



**Food and Agriculture Organization  
of the United Nations**

**Meeting Proceedings  
FAO National Training course on  
strengthening food safety standard setting and  
enhancing effective participation in Codex activities in Lao PDR**

27 - 29 June 2016  
Vientiane, Lao PDR



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

**MAFF**

**Ministry of Agriculture,  
Forestry and Fisheries**

JAPAN

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## Abbreviations and acronyms

ACFS	National Bureau of Agricultural Commodity and Food Standards
ASEAN	Association of Southeast Asian Nations
BFDI	Bureau of Food and Drug Inspection
BfR	Bundeminstitut für Risikobewertung; The Federal Institute Risk Assessment in Germany
CAC	Codex Alimentarius Commission
CCASIA	the FAO/WHO Coordinating Committee for Asia
CCCF	Codex Committee on Contaminants in Foods
CCEXEC	Executive Committee of the Codex Alimentarius Commission
CCFA	Codex Committee on Food Additives
CCFFP	Codex Committee on Fish and Fishery Products
CCFFV	Codex Committee on Fresh Fruits and Vegetables
CCFH	Codex Committee on Food Hygiene
CCFICS	Codex Committee on Food Import and Export Certification and Inspection
CCFL	Codex Committee on Food Labelling
CCGP	Codex Committee on General Principles
CCMAS	Codex Committee on Methods of Analysis and Sampling
CCNFSDU	Codex Committee on Nutrition and Foods for Special Dietary Uses
CCP	Codex contact point
CCPFV	Codex Committee on Processed Fruits and Vegetables
CCPR	Codex Committee on Pesticides Residues
CCRVDF	Codex Committee on Residues of Veterinary Drugs in Foods
CCSCH	Codex Committee on Spices and Culinary Herbs
CRDs	Conference room documents
DG	Director General
DLF	Department of Livestock and Fisheries
DOA	Department of Agriculture
EU	European Union
FAO	Food and Agriculture Organization of United Nations
FAORAP	FAO Regional Office for Asia and the Pacific
FDD	Food and Drug Department
FDQCC	Food and Drug Quality Control Center
GAP	Good Agricultural Practices
GCMS	Gas chromatography–mass spectrometry
GEMS/food	the Global Environment Monitoring System - Food Contamination Monitoring and Assessment Programme
GHP	Good Hygiene Practices
GMP	Good Manufacturing Practices
HACCP	Hazard Analysis and Critical Control Point
IPM	Integrated Pest Management
IC	Ion chromatography
JECFA	Joint FAO/WHO Expert Committee on Food Additives
JEMRA	Joint FAO/WHO Expert Meeting on Risk Analysis

JMPR	Joint FAO/WHO Meeting on Pesticide Residues
LCMS	Liquid chromatography–mass spectrometry
LNCC	Lao national Codex committee
MAF	Ministry of Agriculture and Forestry
MLs	Maximum levels
MRLs	Maximum residue limits
MC	Microbiological criteria
MOH	Ministry of Health
MOST	Ministry of Science and Technology
NCC	National Codex committee
NCCP	National Codex contact point
PPC	Plant Protection Centre
SPS	Sanitary and phytosanitary
TBT	Technical barriers to trade
TOR	Terms of reference
WHO	World Health Organization
WG	Working group
WTO	World Trade Organization



## Executive summary

The national training course on “Strengthening Food Safety Standard Setting and Effective Participation in Codex activities in Lao PDR” as a part of FAO Regional project “Support for Capacity Building for International Food Safety Standard Development and Implementation in ASEAN Countries” (GCP/RAS/295/JPN) was held during 27-29 June 2016 at Vientiane, Lao PDR. Specific objectives of the training course were:

- 1) enhanced understanding of the structure and function of Codex Alimentarius Commission in relation to SPS/TBT Agreements and elaboration of Codex standards
- 2) enhanced knowledge of the basic concept of Codex risk analysis framework and its link to standard development and data collection and utilization
- 3) enhanced understanding of strengthened National Codex Contact Committee
- 4) enhanced knowledge about effective participation in Codex activities
- 5) draft road map for improving standard development activities and strengthening Codex activities

Twenty three (23) national participants from four ministries, and two academic institutions who are mainly responsible for food safety control with regard to standard development and implementation as well as the work of the Codex actively participated in the training course. The training course methodology consisted of technical presentations, country experiences from India, Indonesia and Thailand, working group activities, and round table discussions.

Based on the working group discussions and round table discussion, four recommendations were suggested: 1) adapting Codex standards to develop national standards, 2) reviewing the capacity of laboratories to prioritize the improvement needs, so that data collection on national food consumption and food handling can be collected, 3) setting National Strategic Plan for food safety and Codex with clear goals, reviewing the National Codex Committee role and responsibilities, and establish sub-committees, 4) developing a National Codex website in local language for effective communication between stakeholders.

At the end of the three-day training course, six main objectives were addressed and the National road map for improving standard development activities and strengthening Codex activities in Lao PDR with 12 steps was developed during the round table discussion.

The quality of the training was evaluated as excellent (45%) or very good (45%) and all responders found the group work sessions relevant and useful. The comments from participants included among others the need for more training including data collection and risk analysis for specific contaminants in food, advocacy of Codex, national Codex activities for establishing national standards.

## 1. Introduction

A National Training Course on “Strengthening Food Safety Standard Setting and Effective Participation in Codex activities in Lao PDR” as a part of FAO Regional project “Support for Capacity Building for International Food Safety Standard Development and Implementation in ASEAN Countries” (GCP/RAS/295/JPN) was held during 27-29 June 2016 at Vientiane, Lao PDR. The general objective of the training course was to enhance capacity for food safety standards setting including contributing to Codex standards work. Specific objectives of this training course were as follows:

- 1) Enhanced understanding of the structure and function of Codex Alimentarius Commission in relation to SPS/TBT Agreements and elaboration of Codex standards
- 2) Enhanced knowledge of the basic concept of Codex risk analysis framework and its link to standard development and data collection and utilization
- 3) Enhanced understanding of strengthened National Codex Contact Committee
- 4) Enhanced knowledge about effective participation in Codex activities
- 5) Draft road map for improving standard development activities and strengthening Codex activities

The training course methodology consisted of lectures, sharing of other country experiences followed by discussions and group work.

The training course was attended by 23 participants from Lao PDR belong to four ministries, and two academic institutions. They are from the agencies mainly responsible for food safety control with regard to standard development and implementation as well as the work of the Codex. The agenda is given in the Annex 1 and the list of participants in the Annex 2.

## 2. Main activities and findings

### 2.1. Opening session

Ms. Shashi Sareen of FAORAP provided the welcome remarks. She highlighted that food safety has been gaining importance over the years and is currently high on the agenda of international, regional and local level, and that the urgent need for strengthening national food control system and international collaboration. She stressed i) the importance of Codex standards and the needs for Lao PDR with a multiagency food control system and ii) the importance of participating Codex standard setting activities. She explained the context on which the training courses were being organized.

Mr. Sivong Sengaloudeth, Deputy Director General, Food and Drug Department, Ministry of Health, thanked to the government of Japan and FAO RAP for their effort to perform this workshop in Lao PDR. He highlighted that this workshop could lead to awareness-raising among relevant stakeholders and might have influence at the political level in assigning Codex matters at higher priority and more effective to participate in Codex work and setting national food safety standards in this country. He hoped this meeting would be fruitful and the participants would contribute to the progress of the developments of food safety standards in Lao PDR.

Mr. Stephen Rudgard, FAO Representative Lao PDR (FAOR) could not be present during the opening Session due to other parallel programmes. He, therefore, addressed the participants on the following day. FAOR elaborated that food safety is high priority area in this country and highlighted the importance of this training course. In his remarks, he also mentioned the recent FAO work with collaboration with Lao PDR governments including edible mushroom book

which includes pictures of edible mushrooms to prevent mushroom poisoning, highlighted the need to strengthen the food lab capacity, and support a possible focused food consumption data collection project.

## 2.2. Technical session

### 2.2.1. Structure and function of Codex Alimentarius Commission

After a brief explanation and overview of the project and the training by Mr. Makoto Sakashita, Ms. Shashi Sareen introduced the global scenario of food safety, key provisions of Sanitary and Phytosanitary/ Technical Barriers to Trade (SPS/TBT) agreements and their link to Codex, including the legal status by adoption of Codex standards, country role in resolving trade disputes. She elaborated the code of good practice for standards development in the TBT agreement.

Ms. Shashi Sareen explained the function and structure of Codex, its vision, strategic goals and broad activities as well as showed the principles of Codex elaboration procedures and standards development procedures and the Codex strategic plan 2014-2019. She also explained the scientific basis for codex work and other legitimate factors.

Mr. Sanjay Dave explained the structure and contents of the Codex Procedural Manual, namely, (i) statutes, (ii) rules of procedures including sessions of CAC and Committees, voting procedures (i.e. one vote per member, no proxy, and simple majority), elaboration and adaption of standards by consensus, budget and expenses, Codex works in six main languages, (iii) four principles of the Codex Alimentarius (Purpose of Codex, text in uniform manner), Scope (standards setting); Nature of Codex standards (not substitute for national standards); Revision reflecting current science, (iv) definitions for the purpose of Codex Alimentarius.

He also explained the Procedures for the elaboration of Codex standards and related text, (ii) Criteria for the establishment of subsidiary bodies, (iii) Criteria for the Establishment of work priorities, (iv) Guidelines for the application of criteria for the establishment of work priorities, (v) Relations between Commodity Committees and General Committees, (vi) Format for Codex Commodity standards, (vii) Guidelines for the inclusion of specific provision in Codex standards and related texts.

In the presentation regarding “How Codex elaborates Standards”, he explained (i) Criteria for standards setting, (ii) Codex Standard setting process, (iii) the Step process - 8, 5/8 5A, (iv) the critical review process and the criteria applied by the CCEXEC, and (iii) monitoring of standards development by CCEXEC. He provided information on various types of Working Papers and how these are structured.

He also mentioned the different types of Codex documents and numbering system for the Codex working document for the Commission and Committees, circular letters, and the use, role, terms of reference and benefits of working groups between and during Committees. He also briefly explained how the country comments are communicated by Codex members and observers.

### 2.2.2. Strengthening of National Codex Contact Committee (Current situation in Lao PDR)

Ms. Viengxay Vansilalom explained i) the food control system structure, ii) level of Codex implementation including the adaption of Codex standards in Lao PDR standards, iii) Process of standard setting activities, system for data collection, and iv) capacity needs for effective implementation of Codex standards in Lao PDR. She further explained i) Codex structure, members, roles, and main activities of the National Codex Committee of the country, and ii) development of food law, food safety legislations and guidelines.

Ms. Laddavanh Sivongxay explained i) organization structure, and role of the department of standardization and metrology ii) structure and role of the standard division within the department, iii) structure and role of the national standard council, iv) law on standardization including three types of national standards (products and goods, service and environmental), v) principle and process for developing Lao standards, vi) promotion of the implementations of standards, vii) priority setting for standardization and viii) constraints in the standardization activities.

### 2.2.3. Risk analysis and its relation to standards setting

Mr. Roy Sparringa elaborated the three components of risk analysis, i.e. risk assessment, risk management and risk communication with Codex definitions and its relation to standards setting. He highlighted the benefits of application of risk analysis framework and the good practices for the application of risk analysis, the concept and differences of risk and hazard. He provided examples of use of outputs from JEMRA risk assessment in the Codex Committee on Food Hygiene and other national /regional risk assessment structures, including ASEAN Risk Assessment Centre for Food Safety, Indonesian Risk Assessment Center, European Food Safety Authorities, BfR, and Food Safety Commission in Japan.

Ms. Panpilad Saikaew explained the principles, process and necessary data for the establishment of Maximum Residue Limits for pesticides in Thailand and Codex including activities of both WHO and FAO panels in JMPR. She also explained Thai national consumption data collection methodology, survey protocols, consumption data reporting framework, and benefits of data collection. In the principles of the establishment of national MRLs, the MRLs will be set for pesticides registered in Thailand and set for all commodities which these pesticides are allowed to be used.

With regards to consumption data, previously, there were the surveys on consumption data of Thailand; however the purpose of those surveys were for the nutrition purpose. Then, National Bureau of Agricultural Commodity and Food standards, as the standard setting body, collaborated with the Institute of Nutrition to generate a national consumption survey for risk assessment purpose. This will allow more efficient and accurate overall exposure assessment in Thailand and support risk managers in their decision making on food safety. The first survey was during 2003-2006. The new survey just finished last year. This was 3-year project from 2013-2015. This consumption data is not only used for conducting the risk assessment in Thailand, but also submitted to the GEMs/Food database.

### 2.2.4. Strengthening of National Codex Contact Committee and its relation to standards setting (Other countries' experience)

Mr. Sanjay Dave presented a case study on how India took the Codex strategic approach, steps taken to participate in Codex and pre-requisite, i.e., prioritization, national Codex structure including national contact point, the core functions and responsibilities of the National Codex Committee and Mirror Committees, strong team work, and national Codex rules and procedures. He also explained how India worked out the budgetary provisions for national Codex activities, and the Indian achievements in Codex including hosting Codex Committee on Spices and Culinary Herbs (CCSCH) and serving as the Coordinator for CCASIA.

Mr. Hajime Toyofuku explained i) the importance of working group in the drafting stage of the Codex working document, ii) importance of active participation in the working group, and highlighted the lesson learned from the Codex Committee on Food Hygiene (CCFH) working group on the revision of microbiological criteria (MC). He introduced the mentor/mentee approach for the development of real life examples of different applications of MC to understand the new concepts to revise the MC document.

Mr. Roy Sparringa, based on Indonesia experience, explained the roles and Terms of References (ToR) of National Codex Committee (NCC) and key functions of National Codex Contact Point, its membership, ToR, member's tasks of sub-committees of NCC, membership and ToR of Technical advisory groups, and elaborated Codex Indonesia Strategic Plan. He also highlighted the importance of the development of National Codex manual.

Ms. Shashi Sareen provided an overview of the standardization structure and activities of countries in the ASEAN region. She stated her presentation with a summary of FAO capacity development activities in Asia on strengthening standards development and implementation with region projects as well as country projects in Bangladesh Bhutan, Mongolia and Nepal. The status of national Codex activities in each of the ten ASEAN countries were highlighted covering the food control system framework, institutional infrastructure, national standard, level of Codex implementation, data collection and analysis system and prioritized needs for capacity building. She pointed out some important issues and discussion points on standardization aspects such as the need for unified standards, clarification of role of national standard bodies and regulatory bodies, data collection, and private sector stakeholders

Ms. Panpilad Saikaew explained the role and function of two national agencies in charge of food control in Thailand, namely the Ministry of Agriculture Cooperatives for food production and export (under the Agriculture Standard Act) and the Ministry of Health for health related issues including import foods (under the Food Act). She showed three categories of Thai agriculture standards set under Agriculture Standard Act namely; commodity standards; system standards such as GAP, GMP and organic agriculture production; and general standards such as MRLs of pesticide residues.

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

Mr. Roy Sparringa explained i) Principles of the ASEAN Food Safety Policy, ii) Developing capacity for effective implementation of National Standard, including Indonesia Risk Assessment Center, basic and advanced risk assessment training, food control management , inspection services, laboratory services and information, education, communication and training. He highlighted to prioritize needs to strengthen capacity for effective implementation of national food standards, namely application of comprehensive risk analysis, risk based standards, scientific data generation system in standard setting, farm to table integrated monitoring system, and support of technical expertise.

#### 2.2.5. Effective Participation in Codex work

Mr. Sanjay Dave provided the participants with information on: 1) The process of preparation and presentation of comments, 2) Selection of delegates for participation in Codex sessions, 3) Participation in Codex sessions including expression of National Views in Codex Sessions and actions after a Codex Session, and 4) Development of new work proposals for setting Codex standards including key elements for consideration before preparing new work proposals. The various key steps needed for Codex meetings, identifying priority issues, preparing national positions, refining of comments and actual presentation of comments in the Codex sessions was explained.

The presentation on selection of delegates to a Codex session was an added presentation by him. He explained about the role of Head delegate and the responsibilities of the members of the delegation, what preparations are required to be done before leaving for a Codex meeting.

In the presentation related to “How to participate in Codex Sessions and actions after a Codex Sessions”, the participants were informed about how the National comments have to be expressed in the Codex meeting, the protocol and the expectations from the National delegations, what documents to be carried back to the home country. The participants were informed about post-participation activities and follow-up action.

The presentation regarding “How to develop new work proposals for setting Codex standards” was about development of new work proposals for setting Codex standards. In this the participants were advised that the proposals have to fall within the mandate of Codex, what should be contained in the project documents. It is important to ensure that it should contain information against the criteria for commodities or general subjects, as applicable. Participants were informed about the process of approval by the relevant Codex Committee, CCEXEC and the Codex Commission.

### 2.3.Group work

The group work, which was moderated by Ms. Shashi Sareen with support of other faculty members, discussed about the issues below. Two groups were formulated by the participants.

#### **Group I**

- Item1: Develop the process of establishing National standards
- Item2: Propose the process and structure for Risk Assessment
- Item3: Identify areas where Risk Assessment is needed
- Item4: What are the existing data and what data is needed?
- Item5: Identify areas where standard needed (and develop a road map)
- Item6: Propose systems of data collection
- Item7: Identify a Pool of experts for Risk Assessment
- Item8: What is the existing lab capacity and what is needed? – identify gaps

#### **Group II**

- Item1: Prepare a draft of a Codex country Manual to include what it should cover and points under each section
- Item2: Develop contents of a Lao PDR Codex website
- Item3: Discuss the areas for participation in Codex and prioritization of Codex committees for participation
- Item4: Elaborate the process for participation in Codex
- Item5: Draw up the composition for the NCC and sub committees with stakeholder participation – and work out its TORs
- Item6: NCCP – what is the strengthening needed, work out the TORs

The result of the discussion of each group, the issues, the challenges, potential solutions and action points of these topics are also summarized followed.

#### **Group I**

Item1: Develop the process of establishing National standards  
Responses from the Group

Existing condition:

- Refer to Food Law and Food safety Policy
- Fully adoption of Codex Alimentarius
- Refer to the imported country (Certification of analysis)
- Standard of neighboring countries
- Lack of post market control

Future working items:

- Establish a National Codex Committee which comprise related agencies such MAF, MOC, MST, NOU
- Set prioritization for food safety standard establishment
  - The necessity and requirement of the country
  - The importance for consumer protection and fair practice in food trade
- Review the existing standards and standards in neighboring countries and literature such as research and case study
- Draft the prioritized national standard
- Meeting for elaborating the draft
- Circulate the draft to concerned agencies
- Gathering the comments from concerned agencies
- Improve the draft
- Meeting with senior of concerned inside the MOH and outside the MOH
- Refined send and submit to the Minister level

#### Item 2: Propose the process and structure for Risk Assessment

Responses from the Group

Elements of Risk Assessments

- Hazard Identification (inputs from laboratory are needed),
- Hazard characterization (Maybe the outputs from JECFA, JEMRA, and JMPR could be utilized.)
- Exposure assessment (Food consumption data, monitoring data is needed),
- Risk characterization (for managing the risks, the outcome of the risk characterization is needed by risk managers)

#### Item 3: Identify areas where Risk Assessment is needed

Responses from the Group

- Identify problems: food borne disease data (salmonella, *E.coli*, also chemical contaminants and natural toxins such mushroom)
- What kind of food consumed mostly by population (data of Import-Export and domestic, data: Survey, LSIS )
- Monitoring data, outbreak data, notification, rejection, consumer's complaints...
- Risk Profiling and make a rank

#### Item 4. What are the existing data and what data is needed?

The working group (WG) responses:

Existing data:

- Weekly report on six food borne diseases from Nat lab and epidemiology
- Outbreak of foodborne diseases including food poisoning
- Annual monitoring food contaminants data from BFDI, DOA, DLF

- Annual report from provincial

Data needed:

- National food consumption data are needed to establish national standards and risk assessment, especially exposure assessments.
- Monitoring of prevalence and concentration of main food borne pathogens in food (Salmonella, *E.coli*, and other pathogens).
- Monitoring of prevalence and concentration of main food contaminants in food (e.g. aflatoxin, dioxin etc.)

Item5: Identify areas where standard needed (and develop a road map)

The WG responses:

- Specific fruit and vegetable (Aflatoxin, Ochratoxin MLs )
  - Coffee (Ochratoxin) completed on 2017
  - Peanut, corn, rice, completed 2019
- Meat and Fish ( MRLs of growth promoters)
- General food hygiene practice
- Review whole adopted codex standard to be a national standards

Item 6: Propose systems of data collection

The WG responses:

- Establish network forum for integrated food safety systems in the risk analysis framework (risk management, risk assessment and risk communication)
- Data collection from risk assessment forum in consultation with risk management forum

Item 7: Identify a pool of experts for Risk Assessment

The WG responses:

- Experts from Lab
- Experts from University
- Experts from Industries
- Experts from Food consumption patterns
- Experts of epidemiologist
- International consultants from WHO, FAO, Japan, EU, Indonesia etc.

Item 8: What is the existing lab capacity and what is needed? – identify gaps

The WG responses:

Existing capacity

- All existing laboratories no accreditation
- FDQCC:
  - Chemical analysis: contaminants: additive, Heavy metals, aflatoxin, pesticide residue, some of drug residue
  - Microbiology analysis: yeast and mold, Total coliform, *E.coli*, *Salmonella*, *Staphylococcus aureus*
- PPC (DOA): Pesticide residue, insects, Integrated Pest Management (IPM).

- AHC: Zoonotic disease, food contaminants.
- FS lab of NOU:
- Microbiology: Total coliform, *E.coli*, *Salmonella*, lactic acid bacteria
- Chemical: used test kits

#### Needed

- All existing laboratories are needed for the accreditation
- Strengthen the capacity building of analysis (Proficiency test, reference materials, method analysis, etc.)
- Laboratory facilities such as LCMS, GCMS, IC
- Harmonization the method of analysis

## Group II

### Item1: Prepare a draft of a Codex country Manual to include what it should cover and points under each section

The WG responses:

- Structure of National Codex committee and Sub Codex committee
- Members of LNCC
- Duty of Member of LNCC and core function
- Members and TORs of Each committee and core function
- National Codex contact point

### Item2: Develop contents of a Lao PDR Codex website

The WG responses:

- General information of Codex such as introduction of Codex, list of Codex members, list of all Codex committee, link to Codex website
- History of Codex at Lao PDR
- Codex meetings of previous 2-3 years in which Lao PDR has participated and the reports of National delegation
- Codex Strategic Plan of Lao PDR
- Scientific basic of Codex
- National codex committee and sub-committee and responsibilities
- CCP and its core function
- Working procedures of Codex-Lao PDR
- Contact information of CCP
- Links to Procedural Manual, Codex Secretariat, Codex Trust Fund.

### Item3: Discuss the areas for participation in Codex and prioritization of Codex committees for participation

During the plenary discussion after the presentations of the group work, financial resources for the following areas were recognized as high priorities and should be secured:

- 1) Participation in the committee meetings
- 2) Development and maintenance of National Codex Website
- 3) Awareness programme for all stakeholders to develop country comments

In addition, the need of the financial support to translate Codex documents into the local language was identified.

Item4: Elaborate the process for participation in Codex

The WG responses:

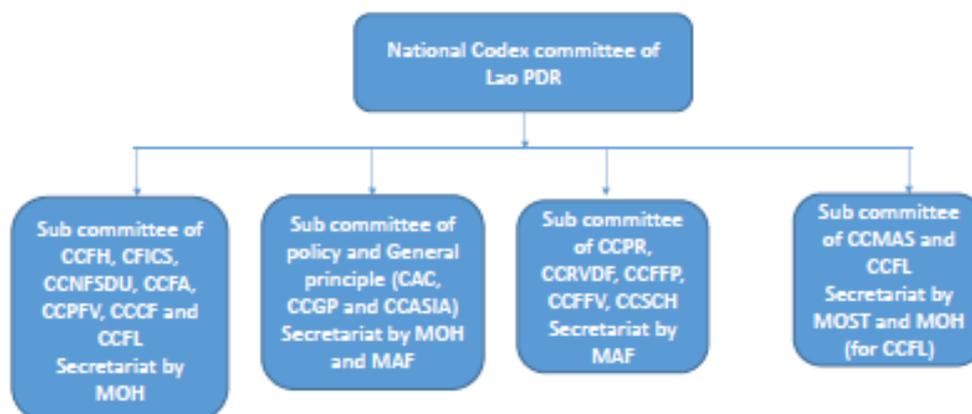
1. Receiving the documents from Codex;
  2. Submitting the documents to the responsible office and other stakeholders;
  3. Preparing the information and documents for consideration by subcommittee;
  4. Considering by subcommittee;
  5. Preparing the draft comments for approval by NCC;
  6. Submitting the comments to Codex secretariat via CCP of Lao PDR;
  7. Nominating the delegates to attend the Codex meeting;
  8. Inform Codex Secretariat about composition of National delegation and Head delegate
  9. Register the delegation with Codex Secretariat and Host country Secretariat
  10. Participating in Codex meeting;
  11. Reporting the result of Codex meeting to the secretariat of CCP;
  12. Organize debriefing meeting for National Codex committee.
  13. Collect all documents received from delegation including Report, CRDs and keep in the record folder
  14. Identify Circular Letters from Codex Secretariat for follow-up action
-

Item5: Draw up the composition for the NCC and sub committees with stakeholder participation – and work out its TORs

The WG responses:

Group II illustrated the structure of the Lao PDR National Codex Committee (NCC) and sub-committees. (Figure1)

**Figure 1.** Structure of the Lao PDR National Codex Committee and sub-committees



The members of Lao NCC were discussed and the following members were suggested as below:

- Members of LNCC
 

Ministry of Health	CHAIR
Ministry of Agriculture and Forestry	Vice Chair
Ministry of Science and Technology	Vice Chair
Ministry of Commerce and Industry	Member
FDDQCC	Member
National university	Member
NCCL	Member
Private sector	Member
Mass organization	Member
Remark: DG level	

After the discussions on the duties of Lao NCC, the following responsibility of were suggested:

- Responsibilities of LNCC
  - To cooperate with Codex, FAO and WHO
  - To cooperate with other local/regional or foreign organization

- To make recommendation about annual budget to the CCP
- To formulate national position in consultation with the members of NCC and make recommendation
- To nominated delegate to attend Codex meetings
- To study codex documents, collect and review all relevant information relating to technology, economic, health and control system, and advise the government

As the core functions of the Lao NCC, the following elements were suggested:

- Core Functions of LNCC
  - To advise government on the implication of various food standards and related issues
  - To provide input to the government to pressure quality and safety of food, development of industry and expansion of international trade
  - To identify sub-committees and their members for Codex work
  - To meet as and when necessary to formulate national position

Item6: NCCP – what is the strengthening needed, work out the TORs

The WG responses:

- Act as the coordinator between the Codex Secretariat and all stakeholders within Lao PDR;
- Coordinate all activities related to Codex work within Lao PDR and other member state;
- Receive all Codex documents e.g. invitation, circulation letters, final texts and working documents of Codex sessions
- Circulate the concerned documents to all related stakeholders within Lao PDR;
- Work with the National Codex Committee and Sub Committees set in Lao PDR;
- Send comments on Codex documents or proposals to the Codex Secretariat or Working group;
- Online register and inform the lists of Lao PDR delegation, accompany with their addresses, to the Codex Secretariat;
- Prepare annual budget for all activities related to Codex work;
- Act as library of Codex documents;
- Maintain the Codex- Lao PDR website;
- organize Codex awareness programs in Lao PDR

The members of the Subcommittee of the policy and general principle (CAC, CCGP, and CCASIA) were discussed, and the following members were suggested:

- |  |                  |
|--|------------------|
| • Ministry of Health                   | CHAIR (DG level) |
| • Ministry of Agriculture and Forestry | Vice Chair       |
| • Ministry of Science and Technology   | Vice Chair       |
| • Ministry of Commerce and Industry    | Member           |
| • National Center of Nutrition         | Member           |
| • FDDQCC                               | Member           |
| • National university                  | Member           |
| • NCCL                                 | Member           |
| • Import and Export food company       | Member           |

Remark: Division Director Level

The members of the Subcommittee of CCFH, CFICS, CCNFSU, CCFA, CCPFV, CCCF and CCFL were discussed, and the following members were suggested:

- Ministry of Health CHAIR (DG level)
- Ministry of Agriculture and Forestry Vice Chair
- Ministry of Science and Technology Vice Chair
- Ministry of Commerce and Industry Member
- National Center of Nutrition Member
- FDQCC Member
- National university Member
- NCCL Member
- Import and Export food company Member

Remark: Division Director Level

The members of the Subcommittee of CCPR, CCRVDF, CCFFP, CCFFV, and CCSCH were discussed, and the following members were suggested:

- Ministry of Agriculture and Forestry CHAIR (DG level)
- Ministry of Health Vice Chair
- Ministry of Science and Technology Vice Chair
- Ministry of Commerce and Industry Member
- National agriculture and forestry research center Member
- FDQCC Member
- National university Member
- NCCL Member
- Farmer association Member
- Import and Export food company Member

Remark: Division Director Level

The members of the Subcommittee of CCMAS and CCFL were discussed, and the following members were suggested:

- Ministry of Science and Technology CHAIR (DG level)
- Ministry of Health Vice Chair
- Ministry of Commerce and Industry Member
- National Center of Nutrition Member
- FDQCC Member
- Metrology Center Member
- National university Member
- NCCL Member
- Import and Export food company Member

Remark: Division Director Level

The suggested responsibilities of the Subcommittees were;

- To study Codex agenda documents including country comments, collect and review on relevant information relating to technology economic health and control system and advice NCC on Acceptant of Codex standard
- To formulate national comments on relevant codex agenda item and forward to CCP for approval and submit to codex Secretariat
- To send the list of delegation for relevant committee to CCP for registration
- Participate in ASEAN Codex committee

The core functions of the Subcommittees were

- Core Functions
  - To advices NCC on the endorsed standard and implementation
  - Briefing on codex session to national delegation

After presentation by each group and plenary discussion on given topics, the plenary session discussed to develop a road map for improving standard development and strengthening Codex activities for action points discussed in the group session.

#### 2.4.Group Work/ Round Table Discussion: Road map for improving standard development activities and strengthening Codex activities in Lao PDR

Ms. Shashi Sareen facilitated the round table discussion on the development of the road map for improving standard development activities and strengthening Codex activities in Lao PDR. During the discussion the road map was developed as indicated below.

#### **Draft Strategic Plan and Road map for improving standard development activities and strengthening Codex activities in Lao PDR**

No	Areas / activities	Lead institution	Other institutions	Indicators	Time Frame	Support needed
1.	Sensitization of political and bureaucratic leadership about food safety and Codex	FDD, MOH	MAF, MOC, MST, NOU	Workshop organized	6 months	FAO and WHO
2.	Development of National Strategic Plan for food safety and Codex with clear goals	FDD, MOH	MAF, MOC, MST, NOU	National strategic plan developed and approved	1 year	FAO and WHO
3.	National food consumption	Public Health Research	University; National	Consumption data	1 year	EU and WHO

No	Areas / activities	Lead institution	Other institutions	Indicators	Time Frame	Support needed
	data	Centre	Lab.; National Statistics Centre	guideline		
4.	Risk Assessment – establish committee and process	FDQCC	University	Procedure in place	6 months	FAO/WHO/ Other development partners
5.	Assessment of existing data and identify areas for new data, facilities and training needs	FDQCC	University	Gaps and needs identified and strategic plan developed	6 months	FAO/WHO/ Other development partners
6.	Formation of Codex Manual	FDD	-	Manual in place	6 months	FAO/WHO/ Other development partners
7.	Development of National Codex website	FDD	-	Website in place	6 months	FAO/WHO/ Other development partners
8.	Review the NCC and establish sub-committees	FDD	MAF, MOC, MST, NOU	Improved structure of committee	6 months	FAO/WHO/ Other development partners
9.	Capacity building for implementation of GAP/GMP/ GHP/HACCP	FDD, MAF	-	Government and food businesses trained	ongoing	FAO/WHO/ Other development partners
10.	Review of capacity of lab.; its setting up; training; its accreditation; and networking with other labs. / referral labs.	FDQCC	MAF, MOC, MST, NOU	Capacity assessed and action plan prepared	1 year	FAO/WHO/ Other development partners
11.	Hiring of human resources for food safety, CCP and labs.	FDD	FDQCC, BFDI, MAFF, MST,	Expert identified and training	1 year	FAO/WHO/ Other development

No	Areas / activities	Lead institution	Other institutions	Indicators	Time Frame	Support needed
	and their training		industry	conducted		partners
12.	Estimation of budget outlay and approval	FDD	MAF, MOC, MST, NOU	Plan developed and Budget need identified	6 month	FAO/WHO

## 2.5.Recommendations

Based on the discussion during the group work and round table discussion, the following four recommendations were suggested.

### General

Most important recommended activity is the sensitization of political and bureaucratic leadership about food safety and Codex. In addition, capacity building for government staffs to implement GAP/GMP/ GHP/HACCP in this country. In order to fulfill a shortage of human resources for Codex activities, considerations should be given to hire new human resources for food safety, national Codex Contact Point and laboratories, and to provide necessary training for them. In order to do this, budget outlay should be estimated and the approval from high political official level should be obtained.

#### 1) Enhanced understanding of the structure and function of Codex Alimentarius Commission in relation to SPS/TBT Agreements and elaboration of Codex standards

An important point of consideration is the responsibilities towards TBT and SPS – as clearly indicated in the Agreements, SPS relates to food safety, animal and plant health and life and only what is not covered under the SPS will be covered under TBT. Both SPS and TBT are therefore, applicable to standards. Codex is an important reference in SPS agreement–important to recognize that Codex standards are a baseline and may be considered for adoption – which will be the most convenient route for development of standards.

#### 2) Enhanced knowledge of the basic concept of Codex risk analysis framework and its link to standard development and data collection and utilization

Under the SPS agreement, member country should establish standards based on risk assessments performed with the procedures elaborated by Codex, or adopt Codex standards, which were developed based on risk assessment.

Therefore knowledge of the basic concept of Codex risk analysis framework and its link to standard development is a priority area for capacity building for food safety officials in this country. Further national risk assessment body should be established in this country. The body should establish networks with risk assessment bodies in ASEAN countries and other regions for enhancing data collections, and information /opinions exchanges. New areas for risk assessment and data collection for the risk assessments should be identified and prioritized.

In order to perform exposure assessment, which is the most country specific part among the four risk assessment component, national food consumption data, and data related to food handling/preparation should be collected. To do so, it is important to priorities a review of the current capacity of laboratories and training needs established. To enhance laboratory capacities, considerations should be given to strengthen network with other laboratories in this regions.

### **3) Enhanced understanding of strengthened National Codex Contact Committee**

The training recognized the importance of strengthening national structures and systems for management of Codex activities at the national level and enhancing Lao PDR's ability to participate in international standards development. The training also identified the needs to develop a National Strategic Plan for food safety and Codex with clear goals, and to review the NCC role and responsibilities, and to establish sub-committees.

The training course identified the following issues in relation to Codex management at the national level;

- 1) No clear work plan and frequency of NCC meetings established
- 2) No clear policy on Codex and standards development
- 3) Delays in harmonization with and adoption of international Codex standards

### **4) Enhanced knowledge about effective participation in Codex activities**

Through the training, the need of capacity building for relevant government officials, industry and academia in order to participate in the Codex standard setting activities more effectively was identified as an important issue.

To help this capacity building activities, the development of a National Codex website in local language was strongly recommended.

## **2.6. Feedback of the training course**

A feedback of training course was carried out by circulating a questionnaire and obtaining written reply from the participants at the end of the training. Eleven participants responded to the questionnaire.

The quality of the training was evaluated as excellent (45%) or very good (45%). 64% of the responders evaluated the subject of the training, materials and handouts were very useful and relevant to their work and contain relevant information, and 36% felt it was somewhat useful and relevant. 82% of the responders evaluated the inputs from experts were useful and relevant. 100% of the responders evaluated the group work sessions were relevant and useful.

The general comments from individual participants included the need for more training including data collection and risk analysis for specific contaminants in food, more awareness activities, and more lengthy training, need for refreshing training course on how to set food safety standards. Also participants expressed the need for training on laboratory capacities, inspection, advocacy of Codex, national Codex activities for establishing national standards.

## **3. Conclusions**

During the concluding session Ms. Shashi Sareen stressed that it was critical to improve knowledge on understanding the Codex standards setting process and contributing to the development of national standards including harmonization with international Codex standards as well as other national standards. She highlighted that the drafted road map for improving standard development activities and strengthening Codex activities should be moved into action by mobilizing available resources. By utilizing the information/knowledge obtained from this training, capacity to enact a comprehensive food safety regulation containing national standards harmonized both with Codex and within the country, which is in tune with the government policy to adopt Codex norms should be developed.

Mr. Sivong Sengaloundeth, Deputy Director General of FDD, thanked the FAORAP and the resource persons for providing the inputs during the training, which is of great importance to Lao PDR. The capacity development exercise is of vital importance to the relevant ministries, National Codex Committee and Codex Contact Point as a whole. He assured that the relevant ministries would improve the country situation on Codex, national food standard setting, and fill gaps identified during the training course. He wanted to train more staffs in the relevant ministries and all stakeholders to be aware of the importance of Codex activities.

During the three-day training course, six main objectives were addressed and the outcomes are as follows:

- 1) Participants gained an understanding the importance and Principles of SPS/TBT in relation to Codex standard development.
- 2) Basic concept of Codex risk analysis framework and data collection and utilization have been fully understood by the participants.
- 3) Knowledge about Codex Standards setting structure, procedure and activities has been enhanced.
- 4) The recommendation for strengthening effective participation in and contribute to Codex standards setting activities has been discussed and reflected to the national road map.
- 5) Lao PDR's National standardization structure and activities and support to strengthen the same were discussed.
- 6) National road map for improving standard development activities and strengthening Codex activities in Lao PDR was developed.

## Annex 1. Agenda

Monday, 27 June 2016 (Day 1)	
08:30-09:00	Registration
09:00-09:40	<p>Opening session(<b>Agenda Item 1</b>)</p> <ul style="list-style-type: none"> <li>• Welcome Remarks <i>Ms. Shashi Sareen</i> <i>Senior Food Safety &amp; Nutrition Officer, FAO Regional Office for Asia and the Pacific</i></li> <li>• Inaugural Remarks <i>Dr. Sivong Sengaloundeth, Deputy Director General, Food and Drug Department, Ministry of Health, Lao PDR</i></li> </ul> <p>Self-introduction of participants Photo session</p> <p>Note: Remarks by Mr. Stephen Rudgard, FAO Representative in Lao PDR were given on day 2.</p>
09:40-09:55	Coffee break
09:55-10:15	<p>Overview of the project and objectives and methods of the training (<b>Agenda Item 2</b>) <i>Mr. Makoto Sakashita (Project Coordinator , FAORAP)</i></p>
Structure and function of Codex Alimentarius Commission	
10:15-11:00	<p>The SPS/TBT Agreement and International Standards (<b>Agenda Item 3</b>)</p> <ul style="list-style-type: none"> <li>• Implication of SPS Agreement and relation to Codex standard <i>Ms. Shashi Sareen (FAORAP)</i></li> </ul>
11:00-11:45	<p>An introduction to Codex including the Science base (<b>Agenda Item 4</b>)</p> <ul style="list-style-type: none"> <li>• Importance of Codex Alimentarius Commission and its structure and functions <i>Ms. Shashi Sareen (FAORAP)</i></li> </ul>
11:45-13:00	<p>Elaboration of Codex standards (<b>Agenda Item 5</b>)</p> <ul style="list-style-type: none"> <li>• Codex Procedural Manual <i>Mr. Sanjay Dave (FAORAP)</i></li> </ul>
13:00-14:00	Lunch
14:00-15:15	<p>Elaboration of Codex standards (<b>Agenda Item 5</b>)</p> <ul style="list-style-type: none"> <li>• How Codex Elaborates Standards <i>Mr. Sanjay Dave (FAORAP)</i></li> </ul>
15:15-15:30	Coffee break

Strengthening of National Codex Contact Committee	
15:30-16:15	Current situation of management of National Codex activities in Lao PDR ( <b>Agenda Item 8</b> ) <ul style="list-style-type: none"> <li>• Current work in Codex committees relevant to Lao PDR <i>Ms. Viengxay Vansilalom(Lao PDR)</i></li> </ul>
16:15-17:00	Role of National Standards Body for standards development and relationship with regulatory standards ( <b>Agenda Item 9</b> ) <i>Ms. Laddavanh Sivongxay(Lao PDR)</i>
17:00-17:15	Summary of Day 1 and Introduction for Day 2 <i>Mr. Hajime Toyofuku (FAORAP)</i>
Tuesday, 28 June 2016 (Day 2)	
Risk analysis and its relation to standards setting	
08:30-09:15	Risk analysis and its relation to standards setting ( <b>Agenda Item 6</b> ) <ul style="list-style-type: none"> <li>• Overview of Risk Analysis and its link to standards development <i>Mr. Roy Sparringa (Indonesia)</i></li> </ul>
09:15-10:30	Data Collection and utilization for Standard setting (both national and international) ( <b>Agenda Item 7</b> ) <ul style="list-style-type: none"> <li>• Thai experience <i>Ms. Panpilad Saikaew (ACFS, Thailand)</i></li> </ul>
10:30-10:45	Coffee break
10:45-11:00	Intermediate Session <ul style="list-style-type: none"> <li>• Welcome Remarks <i>Mr. Stephen Rudgard, FAO Representative Lao PDR</i></li> </ul>
Strengthening of National Codex Contact Committee	
11:00-11:45	[Case study] Management of Codex work at the national level( <b>Agenda Item 10</b> ) <ul style="list-style-type: none"> <li>• How India made progress <i>Mr. Sanjay Dave (FAORAP)</i></li> </ul>
11:45-12:30	[Case study] Experiences/lessons learned from leading working groups as a co-chair under CCFH ( <b>Agenda Item 11</b> ) <ul style="list-style-type: none"> <li>• Examples of the WG on microbiological criteria and the WG on the control of parasite in food" <i>Mr. Hajime Toyofuku (FAORAP)</i></li> </ul>
12:30-13:15	Lunch

13:15-13:45	Effective management of National Codex Committee( <b>Agenda Item 12</b> ) <ul style="list-style-type: none"> <li>• Functions and operating procedures Codex Contact Point- Role, functions and operating procedures</li> </ul> <i>Mr. Roy Sparringa (Indonesia)</i>
13:45-14:15	Status of implementing International standards at national level in ASEAN countries including the national standardization structures ( <b>Agenda Item 13</b> ) <i>Ms. Shashi Sareen (FAPRAP)</i>
14:15-15:15	[Case study] <ul style="list-style-type: none"> <li>• National capacity of Thailand with regard to standards activities both Codex and National (<b>Agenda Item 14</b>)</li> </ul> <i>Ms. Panpilad Saikaew (ACFS, Thailand)</i>
15:15-15:30	Coffee break
15:30-16:15	[Case study] <ul style="list-style-type: none"> <li>• Developing National capacities for effective implementation of National Standards – Experience of Indonesia(<b>Agenda Item 15</b>)</li> </ul> <i>Mr. Roy Sparringa (Indonesia)</i>
Effective Participation in Codex work	
16:15-17:30	Participation in Codex work ( <b>Agenda Item 16</b> ) <ul style="list-style-type: none"> <li>• How to prepare and contribute to a Codex meeting</li> <li>• How to select delegates for participation in Codex Sessions</li> <li>• How to participate in Codex Sessions and actions after a Codex Sessions</li> <li>• How to develop new work proposals for setting Codex standards</li> </ul> <i>Mr. Sanjay Dave (FAORAP)</i>
Wednesday, 29 June 2016 (Day 3)	
08:30-09:15	Summary of Day 2 <i>Mr. Hajime Toyofuku (FAORAP)</i>
09:15- 12:30 (with coffee break 10:30-10:45)	Group Work ( <b>Agenda Item 17</b> ) <ul style="list-style-type: none"> <li>• Strengthening National Codex structure and process for participation in Codex work <ul style="list-style-type: none"> <li>➤ Identify issues</li> <li>➤ Policy</li> <li>➤ Solutions</li> <li>➤ Action point</li> </ul> </li> </ul> <i>Facilitated by Ms. Viengxay Vansilalom(Lao PDR)with support of Ms. Shashi Sareen(FAPRAP)</i>
12:30-13:30	Lunch break
13:30-14:00	Presentation by groups and discussions

14:00-15:15	<p>Group Work/ Round Table Discussion (<b>Agenda Item 18</b>)</p> <ul style="list-style-type: none"> <li>• Road map for improving standard development activities and strengthening Codex activities in Lao PDR</li> </ul> <p>Moderator: <i>Ms. Shashi Sareen(FAPRAP)</i></p>
15:15-15:30	Coffee break
15:30-16:00	<p>Concluding Session(<b>Agenda Item 19</b>)</p> <ul style="list-style-type: none"> <li>• Presentation of evaluation summary <i>Mr. Hajime Toyofuku (FAORAP)</i></li> <li>• Presentation of certificates and closing remarks <i>FAO and Lao PDR</i></li> </ul>

## Annex 2. List of participants

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