

# CODEX ALIMENTARIUS COMMISSION



Food and Agriculture  
Organization of the  
United Nations



World Health  
Organization

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**REP23/GP**

## JOINT FAO/WHO FOOD STANDARDS PROGRAMME

### CODEX ALIMENTARIUS COMMISSION

*46<sup>th</sup> Session*

*Rome, Italy*

*27 November – 2 December 2023*

## REPORT OF THE 33<sup>rd</sup> SESSION OF THE CODEX COMMITTEE ON GENERAL PRINCIPLES

**Bordeaux, France**

**2 - 6 October 2023**

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## SUMMARY AND STATUS OF WORK

Responsible Party	Purpose	Text/Topic	Paragraph
Codex Secretariat	Action	CCGP33 requested the Secretariat to take into consideration suggestions regarding translation for the current edition, and proposals for the format of future editions, including the availability of print-ready formats.  CCGP33 encouraged the Codex Secretariat to work towards a fully digital version of the Procedural Manual (PM) and continue to advise CCGP on any further possible changes to the PM for consideration by the Members.	35
CAC46	Approval	CCGP33 agreed to recommend that CAC46 approve: <ul style="list-style-type: none"> <li>○ the move of Section 6 (Membership of the Codex Alimentarius Commission) of the PM to the Codex website with a link to the list provided in the PM, thereby ensuring that the list could be updated without issuing new editions of the PM; and</li> <li>○ the changes to the PM as listed in Appendix II of REP23/GP to align with modern technologies and current practices</li> </ul>	36 i.
Host Secretariats Codex Secretariat CAC46	Action Referral	CCGP33 agreed to ask the host secretariats to review the procedures in section 3 of the PM, Guidelines for subsidiary bodies, to identify text to be updated, in line with current practices; to request the Codex Secretariat to circulate any proposed changes for comments by the Members; and to recommend to CAC46 that this issue be referred to CCGP.	36 ii.
CAC46 Codex Secretariat	Approval Action	CCGP33 agreed to ask for the approval of CAC46 to issue a Circular Letter soliciting proposals from Members on inconsistencies in language, and superseded content of the PM, apart from section 3, for consideration by a future session of CAC for possible referral to CCGP.	36 iii.
PWG CCGP34	Review Consideration	CCGP33 agreed that a PWG may be established in conjunction with CCGP34 to consider proposals for updates to Section 3 of the PM and comments received thereon and any other possible updates to the PM identified by the Codex Secretariat, and to prepare a revised proposal for consideration by the plenary session of CCGP34.	36 iv.
Codex Secretariat CCGP34	Action Consideration	CCGP33 requested the Codex Secretariat to prepare a Circular Letter for distribution to all Members and Observers to collect comments on the proposed amendments included in Appendix III of REP23/GP, for consideration by CCGP34.	69 iii.
Codex Secretariat	Action	CCGP33 agreed to inform other Codex committees of the ongoing work to amend Section 2 part 7 of the PM to better align with current practices in Codex and international publishing standards.	69 iv.
Codex Secretariat	Consideration	CCGP33 agreed to defer review of a possible amendment to the Codex Rules of Procedure allowing virtual sessions of the Commission, noting that this should not be for an indefinite time period.	80 i.

Responsible Party	Purpose	Text/Topic	Paragraph
FAO/WHO	Action	CCGP33 requested FAO and WHO to inform CCGP34 on their possible plans to amend their rules of procedure to include virtual meetings of their Governing Bodies, including decision-making modalities such as voting.	80 ii.
Codex Secretariat CCEXEC CCGP	Consideration	CCGP33 requested the Codex Secretariat to collect information and data on the participation of NGOs with Observer Status with Codex, to identify and analyze barriers to participation of these NGOs including civil society, and to present the results at the relevant sessions of CCEXEC and CCGP following the next Review of NGOs with Observer Status, currently scheduled for 2026.	86 i.
FAO and WHO, United Kingdom	Action	CCGP33 requested FAO and WHO to organize a workshop on practical toolkits to promote the use of Codex standards and guidelines at the margins of CCGP34, together with the United Kingdom and other Members interested.	93 ii.
Codex Secretariat Chairpersons	Action	CCGP33 encouraged the Codex Secretariat to continue strengthening the critical review process with active participation of Chairpersons both in regard to providing written comments and informal meetings with the Chairperson and Vice-Chairpersons prior to CCEXEC, and encouraged Chairpersons to participate in CAC so that they can intervene as need be during the discussions on items from their committees.	99 ii., iii.

**LIST OF ABBREVIATIONS**

CAC	Codex Alimentarius Commission
CCLAC	FAO/WHO Coordinating Committee for Latin America and the Caribbean
CCEXEC	Executive Committee of the Codex Alimentarius Commission
CCGP	Codex Committee on General Principles
CCP	Codex Contact Point
CRD	Conference Room Document
CTF	Codex Trust Fund
DOIs	Digital Object Identifiers
EWG	Electronic Working Group
FAO	Food and Agriculture Organization of the United Nations
GSFA	<i>General Standard for Food Additives (CXS 192-1995)</i>
IPPC	International Plant Protection Convention
ISO	International Organization for Standardization
MRL	Maximum residue limit
NGO	Non-governmental organization
OCCP	FAO Office of Communications and Publishing
ORS	Online Registration System
PM	Codex Procedural Manual
PWG	Physical Working Group
WHO	World Health Organization

## INTRODUCTION

1. The Codex Committee on General Principles (CCGP) held its Thirty-third session (CCGP33) in Bordeaux, France, from 2 to 6 October 2023, at the kind invitation of the Government of France. Mr Jean-Luc Angot, General Inspector of Veterinary Public Health at the French Ministry for Agriculture and Food, France, chaired the session, which was attended by 50 Member Countries, one Member Organization and 7 Observer organizations. The list of participants is included in Appendix I. The session was also webcast.

### OPENING<sup>1</sup>

2. The Chairperson welcomed the delegates and opened the meeting.
3. H.E. Marc Fesneau, Minister of Agriculture and Food Sovereignty, France, addressed CCGP33 stressing that it was essential that the scientific methodology used for risk assessment was constantly updated considering innovations in the sector, so that the Codex Alimentarius could remain a reference point in the food standard setting field. The Minister concluded his intervention by recalling the 60th anniversary of Codex, noting the importance of adapting with confidence and serenity to emerging global challenges while meeting consumer expectations.
4. H.E. Olivier Becht, Minister Delegate for Foreign Trade, Economic Attractiveness and French Nationals Abroad, also addressed CCGP33 recalling the importance of the standardization work to support international trade based on common rules. The Minister concluded his intervention by stressing that everyone had the duty to guarantee the sustainability of food production and consumption practices as they would directly contribute to defining the future of agriculture, food and international trade.
5. Ms Catherine Bessy, Senior Food Safety Officer, Food Systems and Food Safety Division, Food and Agriculture Organization of the United Nations (FAO) and Mr Moez Sanaa, Unit Head, Standards and Scientific Advice on Food and Nutrition, World Health Organization (WHO), welcomed the attendees on behalf of FAO and WHO, respectively. The meeting was also addressed by Mr Diego Varela, acting Chairperson, Codex Alimentarius Commission (CAC) and Ms Sarah Cahill, Senior Food Standards Officer, Codex Secretariat.

### ADOPTION OF THE AGENDA (Agenda Item 1)<sup>2</sup>

6. CCGP33 adopted the provisional agenda as its agenda for the session and agreed to consider the following topics under Agenda Item 8 (Other Business) subject to the availability of time:
  - Discussion paper on practical toolkits to promote the use of Codex Standards and Guidelines (CRD02); and
  - Proposed changes to the Procedural Manual (CRD03).
7. CCGP33 noted the request presented by the Regional Coordinator for Latin America and the Caribbean (CCLAC) to have working documents available in all languages, at least two months prior to the relevant Codex meeting, in line with the provisions set forth in the Codex Procedural Manual (PM).
8. CCGP33 agreed to consider, if need be, the establishment of an in-session working group open to all Members and Observers, working in English, French and Spanish to consider the proposed changes to the PM under agenda item 5 and to prepare a report for consideration by the plenary.

### MATTERS ARISING FROM THE CODEX ALIMENTARIUS COMMISSION AND ITS SUBSIDIARY BODIES (Agenda item 2)<sup>3</sup>

9. The Codex Secretariat presented a summary of the matters that were for information and highlighted that the three matters for action would be addressed under items 7, 6 and 5, respectively. It was clarified that the Electronic Working Group (EWG) handbook under preparation by the Codex Secretariat was at an advanced stage of development and undergoing a final review within the Secretariat before publication. As requested by CCEXEC, it would be shared with all committees once published.
10. Members welcomed the information provided and expressed a range of views on it, including as follows:
  - the relevance of the side-event at CCGP33 as one of the means of informal consultation on a Model for future Codex work;

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<sup>1</sup> CRD26 (Opening remarks).

<sup>2</sup> CX/GP 23/33/1; CRD02 (United Kingdom); CRD03 (China); CRD15 (CCLAC Coordinator, Argentina, Brazil, Costa Rica, Bolivia, Chile, Colombia, Cuba, Ecuador, El Salvador, Honduras, Nicaragua, Panamá, Paraguay, Perú, Uruguay, and Trinidad and Tobago).

<sup>3</sup> CX/GP 23/33/2; CRD05 (European Union, Kenya, and United Republic of Tanzania); CRD16 (Senegal); CRD20 (Nigeria); CRD24 (Brazil).

- the need to revisit the guidance on virtual participation to in-person meetings for optimal clarity;
- the importance of not deviating from the statutes of Codex in the work on the Future of Codex, so as not to overlap with the mandate of other multilateral organizations while still recognizing that Codex needs to be able to adapt to new challenges;
- the structure and procedures that already exist within Codex were sufficient to handle any new work proposals related to new food sources and production systems;
- the importance of addressing the request from CCEXEC to the Codex Secretariat on new work proposals, including stocktaking on prioritization mechanisms, which could identify any gaps and inconsistencies for further consideration;
- the follow-up on the review of procedures for new work proposals would be most appropriately undertaken by CCGP;
- the need for a more balanced allocation of work within the CAC subsidiary bodies, specifically concerning CCGP, which also could help alleviate the workload of CCEXEC, while recognizing the value of the work undertaken by CCEXEC;
- CCEXEC had through its Members and regional coordinators adequate global representation and its Members acted in the interest of the CAC as a whole, while others pointed to its restricted membership;
- CCGP could be a potential venue for discussion of the prioritization mechanism for new work proposal and would welcome a document at a future session of CCGP;
- the need to provide Members more support and capacity in understanding Codex procedures;
- the lateness of the documents for CCGP and other committees, in particular the translated documents, caused challenges for proper meeting preparation. The Coordinator for Europe stated that the increased workload in CCEXEC in combination with a persistent lateness of documents hindered regional coordinators in undertaking regional consultations in advance of CCEXEC meetings which were not webcast; and
- the guidelines on EWGs and Physical Working Groups (PWGs) in the PM were outdated and no longer aligned with the current working practices.

11. The Codex Secretariat noted that the requested work on prioritization mechanisms for new work proposals and work on a delegates' handbook were on the 2024 Codex Secretariat's work plan, and informed CCGP33 that the Codex Secretariat aimed to make the EWG handbook available by the end of 2023.

12. Regarding the late availability of working documents, the Codex Secretariat explained that this was a result of a heavy Codex schedule combined with unexpected changes to human resources, and noted that issues such as the meeting schedule and the potential role of new technology could be further considered in discussions on the future of Codex as a means to enhance efficiency.

### **Conclusion**

13. CCGP33 noted the matters for information as contained in document CX/GP 23/33/2.

### **INFORMATION ON ACTIVITIES OF FAO AND WHO RELEVANT TO THE WORK OF CCGP**

#### **(Agenda item 3)<sup>4</sup>**

14. The Representative of FAO introduced the item providing an update on the implementation of the Codex Trust Fund (CTF) 2, the new Codex e-learning course, and the UN Food Systems Summit +2 Stocktaking Moment. The Representative highlighted the endorsement of the FAO Strategic Priorities for Food Safety by FAOs Governing Bodies, noting their complementarity to the WHO Global Food Safety Strategy and the ongoing collaboration between the Organizations. In addition, the Representative informed CCGP33 of the outcome of the FAO Conference including the re-appointment of the Director- General Dr QU Dongyu and noted the FAO Council had reaffirmed FAO's role in agrifood systems transformation.

15. The Representative of WHO highlighted the "Triple Billion" targets of the WHO 13th General Programme of Work, noting that food safety contributed to the target of one billion enjoying better health. The Representative emphasized the ongoing efforts to implement the WHO Global Strategy for Food Safety, including the challenges to identify good indicators of improved food safety, and the work underway to update the estimates on the global burden of foodborne diseases.

<sup>4</sup> CX/GP 23/33/3; CRD06 (Kenya and United Republic of Tanzania); CRD12 (Uruguay); CRD17 (Burundi); CRD19 (Ghana); CRD20 (Nigeria); CRD24 (Brazil).

16. Members expressed their general appreciation for the work of FAO and WHO and made the following comments:
- noted that the CTF was a valuable means to support effective participation of eligible Members in Codex work, and enhance their food safety work in general;
  - noted that the implementation of the results of the mid-term evaluation was an important step in improving the CTF;
  - requested information on whether CTF beneficiary countries could expect further support from CTF in the future;
  - suggested that both new and experienced delegates to Codex would benefit from taking the new Codex e-learning course, and requested that attention be given to: (i) making the courses available in languages other than English; (ii) updating and further developing the courses to cover additional topics related to Codex work; and (iii) that course participants be given the opportunity to provide feedback;
  - requested that the joint FAO/WHO scientific advice programme remain prominent in the agendas of both organizations as it was fundamental for the standard-setting work of Codex, and recalled the necessity of sustainable funding mechanisms; and
  - requested information on the reorganization of the Codex Secretariat and in particular on the procedure that would be followed for the appointment of a new Codex Secretary. They also expressed concerns on the independence of the Codex Secretariat and its budget.
17. The Representative of FAO informed CCGP33 of the FAO Director-General's vision for Codex being positioned more centrally in FAOs work, noting that his adjustments to the FAO Programme of Work and Budget would be discussed by the 137th Session of the Programme Committee (6-10 November 2023), and finalised by the 174th Session of the FAO Council (4-8 December 2023). Neither the independence of the Codex Secretariat, nor its budgetary allocation were expected to change. The position of the Codex Secretary was currently open for applications and the selection would follow FAO policies and procedures for selection of staff at this level, and would involve WHO.
18. The WHO Representative expressed gratitude to Members for their positive feedback and for the funding provided to the CTF and the scientific advice programme. The Representative reaffirmed the willingness of FAO and WHO to continue with the efficient implementation of CTF projects, the provision of Codex e-learning, tools to support building capacities and the effective participation of Member States in Codex activities, such as data generation and risk assessment. Regarding WHO's sustainable financing of scientific advice, the Representative informed CCGP33 that efforts were underway to secure a new and more sustainable funding mechanism which would be subject to consideration of the World Health Assembly, and in the interim WHO will continue to rely on the voluntary contributions of Member States.

### Conclusion

19. CCGP33:
- noted the information provided by FAO and WHO; and
  - expressed appreciation for:
    - the Codex e-learning course and other training initiatives related to Codex;
    - the CTF, which supported effective participation in Codex work, and food safety work in general, for beneficiary countries; and looked forward to the implementation of the results of the recent mid-term evaluation of the CTF; and
    - the work of the joint FAO and WHO scientific advice programme, and requested both Organizations to continue efforts to secure sustainable funding for the programme which was fundamental to the standard-setting work of Codex.

### **CODEx PROCEDURAL MANUAL: PRESENTATION OF NEW FORMAT AND OBSERVATIONS ON CONSISTENCY AND SUPERSEDED CONTENT (Agenda item 4)<sup>5</sup>**

20. The Codex Secretariat introduced the document recalling that the project, as presented at CCGP32, focused initially on the digitization of the PM. The Codex Secretariat further explained several editorial and formatting inconsistencies needed to be addressed before undertaking any work on this digitization, and that was the focus of the work to date.

<sup>5</sup> CX/GP 23/33/4; CRD07 (European Union, Kenya, Russian Federation, Uganda, and United Republic of Tanzania); CRD12 (Uruguay); CRD13 (El Salvador); CRD14 (India); CRD16 (Senegal); CRD17 (Burundi); CRD19 (Ghana); CRD20 (Nigeria); CRD21 (Malaysia); CRD22 (South Africa).



21. The Codex Secretariat presented the new format and layout of the PM, noting that among the new features introduced, were a foreword to give more visibility to the major additions/changes included in the new version of the PM, and additional front and end matter sections, e.g. list of abbreviations, to facilitate easier navigation and usability.
22. The Codex Secretariat further explained that: (i) Section 3 of CX/GP 23/33/4 included a list of items that could be removed from the PM, such as references to hard copies of documents and fax numbers, or revised for consistency, such as references to the Codex Secretariat; and (ii) Appendix 2 presented a list of related changes that could contribute to the overall improvement of the PM, but as these went beyond editorial changes, they were presented for review by CCGP.
23. The Codex Secretariat highlighted efforts underway to ensure that the Arabic, Chinese and Russian versions of the PM would be shortly available, as well as all previous editions of the PM in all languages.

### **Discussion**

24. Members welcomed the work carried out by the Codex Secretariat and made the following comments:

#### Translation of the PM

25. Members noted some discrepancies in the translations of the French and Spanish versions of the PM, and requested the Codex Secretariat to consider their proposals to further improve such versions. The Coordinator for Near East also noted that accelerating the translation process for all languages, including Arabic, would be helpful to further engage with Members from the different Codex regions.
26. The Codex Secretariat welcomed all comments related to translation, informing that such comments would be addressed in collaboration with the FAO translation unit.

#### Digitization of the PM

27. Members expressed support to the full digitization of the PM, and made proposals for ease of reference.

#### Sections to be removed from the PM

28. Members supported the proposal to move the List of Members to the Codex website, and to include hyperlinks to the list. Members requested that the List of Codex Committees be retained in the PM as this also contained the Terms of Reference for Committees.

#### New format of the PM

29. Members expressed satisfaction with the new format of the PM, and requested the following to be considered in the current or future editions as appropriate:
- the use of larger fonts;
  - the correction of broken hyperlinks and page numbering errors in the table of contents;
  - the addition of the year of adoption of the various sections, including amendments to those sections where relevant, under the headings within each section; and
  - the inclusion of hyperlinks to e.g. other relevant Codex texts in the PM.

30. In response to several Members' requests, the Codex Secretariat clarified that typos, errors in page numbering and broken hyperlinks would be fixed in the current version of the PM, and confirmed that the organigram of CAC would be included on the Codex website.

#### Paragraph numbering of the PM

31. Members expressed appreciation for the addition of paragraph numbers, and suggested that this could be modified to avoid re-numbering the entire PM when a sub-section was modified, added or removed. This would benefit users as cross-references to paragraph numbers would be minimally impacted by modifications to the PM.

#### Printable version of the PM

32. Members requested the Codex Secretariat to ensure availability of a print-ready format of the PM taking into consideration ease of legibility.

#### Appendix II

33. In response to the request for clarification of paragraph 4.2 in CX/GP 23/33/4 regarding future changes to the PM prepared directly by the Codex Secretariat, the Codex Secretariat clarified that such changes would not relate to a substantive review of the PM, but ongoing identification of outdated content, and that all further changes would be submitted for consideration by future sessions of CCGP.

34. Members agreed with the proposed changes in Appendix II with the following additions and clarifications.

Section 2:

- Paragraph 54: The word “seek” replaced “ask” in the first line of the paragraph for clarity.

Section 3:

- Paragraph 7: Replaced “equipment” with “tools” after information technology to clarify that it covered both hardware and software. In response to a concern from a Member, the Codex Secretariat clarified that the use of “information technology” provided flexibility on technology needed to work on documents.
- Paragraph 16: A Member requested to remove the phrase “A copy should be sent also to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome” as in their view it was anachronistic due to the implementation of the Online Registration System (ORS) by the Codex Secretariat. Some Members requested to keep this information in the current version of the text as it helped to clarify the recipient of the copy, while other Members proposed to delete reference to the Chairperson of the relevant Codex Committee as such practice was no longer followed. The Codex Secretariat clarified that such changes could not be proposed at this stage, as it was necessary to clarify how they would impact the standard wording of invitations to Codex meetings, which were sent on behalf of the Directors-General of FAO and WHO.
- Paragraph 22: Revised the text to indicate that papers for a session of Codex Committees should be made available on the Codex website, and removed reference to whom documents should be distributed, as the documents would be publicly available. The language was revised to clarify that responsible parties for making the papers available on the Codex website were the host country secretariats in collaboration with the Codex Secretariat.
- Paragraph 28: Deleted paragraph 28 as a direct consequence to the changes introduced in paragraph 22, i.e. having Codex documents available on the Codex website accessible to anyone.
- Paragraph 37: Changed the word “webpage” to “website”.
- Paragraph 117: Moved the word “host” before secretariat for clarity.
- Paragraph 118: Replaced “distributed” with “made available electronically” to better describe current practices, e.g. availability via the Codex website and the EWG platform.
- Paragraph 142: Replaced “by email” with “submitted contributions electronically” to better align with current practices.

### **Conclusion**

35. CCGP33:

- commended the Codex Secretariat on the new format for the PM and requested the Secretariat to take into consideration suggestions regarding translation for the current edition, and proposals for the format of future editions, including the availability of print-ready formats; and
- encouraged the Codex Secretariat to work towards a fully digital version of the PM and continue to advise CCGP on any further possible changes to the PM for consideration by the Members.

36. CCGP33 agreed:

- i. to recommend that CAC46 approve:
  - the move of Section 6 (Membership), Membership of the Codex Alimentarius Commission of the PM to the Codex website with a link to the list provided in the PM, thereby ensuring that the list could be updated without issuing new editions of the PM; and
  - the changes to the PM as listed in Appendix II of REP23/GP.
- ii. to ask the host secretariats to review the procedures in section 3 of the PM, Guidelines for subsidiary bodies, to identify text to be updated, in line with current practices; to request the Codex Secretariat to circulate any proposed changes for comments by the Members; and to recommend to CAC46 that this issue be referred to CCGP;
- iii. to ask for the approval of CAC46 to issue a Circular Letter soliciting proposals from Members on inconsistencies in language, and superseded content of the PM, apart from section 3, for consideration by a future session of CAC for possible referral to CCGP; and
- iv. that a PWG may be established in conjunction with CCGP34, chaired by the United States of America and co-chaired by France, working in English (and French and Spanish, resources permitting), to consider proposals for updates to Section 3 of the PM and comments received thereon and any other possible updates to the PM

identified by the Codex Secretariat, and to prepare a revised proposal for consideration by the plenary session of CCGP34.

**CODEX PROCEDURAL MANUAL: PROPOSED UPDATE TO THE GUIDE TO THE PROCEDURE FOR THE AMENDMENT AND REVISION OF CODEX STANDARDS AND RELATED TEXTS (Agenda item 5)<sup>6</sup>**

37. The Codex Secretariat provided the background to this item, noting the opportunity it presented to clarify the types of modifications that can be made to Codex texts, the process by which they were made, as well how traceability of modifications could be improved. Noting that the aim was also to improve the way in which Codex texts were published, the Codex Secretariat informed CCGP33 that they had worked closely with FAO's Office of Communications and Publishing (OCCP), in consultation with WHO, to advise on international best practices and how they could be applied to Codex.
38. The Representative of FAO's OCCP provided an overview of the analysis undertaken and recommendations made with regard to updating the Guide to the Procedure for the Amendment and Revision of Codex Standards and Related Texts. The Representative<sup>7</sup> introduced the three new categories of modifications to Codex texts, correction, amendment and new edition, and addressed the benefits and essential elements of the proposal along with the reasons for publishing with FAO. The Representative explained how an analysis of 100 amendments and revisions to Codex texts confirmed the inconsistent approach to amendments and revisions and their traceability, and thus reinforced the stated priorities of the proposal. Proposed definitions for correction, amendment and new edition were accompanied by an explanation of how the corrigendum should be structured in corrections, how amendments will be tracked, and an argument for why the term "new edition" is more fit-for-purpose than "revision".
39. With regard to the publication of Codex texts, the Representative explained how a new first edition for each text could be established, in order to convert the publishing process of Codex texts to the proposed new system. The Representative also delineated the universal changes that would be applied to the cover and copyright page of each text within the new design and layout.
40. CCGP33 was further informed that as a body of FAO and WHO, Codex was required to publish all publications in the lead publisher's (FAOs) document repository. Codex' standards and related texts were therefore subject to FAO copyright. Furthermore, the benefits from publishing through FAO, included greater visibility through wider availability, metadata harvesting and links between FAO publications, such as different editions and languages of the same publication. Added benefits came from the addition of Digital Object Identifiers (DOIs) to all Codex texts. A DOI was added as a URL to a text and could be used to track all social media mentions, downloads, sources in other documents, and other metrics to measure the impact and reach of a publication.

**Discussion on the proposed approach**

41. Members expressed appreciation for the detailed explanation on the proposed approach and sought a number of additional explanations and clarifications which were provided as follows:
- while time was needed to prepare standards in the new format, the Secretariat aimed to establish workflows to prepare proposed texts to the extent possible in advance of CAC to reduce publishing time once the standards were adopted; once finalized, publishing through FAO took approximately a week and processes were being put in place to reduce this. As a result, it was expected that the change in format should not delay publication of adopted texts;
  - the proposed publication model would not impact Members' access to the standards nor prevent them from freely using the standards, as the copyright licence<sup>8</sup> carried by FAO texts meant there was only a commercial use restriction. Furthermore, FAOs official repository for all its publications was fully free and open access and promoted the unhindered flow of knowledge as it amplified FAO's scientific and technical impact;
  - texts published by FAO would be linked from the Codex website to the FAO repository to better track metrics, while at the same time continuing to provide Members with a unique location from which to download Codex texts;
  - with regard to the International Plant Protection Convention (IPPC) not having editions of its standards and that it seemed to be taking a different approach despite also having FAO as its publisher, it was

<sup>6</sup> CX/GP 23/33/5; CX/GP 23/33/5 Add.1 (Comments in reply to CL 2023/80/OCS-GP); CRD8 (Kenya, Russian Federation, Uganda, and United Republic of Tanzania); CRD12 (Uruguay); CRD13 (El Salvador); CRD14 (India); CRD16 (Senegal); CRD 17(Burundi); CRD19 (Ghana); CRD20 (Nigeria); CRD22 (South Africa); CRD23 (Thailand); CRD25 (Codex Procedural Manual: update to the Guide to the Procedure for the Amendment and Revision of Codex Standards and Related Texts – UPDATE); CRD27 (presentation on the agenda item working document); CRD28 (Codex Procedural Manual: update to the Guide to the Procedure for the Amendment and Revision of Codex Standards and Related Texts - UPDATE 2).

<sup>7</sup> CRD27 (presentation on the agenda item working document).

<sup>8</sup> CC BY 3.0

clarified that the IPPC had different needs as they do not publish older versions online, and confirmed that IPPC was subject to FAO publishing standards;

- regarding concerns that the use of editions would mean multiple versions of texts being online at the same time, and potentially creating confusion, it was noted that this was already a challenge as once something was published on the internet, it remained there, with old Codex texts circulating online. However, with version numbering, and possible modifications on the cover page of all texts, the texts would at least be clearly distinguished from one another, and Members were advised to access texts via the Codex website to ensure they were viewing the latest version; and
- links from the FAO publication preview pages would be updated each time a new edition was published.

42. In response to concerns from Members that proposed updates, e.g. the change in terminology from long standing practice in Codex, may cause confusion in Members and Observers, the Codex Secretariat clarified that the intent of the proposed update was not to change or further complicate the way in which modifications were proposed or progressed, which should remain pragmatic and not present additional burdens to Members. Furthermore, irrespective of whether it was a committee, Codex Secretariat or Member that proposed a modification, the proposal would be subject to the same procedure.

43. The Representative of the International Standard Organization (ISO) confirmed that their approach to modification of their standards essentially fell into the three same categories as those proposed for Codex and acknowledged the complexities in achieving clarity in this area.

#### **Discussion on the proposed revision of the PM, Section 2, Procedures for the elaboration of Codex standards and related texts, Part 7<sup>9</sup>**

44. CCGP33, having clarified general and overarching issues, agreed to review the proposed update to the PM, Section 2, Procedures for the elaboration of Codex standards and related texts, namely Introduction, paragraph 8; Part 2 (Critical review), paragraph 12; and Part 7 (Guide to the procedure for the amendment and revision of Codex standards and related texts) starting with Part 7.

45. Over several iterations, it was agreed that throughout the text there was a need for clear, simple and consistent language, e.g., use of the word “modification” instead of “update” or “change”; and avoidance of repetition of Codex standards and related texts.

46. In addition, CCGP33 agreed the following changes and additional clarifications of proposals were provided as requested.

**Paragraph 24:** Redundant or repetitive text was eliminated to enhance clarity.

**Paragraph 25:** Moved to after the original paragraph 29 to improve the flow of information and ensure that corrections, amendments and new editions were described as early as possible. Reference to informing the Commission of any corrections made was deleted as the record of the correction included in the corrected Codex text was considered to be sufficient. However, some Members indicated that the Secretariat should nonetheless consider how Members could be alerted when a correction was made to a standard.

**Paragraph 26:** The structure of the descriptions of correction, amendment and new edition was harmonized. CCGP33 worked through a range of examples to refine the descriptions for corrections, amendments and new editions.

#### Correction

47. It was clarified that the reference to footnotes referred to the incorrect numbering or location of a footnote only, so as to avoid any confusion with the reference to footnotes under amendment or new edition.

48. “Incorrect value” was revised to “incorrect transcription” to better reflect the nature of the correction.

49. Errors in language translation was added to the list describing types of corrections. Some Members expressed concern that a change to the language used to translate a particular term could change the scope of the text and therefore went beyond a simple correction. It was clarified that every effort was made prior to publishing language versions to ensure the language was in line with the original language version which was considered the reference version.

50. It was clarified that corrections should be minimal due to copyediting and proofreading, in advance of publication.

51. It was confirmed that corrections would be made directly in the existing Codex standard or related text, a table would be included in the front of the standard listing the location and nature of corrections made, and the modified file would directly replace the already published version.

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<sup>9</sup> CX/GP 23/33/5 Appendix 1

### Amendment

52. Text was added to the chapeau to clarify that an amendment should not change the scope or application of a Codex Standard and “are not limited to” was removed to indicate a closed list of amendments.
53. It was clarified that an explanatory footnote provided additional information to facilitate understanding of existing content but would not change the scope of the standard.
54. Reference to “new data” in several bullet points was considered unclear as it may be interpreted to only refer to a number and the word “information” was added to indicate this was broader than just numerical values.
55. It was clarified that a technical error related to the correction of information e.g. a temperature or pH value that was included in the adopted standard and subsequently determined to be wrong. Bullet 3 was simplified to refer to alignment of provisions in other generally applicable standards. It was further noted that the alignment work between general standards and commodity standards such as the alignment with the *General Standard for Food Additives* (CXS 192-1995) (GSFA) may change the scope, and footnotes inserted as a consequence of this alignment approach would be regarded as a new edition.
56. Reference to “no new information or data being added” was removed in reference to methods of analysis as it was considered not possible to make such an amendment without new data or information.
57. It was clarified that amendments would be made directly in the Codex standard or related text, an explanation of the amendments would be included in the standard itself, and the modified file would directly replace the already published version.

### New Edition

58. It was clarified that the addition of data or information that would impact the application of the standard or changes that would impact the scope, would lead to a new edition. It was also clarified that changes to modifying footnotes were covered by new editions because they impacted the way the standard is used, and a separate description of footnote was developed to indicate this.
59. “Changing titles of sections or subsections” was removed as it was considered insufficient to warrant a new edition.

### **Paragraph 29**

60. No further changes were made.

### **Paragraph 30**

61. Members considered the meaning of the last sentence to be unclear and that it may be interpreted to mean that a project document was required for any modification and that further consideration should be given to whether it was needed, given that it has likely been superseded by work management mechanisms in subsidiary bodies.

### **Paragraph 31**

62. There was extensive discussion on whether a project document would always be needed for an amendment or a new edition of a Codex standard. However, given the description of amendments or new editions, it was recognized that a project document would not always be required. While this was the intent of the changes to paragraph 31a, Members noted that further clarification of this text may be necessary.
63. It was noted that the word “Step 5” in this paragraph in the current edition of the PM was unclear. It was also questioned whether the option to send a modification for adoption at step 5/8 should be included in 31a but clarified that the text as written did not preclude any steps prior to step 8 being proposed for inclusion or omission.
64. Further revisions may be needed to provide greater clarity on the actual process by which amendments and new editions were undertaken.

### **Paragraph 32**

65. Changes were made to improve clarity of the paragraph to avoid repetition of the same words and clarify the various steps outlined therein.

### **Introduction – Paragraph 8**

66. This was revised to give greater clarity on the role of the Codex Secretariat compared to that of Committees and details of the steps required were removed in favour of a reference to Part 7.

### **Part 2 – Critical review**

67. It was noted that other paragraphs in this section may also need to be updated to align with the new terminology and updates to Part 7, and acknowledged that further time would be required to undertake such a review to ensure that any modifications did not lead to unintended consequences.

68. It was clarified that the process for quantitative standards, e.g. Maximum Residue Limits (MRLs), was different as outlined in paragraph 15.

### **Conclusion**

69. CCGP33:

- appreciated the detailed analysis and information provided with regard to the hierarchy of modification types proposed for publications, and in particular the version control and traceability aspects presented;
- agreed that substantial progress had been made toward revising Part 7 of the PM for corrections, amendments and new editions, noted that other paragraphs of the PM may need to be reviewed for consistency, and agreed that additional time was needed to review the proposed revisions in depth;
- requested the Codex Secretariat to prepare a Circular Letter for distribution to all Members and Observers to collect comments on the proposed amendments included in Appendix III of REP23/GP, for consideration by CCGP34; and
- agreed to inform other Codex committees of the ongoing work to update Section 2, Procedures for the elaboration of Codex standards and related texts, Part 7 of the PM to better align with current practices in Codex and international publishing standards.

### **REVIEW AND POSSIBLE AMENDMENTS TO THE RULES OF PROCEDURE ON SESSIONS OF THE COMMISSION (Agenda item 6)<sup>10</sup>**

#### **Introduction**

70. The Codex Secretariat introduced the item recalling that during the COVID-19 pandemic it was considered necessary to explore alternative arrangements for Codex meetings, such as virtual meetings, in order to ensure the continuity of essential work, taking into account the special arrangements that FAO and WHO had put in place for their respective governing bodies' meetings. The Members of the Commission endorsed proposals in 2020 and 2021, respectively, to hold CAC43 (2020) and CAC44 (2021) virtually and to suspend certain rules of the Codex Rules of Procedure, incompatible with a virtual meeting of CAC.
71. CAC44 (2021) "recommended that Rule XI (7) and (8) continue to be interpreted in a manner that includes a virtual setting with respect to sessions of Codex Subsidiary Bodies including CCEXEC and that application of this should take into consideration the criteria outlined by CCEXEC80<sup>11</sup>", thereby allowing all subsidiary bodies to be convened virtually when necessary to ensure work continuity. The same interpretation, however, was not extended to the Commission.
72. Following consideration of the interim report prepared by the subcommittee of CCEXEC on the Future of Codex, CAC45 "requested the Codex Secretariat to consult with the FAO and WHO Legal Offices on a possible amendment to the rules of procedure allowing the Commission to take place virtually if needed and to prepare a paper on this specific issue for consideration by CCGP33, which in turn should advise CAC46".
73. The Representative of the Legal Office of WHO noted that the temporary arrangements put in place during the COVID-19 pandemic, allowed work continuity, but also highlighted procedural issues with virtual meetings. As the supreme body of Codex, the Commission was called upon to make decisions that apply to the entire Codex membership. Therefore, to best carry out its role, the Commission needed to be able to rely on all modalities of decision-making. During virtual sessions of the Commission, there were limitations on voting. In the view of FAO and WHO, secret ballot voting was currently not feasible in a virtual session due to questions about maintenance of the integrity and security of such votes. Even a show of hands vote would be difficult to manage. Thus, a more general change to the rules to permit virtual meetings of the Commission could limit its decision-making modalities.
74. With these uncertainties, the FAO and WHO recommended to defer consideration of amendment of the rules of procedure until a more comprehensive approach had been taken by FAO and WHO, in particular FAO as it was the practice at Codex to apply FAO's rules to matters not covered by the Codex Rules of Procedure. Not introducing permanent amendments to authorize virtual sessions of the Commission would not prevent holding virtual sessions as the circumstances would require. Virtual sessions necessitated by unexpected and extraordinary circumstances would need to be authorized by the membership on a case-by-case basis – as was the case with CAC43 and CAC44.

#### **Discussion**

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<sup>10</sup> CX/GP 23/33/6; CRD09 (Kenya, Russian Federation, Thailand, Uganda, and United Republic of Tanzania); CRD12 (Uruguay); CRD13 (El Salvador); CRD14 (India); CRD16 (Senegal); CRD17 (Burundi); CRD19 (Ghana); CRD20 (Nigeria); CRD22 (South Africa).

<sup>11</sup> REP21/CAC, Paragraph 12 iii.; REP21/EXEC1, Paragraph 35, iv.

75. Recognizing the importance of consistency with the parent Organizations' practices and legal frameworks, and the importance of careful and thorough consideration of any changes to the Codex Rules of Procedure, Members agreed to the deferral of the review of a possible amendment allowing virtual sessions of the Commission. Members, however, emphasized that the deferral should not be indefinite, recalling the importance of flexibility in future considerations of the amendment of the related rules, as virtual meetings allowed for greater participation of Members, increased transparency, and reduced environmental impact.
76. Regarding the meeting format for the upcoming CAC46, it was clarified that it would be held physically with the possibility of remote listening and verbal interventions. It was clarified that an endorsement process was not necessary because it was a physical session of the CAC, and all Members should plan to have at least one delegate in the session in person, as that was the only means by which Members could take part in all forms of decision-making available to the Commission.
77. Several Members requested that a stock-taking exercise be undertaken by the Codex Secretariat with a view to providing information on the advantages and disadvantages encountered in holding virtual meetings of Codex Committees. This could inform possible future amendments to the Codex Rules of Procedure.
78. Several Members requested that FAO and WHO update CCGP34 on their plans to amend their rules of procedure to include virtual meetings of their Governing Bodies, including decision-making modalities such as voting.
79. The Codex Secretariat clarified that data on Members' experience in virtual meetings was already being collected and that the "Future of Codex" exercise provided an opportunity to discuss the meeting modalities' advantages and disadvantages. Members were encouraged to share their opinions on that topic which was on the agenda for CCEXEC85. The Codex Secretariat underlined that for Codex subsidiary bodies the option to hold virtual meetings remained (see para 71).

### Conclusion

80. CCGP33:
- agreed to defer review of a possible amendment to the Codex Rules of Procedure allowing virtual sessions of the Commission, noting that this should not be for an indefinite time period;
  - requested FAO and WHO to inform CCGP34 on their possible plans to amend their rules of procedure to include virtual meetings of their Governing Bodies, including decision-making modalities such as voting; and
  - emphasized the importance of flexibility in working modalities for Codex meetings.

### REVIEW AND POSSIBLE AMENDMENT OF THE PRINCIPLES CONCERNING THE PARTICIPATION OF INTERNATIONAL NON-GOVERNMENTAL ORGANIZATIONS IN THE WORK OF THE CODEX ALIMENTARIUS COMMISSION (Agenda item 7)<sup>12</sup>

81. The Codex Secretariat presented the item by recalling that the purpose of the document was to provide an overview of the different ways by which non-governmental organizations (NGOs) with Observer Status with Codex promoted Codex work, and to address whether the Review of Observer Status contained in the principles concerning the participation of NGOs in the work of Codex as set forth in Section 7 of the PM, should be amended to reflect such contributions. The Codex Secretariat further recalled that the purpose of having NGOs in Codex was to secure data, information and experts that would contribute to Codex work.
82. The Codex Secretariat presented the results of their initial findings highlighting that NGOs, even if not attending Codex meetings or sending comments on draft texts, were contributing to Codex work via new means such as workshops, webinars, social media and publications, which appeared to be in line with the provisions included in the PM and with Goal 3 of the Codex Strategic Plan. The Codex Secretariat also noted that, as these new means of participation had only emerged recently, more time was needed to collect further information on their use by NGOs and to what extent they had an impact on Codex work.
83. The Codex Secretariat added that on several occasions a representative of an NGO registered for a Codex meeting intervened on behalf of another NGO, noting that according to existing procedures, and based on the opinion of the Legal Offices of FAO and WHO, representatives of NGOs could only intervene to represent the NGO by which they were registered.

### Discussion

84. Members agreed with the proposals presented in the document and reiterated the important role that Observers play in the work of Codex, particularly in providing technical expertise and practical experience. In reiterating

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<sup>12</sup> CX/GP 23/33/7; CRD10 (Kenya, Thailand, Uganda, and United Republic of Tanzania); CRD14 (India); CRD16 (Senegal); CRD17 (Burundi); CRD18 (Indonesia); CRD19 (Ghana); CRD20 (Nigeria); CRD21 (Malaysia); CRD22 (South Africa).

the importance of having additional data before considering any proposed changes to the PM, Members requested the Codex Secretariat to also consider in their future review on modalities by which NGOs participate in Codex work, (i) activities organized by NGOs in collaboration with governments, (ii) possible barriers to participation in Codex faced by NGOs, including civil society, and (iii) procedures adopted by other UN organizations to collaborate with NGOs. In monitoring these new modalities of participation, an Observer requested that a cautious approach be taken in considering social media activity as a means to assessing observers' engagement in Codex.

85. Members noted that with regard to participation in Codex work, it was clear that an individual could only represent one Member and that the same situation applied to Observers.

### Conclusion

86. CCGP33:

- requested the Codex Secretariat to collect information and data on the participation of NGOs with Observer Status with Codex, to identify and analyze barriers to participation of these NGOs including civil society, and to present the results at the relevant sessions of CCEXEC and CCGP following the next Review of NGOs with Observer Status, currently scheduled for 2026;
- noted, based on the confirmation of the existing procedures by the FAO/WHO Legal Offices, that a representative from an NGO can only represent its own organization in Codex Committees, including EWGs, PWGs and when sending comments via the OCS and other means; and
- confirmed the importance for NGOs with Observer Status with Codex and Chairpersons of subsidiary bodies to be aware of these rules regarding this participation in Codex.

## 8. OTHER BUSINESS (Agenda item 8)

### DISCUSSION PAPER ON PRACTICAL TOOLKITS TO PROMOTE THE USE OF CODEX STANDARDS AND GUIDELINES<sup>13</sup>

#### Introduction

87. The United Kingdom introduced the discussion paper and its purpose of starting a broad discussion amongst Codex Members and observers on the merits of Codex developing toolkits, with the intent to support an increased use of Codex standards by national governments. The paper illustrated the concept using the "*Working Principles for Risk Analysis for Food Safety Application by Governments (CXG 62-2007)*" as an anchor for a potential Codex self-assessment toolkit to benchmark Members' capacity and capability to carry out risk analysis.
88. Members' views were sought on the broader concept of toolkits and the potential value of a risk analysis self-assessment toolkit and other toolkits that could help Members align with Codex standards, as well as the appetite within Codex to develop such toolkits.

#### Discussion

89. Members appreciated the intent of the United Kingdom to foster the use of Codex texts. They requested clarifications on the added value and linkages between the proposed toolkit and other existing tools such as the FAO/WHO Food control system assessment tool, which included a substantial component on risk analysis. Other delegations indicated the need to carefully design such tools, taking into account their operational and detail-oriented nature, noting that it may be conflicting with the outcome-based focus of guidelines and recommendations of Codex texts.
90. Several Members requested that FAO and WHO organize a workshop at CCGP34 to discuss the different tools available as this would be helpful to better assess the need for additional toolkits.
91. The Representative of FAO shared lessons-learned stemming from the development of the FAO/WHO self-assessment tools, anchored on Codex Alimentarius guidance, to help countries identify gaps with enough specifics to allow the elaboration of tailored capacity building programmes. The Representative further emphasized FAO and WHO availability to explore the need and potential of development of a specific module on risk analysis that would complement these tools, thus clearly avoiding duplication and confusion of countries among the different tools.
92. The WHO Representative elaborated on the current risk analysis technical assistance programs, noting the abundance of data already produced by the various FAO/WHO scientific advisory bodies, as well as the need to develop tools, programs, and capacities to ensure that Members make better use of this information and instruments.

<sup>13</sup> CRD02 (United Kingdom); CRD11 (Thailand); CRD19 (Ghana); CRD21 (Malaysia).



**Conclusion**

93. CCGP33:

- noted the discussion paper and complimented the United Kingdom for developing a timely and thought-provoking document; and
- requested FAO and WHO to organize a workshop on this issue at the margins of CCGP34, together with the United Kingdom and other Members interested.

**PROPOSED CHANGES TO THE PROCEDURAL MANUAL<sup>14</sup>****Introduction**

94. The Representative of China introduced the proposal to amend the Codex Rules of Procedure to allow, when necessary, Chairpersons of Codex general subject committees, commodity committees and task forces to be invited to CCEXEC as observers.

95. The Representative further noted that this would facilitate the discussion in CCEXEC, in particular in the critical review process, where Chairpersons would provide additional information regarding Committees' recommendations and the related rationale. This would help Chairpersons prepare for CAC, as they would be already informed about concerns raised at CCEXEC. It would also help enhance capacities of Chairpersons, especially new ones.

**Discussion**

96. The Codex Secretariat informed CCGP33 that for the critical review process, Chairpersons were invited to submit comments in writing on proposals coming from their committees. In addition, the Chairperson and Vice-Chairpersons of CAC had initiated a practice of holding virtual meetings with the individual subsidiary bodies Chairpersons on items under the critical review prior to each CCEXEC, as well as other topics when relevant such as the work of CCEXEC on the future of Codex. The acting Chairperson of the Commission highlighted the value of the informal discussions with Chairpersons and confirmed their intent to continue to build on this recently established practice.

97. Members re-iterated the importance of the critical review process and ensuring it was implemented as efficiently and effectively as possible. In this respect, it was also suggested to include a joint assessment by the Chairpersons of Committees involved in the same standard in the working document for the critical review. The discussion and conclusion of CCEXEC78<sup>15</sup> on the critical review process were also noted.

98. In response to a request from several Members to consider the possibility of webcasting CCEXEC, the Codex Secretariat recalled the legal advice to CCEXEC80<sup>16</sup> which noted that sessions of the Committee should be held in private, unless the Codex Alimentarius Commission decided to authorize CCEXEC's meetings to be webcasted on an ad hoc basis. One Member recalled that CCEURO32<sup>17</sup> had requested the Codex Secretariat to undertake a further exploration of the possibility of webcasting and to bring the issue to the attention of CAC.

**Conclusion**

99. CCGP33:

- noted the CRD and thanked China for a thought-provoking proposal;
- encouraged the Codex Secretariat to continue strengthening the critical review process with active participation of Chairpersons both in regard to providing written comments and informal meetings with the Chairperson and Vice-Chairpersons prior to CCEXEC; and
- encouraged Chairpersons to participate in CAC so that they can intervene as need be during the discussions on items from their committees.

**DATE AND PLACE OF THE NEXT SESSION (Agenda item 9)**

100. CCGP33 was informed that CCGP34 was tentatively scheduled to take place within the next 18 months, the final arrangements being subject to confirmation by the Host Country in consultation with the Codex Secretariat.

<sup>14</sup> CRD03 (China); CRD11 (Thailand); CRD21 (Malaysia).

<sup>15</sup> REP20/EXEC1

<sup>16</sup> REP21/EXEC1

<sup>17</sup> REP22/EURO

## APPENDIX I

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**Appendix II****Proposed changes to the Codex Procedural Manual to align with modern technology and current practices****(page numbers refer to the English version of the 28th edition)**(revisions are highlighted in **bold** and underlined font. Deletions are presented in ~~strike through~~ font.)

<b>Section</b>	<b>Sub-section</b>	<b>Page number</b>	<b>Para graph</b>	<b>Current text</b>	<b>Proposed change</b>
Section 2 Elaboration of Codex Standards and related texts	Relations between commodity committees and general subject committees	37	54	Codex committees may ask the advice and guidance of general subject committees having responsibility for matters applicable to all foods on any points coming within their province, in accordance with their terms of reference. In particular, due referral should take place between commodity committees (in this document “commodity committees” are meant to include coordinating committees and other subsidiary bodies of the Commission insofar as they elaborate commodity standards) and general subject committees during the elaboration of Codex commodity standards.	Codex committees may seek ask the advice and guidance of general subject committees <del>having responsibility</del> <b>responsible</b> for matters applicable to all foods on any points coming within their province, in accordance with their terms of reference. In particular, due referral should take place between commodity committees (in this document “commodity committees” are meant to include coordinating committees and other subsidiary bodies of the Commission insofar as they elaborate commodity standards) and general subject committees during the elaboration of Codex commodity standards.
Section 3 Guidelines for subsidiary bodies	Guidelines to host governments of Codex Committees and ad hoc intergovernmental task forces	76	7	A Member Nation to which a Codex committee has been assigned is responsible for providing all conference services including the secretariat. The secretariat should have adequate administrative support staff able to work easily in the languages used at the session and should have at its disposal adequate word processing and document reproducing equipment. Interpretation, preferably simultaneous, should be	A Member Nation to which a Codex committee has been assigned is responsible for providing all conference services including the secretariat. The secretariat should have adequate administrative support staff able to work easily in the languages used at the session and should have at its disposal adequate <b>information technology word processing and document reproducing equipment</b> <del>equipment</del> <b>tools</b> . Interpretation,

				provided from and into all languages used at the session, and if the report of the session is to be adopted in more than one of the working languages of the committee, then the services of a translator should be available. The committee secretariat and the Joint FAO/WHO (Codex) Secretariat are charged with the preparation of the draft report in consultation with the rapporteurs, if any	preferably simultaneous, should be provided from and into all languages used at the session, and if the report of the session is to be adopted in more than one of the working languages of the committee, then the services of a translator should be available. The committee secretariat and the Joint FAO/WHO (Codex) Secretariat are charged with the preparation of the draft report in consultation with the rapporteurs, if any
Section 3 Guidelines for subsidiary bodies	Guidelines to host governments of Codex Committees and ad hoc intergovernmental task forces	77	16	Replies to invitations will normally be requested to be sent to reach the chairperson as early as possible and in any case not less than 30 days before the session. A copy should be sent also to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome. It is of the utmost importance that by the date requested a reply to invitations should be sent by all those governments and international organizations which intend to participate. The reply should specify the number of copies and the language of the documents required.	Replies to invitations will normally be requested to be sent to reach the chairperson as early as possible and in any case not less than 30 days before the session. A copy should be sent also to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome. It is of the utmost importance that by the date requested a reply to invitations should be sent by all those governments and international organizations which intend to participate. <del>The reply should specify the number of copies and the language of the documents required.</del>
Section 3 Guidelines for subsidiary bodies	Guidelines to host governments of Codex Committees and ad hoc intergovernmental task forces	78	22	Papers for a session should be sent by the chairperson of the Codex committee concerned at least two months before the opening of the session to the following: a) all Codex contact points; b) chief delegates of Member Nations, of Observer countries and of international organizations; and c) other participants on the basis of replies received. Twenty copies of all papers in each of the languages used in the committee concerned should be sent to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome.	Papers for a session should be <del>sent by the chairperson of the Codex committee concerned</del> <b><u>made available in the relevant languages through the Codex website</u></b> at least two months before the opening of the session <b><u>by the host secretariat in collaboration with the Codex Secretariat.</u></b> <del>to the following: a) all Codex contact points; b) chief delegates of Member Nations, of Observer countries and of international organizations; and c) other participants on the basis of replies received. Twenty copies of all papers in each of the</del>

					languages used in the committee concerned should be sent to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome.
Section 3 Guidelines for subsidiary bodies	Guidelines to host governments of Codex Committees and ad hoc intergovernmental task forces	79	27	Members of Codex committees should advise the committee chairperson through their Codex contact point of the number of copies of documents normally required.	<del>Members of Codex committees should advise the committee chairperson through their Codex contact point of the number of copies of documents normally required.</del>
Section 3 Guidelines for subsidiary bodies	Guidelines to host governments of Codex Committees and ad hoc intergovernmental task forces	79	28	Working papers of Codex committees may be circulated freely to all those assisting a delegation in preparing for the business of the committee; they should not, however, be published. There is, however, no objection to the publication of reports of the meetings of committees or of completed draft standards.	<del>Working papers of Codex committees may be circulated freely to all those assisting a delegation in preparing for the business of the committee; they should not, however, be published. There is, however, no objection to the publication of reports of the meetings of committees or of completed draft standards.</del>
Section 3 Guidelines for subsidiary bodies	Guidelines on the conduct of meetings of Codex Committees and ad hoc intergovernmental task forces	80	37	The Joint FAO/WHO Secretariat should ensure that, as soon as possible and in any event not later than one month after the end of the session, copies of the final report, as adopted in the languages of the committee, are sent to all Members and Observers of the Commission.	The Joint FAO/WHO <b>Codex</b> Secretariat should ensure that, as soon as possible and in any event not later than one month after the end of the session, <del>copies of the final report, as adopted in the languages of the committee, are sent</del> <b>is made available</b> to all Members and Observers of the Commission <b>on the Codex website</b> .
Section 3 Guidelines for subsidiary bodies	Guidelines on the conduct of meetings of Codex Committees and ad hoc intergovernmental task forces	81	38	Circular letters should be attached to the report, as required, requesting comments on proposed draft or draft standards or related texts at Steps 5, 8 or Step 5 (accelerated), with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission.	<del>Circular letters should be attached to the report,</del> <b>should be issued</b> as required <b>following publication of the meeting report</b> requesting comments on proposed draft or draft standards or related texts at Steps 5, 8 or Step 5 (accelerated), with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission.

Section 3 Guidelines for subsidiary bodies	Guidelines on physical working groups	91	117	The secretariat of the host should, as soon as possible after the end of the session of a working group, send a copy of the final conclusions, in the form of either a discussion paper or a working document, and the list of participants, to the Joint FAO/WHO Secretariat and to the host country secretariat of the committee.	The <b>host</b> secretariat <del>of the host</del> should, as soon as possible after the end of the session of a working group, send a copy of the final conclusions, in the form of either a discussion paper or a working document, and the list of participants, to the Joint FAO/WHO <b>Codex</b> Secretariat and to the host country secretariat of the committee.
Section 3 Guidelines for subsidiary bodies	Guidelines on physical working groups	91	118	Conclusions of a working group shall be distributed to all CCPs and Observers by the Joint FAO/WHO Secretariat in time to allow full consideration of the working group's recommendations.	Conclusions of a working group shall be <b>made available electronically</b> <del>distributed</del> to all CCPs and Observers by the Joint FAO/WHO <b>Codex</b> Secretariat in time to allow full consideration of the working group's recommendations.
Section 3 Guidelines for subsidiary bodies	Guidelines on physical working groups	91	119	The Joint FAO/WHO Secretariat should ensure that these conclusions are included in the distribution of papers for the next session of the Codex committee.	The Joint FAO/WHO <b>Codex</b> Secretariat should ensure that these conclusions are included in the distribution of papers for the next session of the Codex committee.
Section 3 Guidelines for subsidiary bodies	Guidelines on electronic working groups	94	142	An update on the progress of its work shall be presented by the host at each session of the Codex committee which has established it, indicating the number of countries having sent contributions by mail. A compilation of these contributions should be made available.	An update on the progress of its work shall be presented by the host at each session of the Codex committee which has established it, indicating the number of countries having <del>sent</del> <b>submitted</b> contributions <del>mail</del> <b>electronically</b> . A compilation of these contributions should be made available.
Section 3 Guidelines for subsidiary bodies	Guidelines on electronic working groups	94	146	As soon as possible after the end of the business of an EWG, the secretariat of the host should send a copy of the final conclusions, in the form of either a discussion paper or a working document and of the list of participants to the Joint FAO/WHO Secretariat and to the host country secretariat of the committee.	As soon as possible after the end of the business of an EWG, the secretariat of the host should send a copy of the final conclusions, in the form of either a discussion paper or a working document and of the list of participants to the Joint FAO/WHO <b>Codex</b> Secretariat and to the host country secretariat of the committee.
Section 3 Guidelines for subsidiary bodies	Guidelines on electronic working groups	94	147	The conclusions of an EWG and the list of participants shall be distributed to CCPs and Observers by the Joint	The conclusions of an EWG and the list of participants shall be distributed to CCPs and Observers by the Joint

				FAO/WHO Secretariat in time to allow full consideration of the EWG's recommendations.	FAO/WHO <b>Codex</b> Secretariat in time to allow full consideration of the EWG's recommendations.
Section 3 Guidelines for subsidiary bodies	Guidelines on electronic working groups	94	148	The Joint FAO/WHO Secretariat should ensure that these conclusions are included in the distribution of papers for the next session of the Codex committee, which has established the EWG.	The Joint FAO/WHO <b>Codex</b> Secretariat should ensure that these conclusions are included in the distribution of papers for the next session of the Codex committee, which has established the EWG.
Section 7 Relations with other organizations	Annex: Information required of international non-governmental organizations requesting observer status	191	2	Full postal address, telephone, facsimile and email, as well as telex and website addresses as appropriate.	Full postal address, telephone, <del>facsimile</del> and email, as well as telex and website addresses as appropriate.

**Appendix III**

**Proposed updates to the Codex Procedural Manual,  
Section 2 Elaboration of Codex standards and related texts;  
Procedures for the elaboration of Codex standards and related texts**

**Introduction**

Paragraph 8. It will be for the Commission itself to keep under review the modification of Codex standards. The procedure for modification should, *mutatis mutandis*, be that laid down for the elaboration of Codex standards. The Commission may decide to omit steps of that procedure where, in its opinion, a modification proposed by the subsidiary body concerned, or the Codex Secretariat or Member of the Commission where the subsidiary body concerned is not in existence or has been adjourned *sine die*, is in line with relevant guidance outlined in Part 7 - Guide to the procedure for the correction, amendment and new editions of Codex standards and related texts.

**Part 2. Critical review****Proposals to undertake new work or to modify a standard**

Paragraph 12. Prior to approval for development, each proposal for new work or as appropriate modification (- see Part 7) of a standard shall be accompanied by a project document, prepared by the Committee or Member proposing new work or modification of a standard detailing: .....

**Part 7. Guide to the procedure for the modification (corrections, amendments and new editions) of Codex standards and related texts**

Paragraph 24. The procedure for modification of Codex standards and related texts is laid down in paragraph 8 of the introduction of Section 2: [Procedures for the elaboration of Codex standards and related texts](#). This guide provides more detailed guidance on the procedure for modifying Codex standards and related texts, which includes corrections, amendments and new editions.

Paragraph 25. For the purpose of this guide:

**Correction:** Apply to editorial errors including incorrect spelling, incorrect bold or italics, other incorrect formatting of text, an incorrect transcription, an incorrectly numbered or located footnote, or errors in language translation. A corrigendum itemizing the changes made is required for all corrections and included in the standard.

**Amendment:** Any modification that does not impact the scope or application. In particular, amendments address:

- technical errors or incorrectly reported numbers;
- partial re-writes or partial deletions of sections when there is no new data or information introduced;
- explanatory footnotes;
- alignment of provisions consequential to the adoption, or modification of Codex standards and related texts of general applicability, including the provisions in the Procedural Manual when there is no new data/information introduced;
- finalization or updating of methods of analysis and sampling; and
- replacement of content with a reference to another Codex text when there is no new data or information introduced.

An explanation of the changes made to the text is required for all amendments and included in the standard.

**New edition:** Any modification, regardless of the length, not covered by a correction or amendment, including:

- any new data or information added to the text that impacts its application;
- any modification to, or addition or deletion of a footnote that changes the scope or application;



the addition or deletion of a section or an appendix; and  
re-writes of entire section(s).

A justification for the new edition is required for all new editions and included in the standard.

Paragraph 26. The Commission has the final authority to determine whether a proposed modification constitutes an amendment or a new edition. Corrections, as described in paragraph 25 will be the responsibility of the Codex Secretariat.

Paragraph 27. When the Commission has decided to amend or develop a new edition of a Codex standard or related text, the existing text will remain the applicable Codex text until the amendment or the new edition has been adopted by the Commission.

Paragraph 28. Proposals for amendments or new editions of Codex standards and related texts should be submitted to the Commission by the subsidiary body concerned. Where the subsidiary body concerned is not in existence or has been adjourned *sine die*, the proposal for an amendment or new edition should be submitted to the Commission by the Secretariat or a Member of the Commission. In the latter case, proposals should be received by the Secretariat in good time (not less than three months) before the session of the Commission at which they are to be considered. The proposal should be accompanied by a project document (see Part 2 of the elaboration procedures) unless the Executive Committee or the Commission decides otherwise.

Paragraph 29. Taking into account the outcome of the ongoing critical review conducted by the Executive Committee, the Commission decides whether the proposed amendment or new edition of a standard is necessary. If the Commission decides in the affirmative, one of the following courses of action will be taken:

- a) In the case of a modification (amendment or new edition) agreed upon by a subsidiary body, and proposed to the Commission, it will also be open to the Commission to adopt the modification at Step 8 of the uniform procedure (see Part 3 of the elaboration procedures).
- b) In other cases, the Commission will approve the proposal as new work and the approved new work will be referred for consideration to the appropriate subsidiary body, if such body is still in existence. If such body is not in existence, the Commission will determine how best to deal with the new work.

Paragraph 30. Where Codex subsidiary bodies have been abolished, dissolved, or adjourned *sine die*, the Secretariat keeps under review all Codex standards and related texts elaborated by these bodies and determines the need for any corrections, amendments or new editions, in particular those arising from decisions of the Commission.

- If the need for corrections is identified, then the Secretariat makes the corrections.
- If the need for a modification (amendment or new edition) is identified, the Codex Secretariat, in cooperation with the host secretariat of the adjourned committee if applicable, should prepare a working paper containing the reasons for proposing a modification and the wording of such modifications as appropriate, and request comments from Members of the Commission: a) on the need to proceed with such a modification and b) on the proposed modification itself.
  - If the majority of the replies received from Members of the Commission is affirmative on both the need to modify the standard, and the suitability of the proposed wording for the modification or an alternative proposed wording, the proposal should be submitted to the Commission for consideration and adoption.
  - In cases where replies do not appear to offer an uncontroversial solution then the Commission should be informed accordingly, and it would be for the Commission to determine how best to proceed.