligible countries. This information package (which is available in English, French, Spanish, Arabic, Russian and Chinese) was also sent to Codex Contact Points, and FAO and WHO regional and country offices.
3. Countries were invited to apply for funding by 15 April 2004 for Codex meetings scheduled for the remainder of 2004. 91 applications from eligible countries were received by the deadline. Trust Fund beneficiaries attended the CCFH, CCPR, CCGP and CCFL. In order to provide a completely up-to-date picture of applications for 2004, a conference room document (including detailed tables) will be available at the meeting of the Commission.
4. As a result of the broad circulation of information concerning the Trust Fund, several Member States of FAO and/or WHO have made enquiries to gain membership of Codex. This is considered to be a positive sign that participation in Codex activities will be extended to the greatest possible number of countries worldwide.
5. The FAO/WHO Consultative Group for the Codex Trust Fund, which met on 28-29 April 2004 in Rome, reviewed the comments made by the Executive Committee at its 53rd Session in February 2004, and discussed in detail issues relating to the criteria for funding and management of the Fund. The most salient conclusions are outlined below.

#### **CALL FOR APPLICATIONS FOR THE YEAR 2005**

6. The application form will be revised in the light of experience, and a call for applications will be launched end-June 2004, with a deadline for application of 1 October 2004. No further applications will be receivable after the specified deadline, except in the case of new Members of Codex (see paragraph 30 below). Experience with the first applications has shown that attempts to show flexibility and reduce administrative turn-around time have resulted in confusion, as a result of the complications inherent in international travel (e.g. visa requirements, airline schedules, delays in communication) which are beyond the control of the Trust Fund secretariat.
7. Eligible countries should ensure that the application form is forwarded direct to the correct e-mail or fax address at WHO headquarters in Geneva, as stated at the top of the application form. Forms sent through other channels may be severely delayed, hence jeopardizing a country's chances of meeting the deadline.

#### **COORDINATION BETWEEN GOVERNMENTAL ENTITIES**

8. This is one of the basic criteria for eligibility (as stated in *Annex 1* of the Third progress report, document CX/EXEC 04/53/3). Early experience with applications has revealed that this is the most difficult basic criterion in terms of administration. In a few extreme cases, several applications have been received from different governmental entities, listing different proposed participants. It is hoped that by allowing greater time for both submission of applications and their processing for the next round, such problems will be avoided.
9. In view of the above, eligible countries are strongly urged to hold discussions between all governmental entities concerned, and to consult with the country representatives of both FAO and WHO when preparing their applications. Enhancing interdisciplinarity and communication between all stakeholders is considered to be a major objective of the Trust Fund, hence adherence to this requirement shall under no circumstances be waived.

## **IDENTIFIED CODEX CONTACT POINT**

10. Eligible countries should be aware that this is a basic criterion for a successful application. The Codex Contact Point is the only entry point which can be used by the Trust Fund secretariat, in view of the fact that Codex matters are cross-sectoral. With respect to applications for 2005, only applications submitted by the Codex Contact Point will be receivable. The Codex Contact Point will also be asked to provide the information required to ensure that the criterion of consultation among governmental entities has been met.

11. In this connection, countries should ensure that the Codex Contact Point listed by the Codex Secretariat in Rome is valid, and should immediately notify any changes.

## **ACTIVITIES OTHER THAN TRAVEL**

12. 2004 being the first year of operation of the Fund, it was decided that only travel to Codex Committee meetings would be funded. It has however been foreseen from the outset that some other targeted activities which would result in increased/ improved participation might also be considered for funding, under certain clearly stated conditions.

13. An initial list of potentially suitable activities was drawn up by the Consultative Group (outlined below). In order to obtain funding for such alternative activities, countries should list them among their priorities for funding, and explain how they will contribute to the overall objective of enhanced participation in Codex.

### ***Training***

14. Funding will only be provided relative to a training course which includes participants from more than one country. Priority consideration will be given to training courses based on the FAO/WHO Codex Training Package (due to be finalized by September 2004, please refer to document ALINORM 04/27/10G for more details).

15. The Trust Fund secretariat will not take responsibility for organizing any courses. Its input will be confined to funding travel and/or per diem of participants. The ideal scenario would be for a course to be organized immediately before or after a regional coordinating committee. Each individual country would be expected to request funding for participation at the respective Committee and additional per diem to cover participation in the training course.

### ***Other activities***

16. The following other activities would be considered for funding:

- A new Codex Member country which needs very basic guidance on establishing a Codex Contact Point, etc., might request assistance from a consultant to be covered by the Trust Fund. Ideally, the nearest available expertise should be used (for example, a Codex Contact Point from a neighbouring country of the same region). The request of such a country will only be met once it has officially become a Member.
- Participation in a workshop related to a Codex Committee may also be funded provided the country has listed it as one of its three priorities and provided adequate justification. In exceptional cases, when for example such a workshop is to take place during the same calendar year as the relevant Codex Committee meeting, a country may request participation in an additional meeting, to be offset against its priorities for the following calendar year.
- On a case-by-case basis, a country which has committed itself to playing a broader role by taking on regional responsibilities might receive funding to support additional travel directly related to these responsibilities.

## **OUTPUT LEVELS**

17. In view of the difficulties encountered by countries in organizing their requests according to output levels, it has been decided to withdraw this aspect from the application form for 2005. The different types of activities which may be funded will not be expected to correspond to any such criteria, only to conform to the requirements described above under *Activities other than travel*.

## **MATCHING REQUIREMENTS**

18. The principle of matching funds was established in order to ensure that the greatest possible number of countries are able to benefit from the Trust Fund during its period of operation, hence contributing to its sustainability and the sustainability of its benefits at country level.

19. With respect to the indicative matching scale shown in *Table 2* of document CX/EXEC 04/53/3, it is proposed that 50% matching should be interpreted to mean that a country will be expected to cover the costs of its participation and be refunded 50% of such costs against proof of payment. Reimbursement would in no case exceed 50% of the standard UN costing.

20. Year 1 of *Table 2* mentioned above is understood to be the first year that a country has received funding from the Trust Fund.

## **REPORTING BY BENEFICIARY COUNTRIES FOR 2004**

21. As stated in *Annex 1* of document CX/EXEC 04/53/3, the fifth basic criterion for (continued) eligibility is the presentation of reports and evaluation of progress. In order to meet the deadline for applications of 1 October, countries will be requested for 2004 to submit a short report covering participation at meetings funded by the Trust Fund up to and including the meeting of the Codex Alimentarius Commission in June/July 2004. Reporting on subsequent meetings (up to and including the Codex Alimentarius Commission mid-2005) will be expected on application for funding for 2006.

22. Beneficiary countries will be advised of the format of these reports during June 2004. Information will be treated confidentially, and only aggregated, analytical reports will be published.

23. Specific donor requirements for reporting will be met, in addition to the submission of a global report to the Codex Alimentarius Commission/Executive Committee and the publication of accounts according to WHO Financial Rules and Regulations.

## **FUNDING AND ADVOCACY**

24. In view of the encouraging level of funding obtained in 2004, delegates at the Commission from potential donor countries are urged to exert all possible efforts to encourage their governments to consider joining in this collaborative effort to enable as many countries as possible to participate effectively in Codex. The generous contributions of the countries listed in paragraph 1 above should be acknowledged, and those among them which have not committed to any funding beyond 2004 should also be asked to seriously consider renewing their contribution for 2005.

25. The Trust Fund secretariat will shortly be circulating a letter, together with a short report, to all potential donors. A donor meeting is planned for 2005.

## **DISTRIBUTION OF ANY FUNDS REMAINING FOR 2004**

26. It has been agreed that for 2004, every applicant country that met the basic criteria would be funded to attend at least one Codex meeting.

27. As a fundamental principle, equity will be observed among countries in the same groups. Provided sufficient funds are available once the procedure described in paragraph 26 above has been completed, countries in Group 1A would be considered for participation in a second meeting.

28. This step will be repeated for each Group in turn, in order to bring funding of the respective groups as close as possible to the indicative distribution described in *Table 1* of document CX/EXEC 04/53/3 (excluding the concept of output levels), i.e.: Group 1, 60%; Group 2, 30%; Group 3, 10%.

29. If funds are not sufficient to cover all countries in a Group equitably, remaining funds will be retained for distribution in 2005.

## **OTHER ISSUES**

### ***New members of Codex***

30. Membership of Codex is the basic criterion for eligibility for the Trust Fund. Applications received from non Codex Members are referred to the Codex Secretariat, which provides the necessary information to enable countries to complete the relevant administrative formalities. If any such applications are received for 2005, they will be kept pending until the official notification of membership is received by the Trust Fund secretariat.

### ***Regional coordinating committees***

31. Countries will be considered for funding only to participate in the regional coordinating committee of the Codex region in which they are listed. Some recent Codex Members have not notified the Codex Secretariat of which region they wish to join. All countries are encouraged to check their regional status before submitting an application to the Trust Fund for 2005.

### ***Requests for funding of more than one delegate per meeting***

32. Funding of more than one delegate per meeting will be considered only on an exceptional basis in the case of a country which has listed only one Codex Committee as a priority, and which can provide adequate justification for such departure from normal procedure.

## **NEXT STEPS**

33. Further information on developments after the circulation of this report will be provided to the Commission at the time of its 27<sup>th</sup> session on 28 June - 3 July 2004.