

CODEX ALIMENTARIUS COMMISSION



Food and Agriculture
Organization of the
United Nations



World Health
Organization

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JOINT FAO/WHO FOOD STANDARDS PROGRAMME

CODEX ALIMENTARIUS COMMISSION

Forty-second Session

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FAO/WHO Codex Trust Fund 2018 Annual Report

A. INTRODUCTION

This report covers 2018, the third year of the new Codex Trust Fund. It highlights the key achievements and lessons learned, and provides a summary of technical, operational and financial aspects of Codex Trust Fund activities in 2018.

The Codex Trust Fund supports countries to build strong, solid and sustainable national capacity to engage in Codex. For full information on the Codex Trust Fund please visit the Codex Trust Fund website https://www.who.int/foodsafety/areas_work/food-standard/codextrustfund/en/.

Applications from eligible countries or groups of countries are assessed through a fair and transparent process and successful applications receive support for up to three years. So far three applications rounds have taken place.

B. KEY ACHIEVEMENTS AND MILESTONES IN 2018

Round 1 countries – progress and lessons learned from implementation

Key activity areas, as well as challenges faced during 2018 and how these are being addressed, are highlighted below:

○ Implementation in Round 1 countries

Four countries, Ghana, Kyrgyzstan, Madagascar and Senegal, were supported from Round 1 of the “Call for Applications”. 2018 was the second year of implementation for all countries except Kyrgyzstan (Year 1). Activities taking place in countries included:

- Re-establishment and/or revitalization of national Codex Committees (Kyrgyzstan, Senegal, Madagascar);
- Development of national Codex procedural manuals and/or production of documents relating to the management of the Codex (Ghana and Senegal);
- Development and dissemination of communication and advocacy materials to create awareness on Codex and food safety for senior policy/decision-makers and other stakeholders (Ghana, Madagascar, Senegal);
- Legislation related to Codex work reviewed for updating and ways to improve (Kyrgyzstan);
- Harmonization of 10 national standards with Codex standards (Kyrgyzstan).
- Establishment of national Codex websites (Ghana and Madagascar).

- **Some of the lessons highlighted by countries that were learned from the first phases of project implementation included:**
 - Ghana:
 - The mainstreaming of “twinning” or “peer learning” activities (with the Netherlands) has been highly beneficial and has enriched discussions on the website development and the development of the procedural manual.
 - Kyrgyzstan:
 - The importance of identifying, selecting and focusing on Codex committees that are of priority for the country.
 - The importance of participating actively in Codex work through e.g. submissions of proposals in priority Codex committees and working towards results in Codex to address the priority issues faced by the country.
 - Madagascar:
 - The importance of giving more time to planning and organizing activities to cover contingencies (e.g. plague outbreak in the country), and to motivate teams and members to participate in activities.
 - Continue research collaboration to fulfil more activities and to engage key ministries to sustain and support activities.
 - Senegal:
 - Coordination of the technical committees of the national Codex committee by other ministries helps to ensure greater adoption of Codex activities;
 - Importance of the active role played by consumer associations in lobbying authorities. Authorities are very responsive to requests from consumer associations because they represent advocacy groups.
 - Importance of engaging stakeholders (laboratories, research centres, universities) to take part in processes to provide data to better support the national Codex committee and Codex scientific bodies in their work.

A separate report on progress in countries and lessons learned can be found on CTF website at https://www.who.int/foodsafety/areas_work/food-standard/codextrustfund/en/index2.html

❖ **Challenges faced and how these are being addressed:**

Delays in project implementation. One major challenge faced in all countries was to implement the projects according to the timelines set out in the summary project documents which provide the “roadmap” for project implementation. Delays were incurred in all countries for different reasons (political, disease outbreak, technical, bureaucratic delays, etc.). These need to be taken into consideration in providing solutions. FAO and WHO have responded by making sure that delays are picked up as early as possible so that they can be addressed in a timely manner. This has required tighter oversight. Other problems are being responded to by making additional technical and project management assistance available to back up the support provided by FAO and WHO project leads.

✚ **Round 2 countries – preparation for implementation**

The quality of applications improved in Round 2 as judged by the increase in the number of strong applications received as assessed by the Technical Review Group (TRG). The countries supported in from Round 2 of the Call for Applications were announced in the CTF 3rd Progress Report (CX/CAC 18/41/19 Add.1) and are as follows: Cabo Verde, Burkina Faso, North Macedonia, Guinea, Honduras, Mali and Rwanda. Bhutan, India and Nepal are being supported through a group project. In 2018 all countries worked with the FAO or WHO lead officer assigned to the project to move from the application to the summary project document which serves as the “roadmap” for project implementation. At the end of 2018 Burkina Faso, Guinea and Honduras had obtained sign-off of their summary project document and begun implementation. All countries that applied to the Codex Trust Fund in Round 2 received written feedback from the Codex Trust Fund Secretariat based on the assessment of the TRG. The written feedback is meant to assist countries in improving their applications should the country/group of countries decide to revise and re-submit in a

subsequent application round. Assistance can also be sought from FAO and WHO regional food safety officers.

Overviews of the results framework for projects based on the summary project documents can be found at <https://www.who.int/foodsafety/publications/CTFcountryssupport/en/>.

❖ Challenges faced and how these are being addressed:

Helping countries do robust applications that will lead to transformational projects: In order to try and increase the number of robust applications, the CTF Steering Committee tasked the CTF Secretariat to develop a one-page guide with key questions that countries could use to guide them when preparing applications (see Annex 2).

Time necessary to finalize summary project documents: A major challenge faced with Round 2 countries/group was the time that was necessary to move from accepted applications to the finalization and sign-off of summary project documents on which project implementation is based. The CTF Steering Committee addressed this issue in their 37th meeting and measures being taken are reported in the Codex Trust Fund 4th Progress Report (CX/CAC 19/42/17 Add.1).

✚ **Round 3 “Call for Applications” successfully concluded**

Round 3 of the Call for Applications opened on 15 August 2018 with 105 countries eligible to apply (see Annex 1 for a list of eligible countries). The deadline for submission of applications in the on-line system was 30 November 2018. In total, 30 applications were received in the on-line system by the deadline. Of these, 28 applications met the pre-screening criteria and were sent to the Technical Review Group for full assessment.

The regional breakdown of individual country and group applications sent for assessment was as follows:

- Africa – 14 individual countries and 1 group.
- Asia – 4 individual countries.
- Europe – 2 individual countries.
- LAC – 4 individual countries and 1 group.
- Near East – 1 individual country
- SWP – 1 individual country

Please see the 4th Progress Report for the results of Round 3.

✚ **Codex Trust Fund side event at CAC41 highlights activities taking place in countries**

A side event was organized at CAC41 on “Enhancing Engagement in Codex – Examples from Codex Trust Fund supported countries”. Over 80 delegations attended the side event which was run as an interactive session. The four countries being supported from Round 1 (Ghana, Kyrgyzstan, Madagascar and Senegal) kicked off the side event by presenting photos of some of their activities and describing to participants what was taking place and why it was important.

Round 1 countries highlighted:

- Kyrgyzstan highlighted activities aimed at securing support for Codex activities with high level policy and decision-makers through organizing awareness-raising events and personal contact.
- Increasing understanding of how Codex works for stakeholders. Senegal presented a workshop during which a mock simulation of a Codex meeting had been organized for members of the National Codex Committee. The Codex Contact Point in Madagascar emphasized the importance of explain the importance of Codex to producers and exporters of key products.

- Ghana highlighted the role that journalists play in conveying information to the wider society. To ensure that this information is accurate, journalists are being trained on food safety and Codex activities.

Project countries and partner countries called attention to the importance of sharing experience and partnering for better project outcomes. Ghana took advantage of their participation in CCCF to learn more about how Codex activities work in the Netherlands and their work on contaminants (see the video at <https://youtube/2ZHB-uO7r3o>). The Netherlands underscored that many countries are happy to contribute by sharing their knowledge, experience and practices. Countries were encouraged to “just ask”.

Participants in the session called attention to:

- The importance of securing political and economic support for Codex at the national level;
- Peer learning and sharing between countries;
- The importance of doing a good diagnosis of Codex in the country and basing the application on the results;
- Addressing sustainability in the project design and implementation to ensure that the project results and Codex activities in the country continued after the three years of the project;
- Sharing information and material through the community page and library of the Codex Trust Fund website so that countries can learn from what has been done by others.

A report of the side event can be found at [examples from codex trust fund supported countries](#).

Codex Trust Fund governance - Meetings in 2018

- Advisory Group meetings. One meeting of the Advisory Group was held in 2018. Members of the Advisory Group gave input to the Steering Committee on: challenges faced by countries in preparation of applications and implementation; benefits of having a set of case studies demonstrating the value of Codex standards and how this can contribute to advocacy; fundraising; Codex capacity building being carried out. Reports of the Advisory Group can be accessed at <http://www.who.int/foodsafety/publications/codex/CTFKeyDocuments/en/>.
- Steering Committee meetings. Summary notes can be accessed at <http://www.who.int/foodsafety/publications/codex/CTFKeyDocuments/en/index1.html>

Results of fundraising efforts in 2018

The annual donor meeting held at CAC41 provided past, present and potential donors with an update on the liquidity forecast and provided an opportunity for exchange on future contributions. A facilitated interactive exercise was run to get feedback from donor countries on the impacts they expect to see from CTF-supported projects in countries. In terms of longer term outcomes and impacts, donor would like to see:

1. A political base for support to Codex in countries.
2. Countries actively participating in Codex and bringing forward the needs of their country.
3. Strong, solid and sustainable national Codex structures that show that a country can participate fully and effectively in Codex at all levels without donor support.

Donors also highlighted outputs from the Codex Trust Fund and from country projects that would be helpful in securing support for CTF:

1. Case studies on the projects from inception to impact.
2. Monitoring and evaluation on what is similar between projects
3. Videos that can be used to increase interest and provide evidence that contributions to CTF are well spent.

4. Perspectives from countries on using Codex and how this has allowed them to access markets.

A few recommendations from the fundraising consultancy carried out in 2017 were implemented in 2018. Perhaps most importantly was that the CTF Administrator followed a 9-month on-line course in fundraising offered by the Institute of Fundraising in the United Kingdom. The knowledge gained from this course allowed the Administrator to draw up a fundraising plan for the period March 2018 to December 2019. This plan provided the strategy and roadmap for fundraising activities in the Codex Trust Fund and has resulted in more contacts, renewed and larger contributions from past donors and new contributions. One example of this is the contribution of NOK 3,000,000 received from Norway in December 2018 after a gap in funding to CTF from Norway of several years.

FAO, WHO and Codex Secretariat management and technical officers continue to be fully engaged in ensuring the optimal management and operation of CTF2. Many in-kind resources are made available to the Codex Trust Fund from each of the three entities. Technical support to and project management of CTF-supported countries is ensured by FAO and WHO officers at headquarters and regional level and constitutes resource inputs including staff time and travel. FAO, WHO and Codex Secretariat officers spend considerable time providing input to all CTF governance structures. The Codex Secretariat provides resources to cover interpretation costs at meetings of the Advisory Group and translation costs for some CTF documents. The communications team in the Codex Secretariat provides input for CTF communication materials.

While it would be difficult to quantify, all these human, technical and financial resources add value to the Codex Trust Fund and help multiply the impacts that can be achieved with donor inputs. They ensure that CTF work is fully embedded within and supporting Codex and wider food safety work that is being undertaken FAO and WHO, and they ensure that CTF is aligned with and contributing to the achievement of the Codex strategic plan.

Communicating on the Codex Trust Fund

Given the few resources (human and financial) available for communication activities, the Codex Trust Fund concentrates its communications activities using the Codex Trust Fund website.

The Codex Trust Fund continues to use different communications tools to: highlight activities in CTF-supported countries; make closer connections with work of the Codex Secretariat in advocating for and promoting Codex work; increasing donor visibility; involving stakeholders in the work of the Codex Trust Fund.

- The Codex Trust Fund website was reworked and updated prior to CAC41. Notable additions to the CTF website included:
 - The launch of the CTF Community website which was established to serve as a platform where CTF-supported countries can share knowledge, tips, experiences and materials developed at at strengthening engagement in Codex activities at national, regional and global levels. All Codex member countries are encouraged to sign up for the CTF Community website at <https://workspace.who.int/sites/CodexTrustFund/Community/SitePages/Welcome.aspx>.
 - The Community Library where CTF-supported countries and the CTF Secretariat can upload documents and materials produced in project countries. The aim of the library is to share these documents and materials as widely as possible with Codex members for inspiration and for adaptation and use in their own countries (CTF community).
- The CTF Secretariat produced the first Country Support Project Report for CAC41 detailing activities carried out, lessons learned and linkages in Round 1 countries (2017 country project report). Feedback on the report from Codex member countries was very positive and CTF donors highlighted the usefulness in fundraising discussions. A second edition is being produced for CAC42.

C. MONITORING AND EVALUATION

As reported in the 3rd Progress Report, the draft monitoring and evaluation (M&E) framework for CTF2 was discussed by the Steering Committee at its 26th meeting on 7 May 2018. The Codex Trust Fund continues to monitor the medium-term impacts of the supported provided by CTF1 and this is reported on in the Codex Trust Fund Monitoring and Evaluation Report (CX/CAC 19/42/17 Add.2). Data and information on relevant output indicators from the M&E framework for CTF2 were gathered in 2018 and are also reported on the CTF Monitoring and Evaluation Report.

The M&E framework will remain a living document that can be revised and updated as the Codex Trust Fund moves forward to ensure that it captures the essential outputs, outcomes and expected impacts of the programme.

D. FOOD CONSUMPTION SURVEY PROJECT FINAL REPORT (Initiated under CTF1)

The project to increase and harmonize individual food consumption data for exposure assessment in selected ASEAN countries in the Codex Asian region was successfully completed in the first half of 2018.

In the period January 2016-June 2018 the project achieved the following:

- Food consumption survey in Lao PDR:
Data collection was performed nationwide including the 3 regions of Lao, 6 provinces, and 12 districts. The total sample size was set at 2016 respondents and took into consideration the need to capture the variability of diets among the subjects according to the different agro- ecological zones, urban and rural areas, and the two seasons of the year. The sample size was divided between the raining season (n=1008 respondents) and the dry season (n=1008 respondents). The sample for each age group was stratified by sex to equally represent females and males. The results of this survey are now made available on the FAO/WHO GIFT^[1] and FAO/WHO CIFOSS^[2] platforms.

Infants aged between 3-11 months mostly consume milk and milk products. This consumption of milk is decreasing when children are growing with 259, 88 and 31 g/day at respectively 1-3, 3-5 and 6-14 years old. In parallel, we observe the growing importance of cereals with 200, 407 and 526 g/day at respectively 1-3, 3-5 and 6-14 years old. Cereals are the most consumed food group in adults with a mean consumption of 530 g/day.

Meat consumption is also increasing with age with respectively 10, 43, 63, 115 and 152 g/day at respectively 3-11 months, 1-3 years, 3-5 years, 6-15 years old and in adults. Pork meat represents 50% of all the different types of meat consumed. Fruit have a modest contribution to total food consumption in children (46 g/day), adolescents (57 g/day) and adults (72 g/day).

Plain water is the most frequently consumed beverage (97.2%) and most of the population drinks it at least six times a day (assuming an intake of 274.74 g/each time). Other frequently consumed beverages, in descending order, are soymilk, coffee, and orange flavoured water. Soft drinks are not one of the most highly consumed beverages.

- Regional harmonization of food consumption data:
In 2018 continues technical support was provided to countries to map their food classification with FoodEx2. Agreement to share food consumption data was obtained from Indonesia, Lao PDR, Malaysia, Philippines and Vietnam. ASEAN remaining in the building steps toward the development of a harmonized region at regulatory but also trade levels, challenges beyond technical aspects

[1] GIFT: [HTTP://WWW.FAO.ORG/GIFT-INDIVIDUAL-FOOD-CONSUMPTION/EN/](http://www.fao.org/gift-individual-food-consumption/en/)

[2] CIFOSS: [HTTP://APPS.WHO.INT/PESTICIDE-RESIDUES-JMPR-DATABASE/DASHBOARD](http://apps.who.int/pesticide-residues-jmpr-database/dashboard)

were faced, especially on the commitment, expertise and availability of each relevant actor to lead the harmonization in each country. There is a clear need of regional lead to harmonized Food Consumption data which will be hopefully taken by ARAC and the most advanced countries on Food Consumption data collection and analysis.

E. FINANCIAL REPORTING

This section gives information on the income and expenditure in 2018. Separate financial information is provided on the food consumption survey project as income and expenditure for this specific project is managed separately from other funding for the activities of CTF2. Staff cost and administrative costs associated with the CTF Secretariat are common to both and appear under the overall CTF2 financial reporting.

- **CTF2 income and expenditure 2018**

To provide a complete financial picture, this section gives financial information on:

- Funding carried over at the end of December 2017;
- Contributions received in 2018;
- Expenditures on CTF2 in 2018;
- Expenditures on the Food Consumption Survey.

On 1 January 2018 there was a positive balance of US\$ 1,024,579 which was carried over from 2017. During the period January – December 2018, a total of US\$ 2,300,849 was received as contributions from seven-member countries and the European Union (see Table 1)

Canada	81,037
European Union	249,737
Germany	174,848
Ireland	597,372
Japan	146,643
Malaysia	10,000
Netherlands	424,628
New Zealand	16,892
Norway	349,692
United States	250,000
Total	2,300,849

Expenditure recorded from Codex Trust Fund for the same period from 1 January – 31 December 2018 totalled US\$ 740,200 including Programme Support Costs (PSC). A breakdown of expenditure into budget categories appears in Table 2 below.

Support to countries	223,244
Project Administration	624
Staff Cost	431,177
Programme support cost (PSC)	85,155
Total (including PSC)	740,200

2018 was the third year of existence of the new FAO/WHO Codex Trust Fund (CTF2) and is still in a learning phase as the programme gains momentum. Delays in project implementation in Round 1 countries, and the time it took for Round 2 countries to finalize summary project documents and begin implementation are behind the low levels of expenditure on support to countries. Measures that are being taken to address these issues have been highlighted above. Staff costs are fixed as the CTF Secretariat continues to run with one technical staff and one administrative staff.

- **Food consumption survey project income and expenditures 2018**

In December 2015, an agreement was signed with the European Commission to provide funding for the food consumption survey for a total contribution of EUR 350,000 (US\$ 384,615). Total project expenditures as at 30 October 2018 were US\$ 437,693 (including PSC).

Annex 1 - List of eligible countries

105 eligible countries, subject to change with new Codex members or change in status of countries currently eligible, includes all countries with low & medium HDI, other low or middle-income SIDS and LLDCs with high HDI, LDCs & LICs are indicated in **bold font**

Codex region					
Africa (48)	Asia (16)	Europe (9)	Latin American & Caribbean (17)	Near East (5)	South-West Pacific (10)
Angola, Benin , Botswana, Burkina Faso, Burundi, Cabo Verde , Cameroon, Central African Republic, Chad, Comoros , Congo, Côte d'Ivoire, DR Congo, Djibouti, Eritrea , Eswatini, Ethiopia, Equatorial Guinea , Gabon, Gambia, Ghana, Guinea, Guinea-Bissau , Kenya, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania , Mauritius, Morocco, Mozambique , Namibia, Niger, Nigeria, Rwanda, Sao Tome and Principe, Senegal, Sierra Leone, Somalia , South Africa, South Sudan, Togo, Uganda, United Rep. of Tanzania, Zambia, Zimbabwe	Afghanistan, Bangladesh, Bhutan, Cambodia, DPR Korea, India , Indonesia, Lao PDR , Maldives, Mongolia, Myanmar, Nepal, Timor-Leste , Viet Nam	Armenia, Azerbaijan, Kazakhstan, Kyrgyzstan, North Macedonia , Republic of Moldova, Tajikistan , Turkmenistan, Uzbekistan	Belize, Bolivia, Cuba, Dominica, Dominican Rep., El Salvador, Grenada, Guatemala, Guyana, Haiti, Honduras , Jamaica, Nicaragua, Paraguay, Saint Lucia, Saint Vincent & the Grenadines, Suriname	Egypt, Iraq, Sudan, Syrian Arab Rep., Yemen	Cook Islands, Fiji, Kiribati , Micronesia (FS of), Nauru, Papua New Guinea, Samoa, Solomon Islands , Tonga, Vanuatu

Abbreviations:

LDC – least developed country
 HDI – human development index
 LIC – low income country
 SIDS – small island developing state
 LLDC – landlocked developing country

Sources of information:

https://www.un.org/development/desa/dpad/wp-content/uploads/sites/45/publication/ldc_list.pdf
http://hdr.undp.org/sites/default/files/2016_human_development_report.pdf
<http://data.worldbank.org/about/country-and-lending-groups>
<http://unohrrls.org/about-sids/country-profiles/>
<http://unohrrls.org/about-lllcs/country-profiles/>

Annex 2

Information on the third application round

The third round of applications opened on 15 August 2018 with 105 countries eligible to apply. The deadline for submission of applications in the on-line system was 30 November 2018.

The application process consists of the following steps:

- Applications submitted in on-line system
- Pre-screened by CTF Secretariat according to criteria
- Sent to FAO/WHO Regional Officers for comment
- Assessed by Technical Review Group according to criteria
- Recommendations of TRG sent to Steering Committee
- Deliberation and final decision by SC
- Countries notified of decision by SC

In the second application round, 30 applications were received, including two group applications, from all Codex regions. 28 applications met the pre-screening criteria which are as follows:

- Application submitted on time
- Application submitted by official CCP in country or in lead country (for group applications)
- All contact information for submitting CCP given
- Fully completed and signed application form uploaded
- Fully completed action plan uploaded
- Fully completed budget uploaded
- Summary tables 5.1 and 5.2 from Diagnostic Tool uploaded

Two applications did not meet the pre-screening criteria as additional documents required were not submitted in the on-line system.

The regional breakdown of completed applications was as follows:

- 12 from Codex African region
- 6 from Codex Asian region (including one group application)
- 2 from Codex European region
- 5 from Codex Latin American and Caribbean region
- 3 from Codex Near East region
- 3 from Codex Southwest Pacific region.

28 individual country applications and two group applications were sent to FAO/WHO regional food safety officers for comment. A consultant/expert is carrying out an initial assessment of all applications received, and this will be made available to the Technical Review Group. Applications are assessed according to the following criteria:

- Evidence of intersectoral collaboration in the preparation of the application;
- Use of the results from the Codex Diagnosis Tool for project design and rationale;
- Clear project goals;
- Clear, measurable and relevant project outputs that are adequate for achieving project goals;
- Clear, specific, achievable, relevant project activities that are adequate for achieving outputs;
- Clear indication of timelines and responsibility for delivery of activities;
- Identification of how sustainability of outcomes will be ensured after the end of project support;
- Realistic and acceptable budget that is commensurate with project action plan;
- Assessment of the overall quality of the proposal.

Recommendations of the TRG were sent to the Steering Committee for deliberation.