

# The Codex Online Commenting System (OCS)

<https://ocs.codexalimentarius.org/>

# Why do we need an OCS?

## Mission and benefits



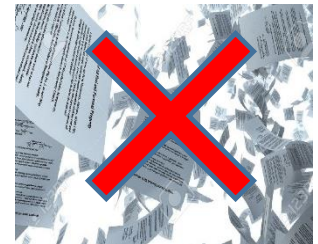
URL: <https://ocs.codexalimentarius.org/>

### OCS mission

To provide a simple, efficient, user-friendly online system to insert, share, and compile comments on documents.

### OCS benefits

- Easy to use and access, compatible with main browsers and devices
- Confidential and safe
- Implementing a standard commenting format
- Quicker and more accurate compilation process



# OCS user types and roles

- **Review Owner:** Codex Secretariat (OCS role: Admin-Author).
- **CCP:** Codex Contact Point (OCS role for members: Admin-Author; OCS role for observers: Author).
- **Deputy** (optional): user delegated by CCP to perform all actions but user creation and final publishing (OCS role: Author).
- **Reviewer** (optional): all other users, able to insert comments in the system within a workgroup if invited.

	Codex Secretariat (Review Owner)	Users
Participants	CCP (Admin Author) Deputy (Author) Reviewer	

- **Participants** (to a review): CCP, Deputy, Reviewer.
- **User:** everyone holding an OCS account, including the Review Owner.

# OCS homepage


**CODEX ALIMENTARIUS - OCS**EnglishEspañolFrançais?

**Welcome to the Codex Alimentarius Online Comment System (OCS)!**

The **Codex OCS resource page** is available [here](#). The **PleaseReview Help page** is available [here](#).

☐ Remember me [Reset Password](#)

**Codex Alimentarius Online Comment System. Contact Us: [Codex-OCS@fao.org](mailto:Codex-OCS@fao.org)**



# Codex workgroup

**CODEX ALIMENTARIUS - OCS**

Logged in as: **Test country15 Contact Point** in Workgroup **Codex**

**Visual Indicator of your current views**

**Check boxes to filter your reviews**

**Link to Control Panel**

**Link to Enter the Review**

My status is ☐ Not started ☒ In progress ☒ Completed

Include: ☒ Closed reviews ☒ All workgroups

DUE DATE	TITLE	OWNER	REVIEW STATUS	MY STATUS	DETAILS	REVIEW
1 Oct 2019 23:45	Test review in Rome	Codex Alimentarius Secretariat	Overdue	In Progress	Select	Enter
18 Jul 2019 11:00	Test Review in Geneva	Codex Alimentarius Sec	In Progress	Select	Enter	

# Country workgroups

**CODEX ALIMENTARIUS - OCS**

Logged in as: **Codex Alimentarius Secretariat** in Workgroup **Codex**

**Admin** | **Review**

**review**

- new review
- my reviews
- flight mode

**distribution lists**

- manage lists

**my reviews**

REVIEWS I'M IN | REVIEWS I OWN | SEARCH FOR REVIEWS | RECYCLE BIN

Review status is ☒ Not started ☒ In progress ☒ Closed ☒ Completed

[refresh](#)

DUE DATE	REVIEW TITLE	STATUS	DETAILS	REVIEW
20 Dec 2019 23:45	test1	Overdue	<a href="#">Select</a>	<a href="#">Enter</a>
8 Dec 2019 23:45	Test for Codex Webinar - Australia 2	Overdue	<a href="#">Select</a>	<a href="#">Enter</a>
25 Nov 2019 23:45	Test for Codex Workshop CCNE10	Completed	<a href="#">Select</a>	<a href="#">Enter</a>

**Workgroup indicator**

# Managing users in country workgroups

1

**CODEX ALIMENTARIUS - OCS**

Logged in as: **Codex Alimentarius Secretariat** in Workgroup **Codex**

**Admin** **Review**

**admin**

**users**

workgroup management

user report

license report

user administration

Find user

☐ Display users who are not enabled

If the user is already known to the system, locate them by entering part of either their username, email address or full name and pressing "go". This will bring back users starting with the value you entered.

If you want to search for users containing certain characters, use \* as a wildcard. for instance, entering **\*jones** will return users ending in **jones**; entering **\*jones\*** will bring back all users containing **jones**.

If the user is new to the system, click 'add new user'.

2

user management

Editing Workgroup » Test-Country16

current members of the Workgroup: Codex » Test-Country16

FULL NAME ↕	EMAIL ADDRESS	WORKGROUP ROLE		
Codex Alimentarius Secretariat	Codex-OCS@fao.org	Admin Only	<a href="#">Edit</a>	<a href="#">Remove</a>
Test country12 Contact Point	test-ccp12@ideagen.com	Author	<a href="#">Edit</a>	<a href="#">Remove</a>

3

USER EMAIL ADDRESS

USERNAME

IS USER ENABLED? ☒

USER FULL NAME

HOME WORKGROUP

USER ROLE IN WORKGROUP TEST-COUNTRY16  ☐ Monitor ☐ Delegator

LANGUAGE

USER TYPE

MAXIMUM ROLE

Only change this field if you wish to limit the maximum role a Workgroup Administrator can set for this user. This option is not applicable for most installations.

NOTES

NEW PASSWORD

CONFIRM PASSWORD

# Creating a sub-review (1)

## Starting screen

review control panel - Test review in Rome

Test review in Rome (id 247)

REVIEW STATUS Overdue (Due: 1 Oct 2019 23:45; Started: 3 Jun 2019 12:48)

participants

NAME	STATUS	ROLE	SUMMARY	CC
Test country15 Contact Point	In Progress	Reviewer		5

your comments

DOCUMENT	OPEN	ACCEPTED	MERGED	CLOSED	WITHDRAWN
CL 2018_75-AMR-GL_e.docx	5	0	0	0	0
CL 2018_75-AMR-GL_f.docx	0	0	0	0	0
CL 2018_75-AMR-GL_s.docx	0	0	0	0	0

Create Sub-Review

Status Download copy Delegate Copy Emails

View Report Enter Review Back

1

new review step 1: specify review details

You are now in another workgroup with Author role

TITLE Test review in Rome [Sub-review]

DESCRIPTION

REVIEW TYPE Default

date : 30 Sep 2019

time : 23 45

END DATE

Next

2

new review step 2: upload documents

documents already attached to this review:

TITLE	TYPE
No Documents currently attached	

Drag your document(s) onto this box to upload or click here for the upload dialog

Advanced Options

Next



3

# Creating a sub-review (2)

new review step 3: specify participants

add new participants

Show members

Reviewer:

Add roles:

Add

participants already included on this review:

NAME	EMAIL	ROLE	DETAILS	PARTICIPANT
Test country15 Contact Point	test-ccp15@ideagen.com	Owner	<a href="#">Edit</a>	<a href="#">Remove</a>

[Change workgroup](#)

[Manage distribution lists](#)

[Add users](#)

[Previous](#)

[Next](#)

4

new review step 4 : review options

REVIEW OPTIONS

EMAIL OPTIONS

SUBTEAMS

offline settings

Allow reviewers to download a copy of the document

☒

Allow reviewers to review documents offline

☒

independent review

Reviewers do not see each others comments. Authors see all comments

☒

allow proposed changes

Allow proposed changes in review

☒

allow sub-review

Allow review participants to create a sub-review from this review

☒

delegation

Allow review participants to delegate?

☒

mandatory categorization

Force review participants to select a comment category

☐

auto-update accepted changes

automatically update with accepted changes from the master review

☒

[Previous](#)

[Next](#)

5

new review step 5: verify details and start review or put it on hold

review details

[Edit](#)

TITLE	Test review in Rome [Sub-review]5486
DESCRIPTION	
STATUS	Not Started
END DATE	28 Feb 2020 23:45

participants

[Edit](#)

NAME	EMAIL	ROLE
Test country15 Contact Point	test-ccp15@ideagen.com	Owner

documents

[Edit](#)

FILE NAME	TITLE	TYPE	PREPARATION	
Feedback Document.docx	Feedback Document.docx	ref	Successful	<a href="#">Preview</a>

[Delete Review](#)

[Review Options](#)

[Put Review on Hold](#)

[Start Review](#)

CODEX ALIMENTARIUS



Food and Agriculture  
Organization of the  
United Nations



World Health  
Organization

# Entering a review

**CODEx ALIMENTARIUS - OCS**

Logged in as: **Test country15 Contact Point in Workgroup** » Test-Country15

**Admin** | **Review**

**review**

- new review
- my reviews
- flight mode

**distribution lists**

- manage lists

**my reviews**

REVIEWS I'M IN (2) | REVIEWS I OWN | SEARCH FOR REVIEWS | RECYCLE BIN

My status is ☐ Not started ☒ In progress ☒ Completed

Include: ☒ Closed reviews ☒ All workgroups

refresh

DUE DATE	TITLE	OWNER	REVIEW STATUS	MY STATUS	DETAILS	ENTER
1 Oct 2019 23:45	Test review in Rome	Codex Alimentarius Secretariat	Overdue	In Progress	Select	Enter
18 Jul 2019 11:00	Test Review in Geneva	Codex Alimentarius Secretariat	Overdue	In Progress	Select	Enter

printable view

# Commenting page

The screenshot shows the Codex Alimentarius commenting page interface. It features a top navigation bar with icons for menu, search, and document management, along with a user profile and session information (112 Days, 13 Hours). The main content area is divided into three sections:

- Navigation pane:** Located on the left, it displays a list of documents under the 'Contents' tab. The selected document is 'CL 2018\_75-AMR-GL\_e.docx'. Below the list, it states 'Document has no table of contents'.
- Review pane:** The central area displays the document content. It includes a text block about incorporating new scientific knowledge into monitoring and surveillance programs. Below the text is a comment input field labeled 'Enter your comment here...' and a dropdown menu for selecting a comment category. The 'TECHNICAL' category is currently selected, and its dropdown menu is open, showing options: EDITORIAL, SUBSTANTIVE, TECHNICAL (highlighted), and TRANSLATION. Buttons for 'Apply' and 'Cancel' are also present.
- Comment boxes:** Located on the right, it displays a list of comments. Each comment entry includes a status icon (P for Pending, C for Closed), the comment text, the date and time, the user, and the comment ID. The first comment is from 'Test country14 C...' on 11 Jun 2019 at 11:17, with ID #29, and is categorized as 'SUBSTANTIVE'. The second and third comments are from the same user on 5 Jun 2019 at 15:41, with IDs #20 and #17, and are categorized as 'TECHNICAL'. The third comment includes the text 'CXG was changed from CAC/GL'.

# Applying comments

General Comment

EDITORIAL

Apply Cancel

PROPOSED DRAFT OF FOODBORNE ANTIMICROBIAL RESISTANCE

1. Introduction and purpose of the Guidelines

World-wide recognition of the importance of antimicrobial resistance (AMR) as a public health threat has led to strong international calls for all countries to develop and implement national strategies and action plans that incorporate an integrated approach to risk management. The political declaration adopted during the High-Level Meeting on Antimicrobial Resistance at the General Assembly of the United Nations in 2015 committed member countries to developing multi-sectoral national action plans that involve all stakeholders within a "One Health" approach and to improving national systems of monitoring and surveillance of AMR and antimicrobial use (AMU).

For the purpose of these guidelines, "monitoring of AMR and AMU" is the systematic, continuous or repeated, measurement, collection, collation, validation, analysis and interpretation of AMR and AMU related data in defined populations when these activities are not associated with a pre-defined risk mitigation plan or activity. "Surveillance of AMR and AMU" refers to the same activities when these are associated with a pre-defined risk mitigation plan or activity.

An integrated monitoring and surveillance system includes the coordinated and systematic collection of samples at appropriated stages along the food chain and the testing, analysis and reporting of AMR and AMU, including the alignment and harmonization of sampling, testing, analysis and reporting methodologies and practices and the integrated analysis of relevant epidemiological information from in humans, animals, foods, crops and environment to the greatest extent practical.

Enter your comment here...

EDITORIAL

Apply Cancel

EDITORIAL

SUBSTANTIVE

TECHNICAL

TRANSLATION

Test country15 C... 5 Jun 2019 15:56 #27

Category: TECHNICAL

This document is generally acceptable except that there are some text changes that would like to make.

Paragraph has accepted changes

Test country15 C... 5 Jun 2019 15:39 #11

Category: TECHNICAL

Include monitoring of animals, plants and environment

Test country15 C... 5 Jun 2019 15:44 #25

Category: TECHNICAL

shall

Overdue

# Comments received during in-country reviews

The screenshot displays the Codex Alimentarius comment management interface. On the left, a sidebar shows a list of documents, including 'CL 2018\_75-AMR-GL\_e.docx'. The main content area shows a document titled 'CL 2018\_75-AMR-GL\_e.docx' with a comment thread. The comment thread includes a comment from 'Codex Alimentari...' dated 5 Jun 2019 15:03, categorized as 'TECHNICAL'. The comment text is 'Test country1 contact point'. Below the comment, there is a dropdown menu with options: 'Reply', 'Show Paragraph History', 'Accept', 'Accept with reason', 'Close', and 'Close with reason'. The interface also features a search bar, a filter button, and a status indicator 'Overdue'.

# Publishing comments (for in-country reviews)

13 Days 12 Hours

Contents

- CL 2018\_75-AMR-GL\_e.docx
- Document has no table of contents
- CL 2018\_75-AMR-GL\_f.docx
- CL 2018\_75-AMR-GL\_s.docx

## PROPOSED DRAFT GUIDELINES FOR THE INTEGRATED MONITORING AND SURVEILLANCE OF FOODBORNE ANTIMICROBIAL RESISTANCE

### 1. Introduction and purpose of the Guidelines

World-wide recognition of the importance of antimicrobial resistance (AMR) as a public health threat has led to strong international calls for all countries to develop and implement national strategies and action plans that incorporate an integrated approach to risk management. The political declaration adopted during the High-Level Meeting on Antimicrobial Resistance at the General Assembly of the United Nations in 2016 committed member countries to developing multi-sectoral national action plans that involve all stakeholders within a "One Health" approach and to improving national systems of monitoring and surveillance of AMR and antimicrobial use (AMU).

Enter your comment here...

EDITORIAL Apply Apply+Accept Cancel



# Reports

T Comment		T Comment	S Author Comment
A		C Category : EDITORIAL Attachment : U.S. Comments on Draft Codex Std for Thyme at step 6.OCS-SEPT2016.final.docx (35) USA (29 Sep 2016 5:04 PM) Attachment	O
4	This Standard applies to dried leaves/ flowers of thyme ( <i>Thymus spp.</i> ) of the <i>Lamiaceae</i> family offered for industrial food production as a condiment and for direct human consumption or for repackaging if required. <del>It does not apply to the product when indicated as being intended for further processing. It does not apply to the product when indicated as being intended for further processing.</del>	P Category : SUBSTANTIVE (38) Brazil (30 Sep 2016 9:47 PM) Removal of square brackets - The rationale is Not to overrule trade of Thyme in bulk for further processing with provisions established for ready to eat products, we would like to propose to limit the scope of the standard and to clearly state that it should not apply to products for further processing	
4	This Standard applies to dried leaves/ flowers of thyme ( <i>Thymus spp.</i> ) of the <i>Lamiaceae</i> family offered for industrial food production as a condiment and for direct human consumption or for repackaging if required. [It does not apply to the product when indicated as being intended for further processing.]	P Category : EDITORIAL (39) Brazil (30 Sep 2016 9:49 PM) Correct writing of "spp." (remove italics) - The correct inscription of the species acronym "spp." precludes the use of italics. The adoption of italics for spp. in taxonomy is considered a mistake.	
4	This Standard applies to dried leaves/ flowers of thyme ( <i>Thymus spp.</i> ) of the <i>Lamiaceae</i> family offered for industrial food production as a condiment and for direct human consumption or for repackaging if required. [It does not apply to the product when indicated as being intended for further processing.]	C Category : TECHNICAL (37) Chile (30 Sep 2016 5:26 PM) Regarding the sentence [It does not apply to the product when indicated as being intended for further processing.], the concept of "further processing" is not clear neither its implications. Therefore, it would be useful to define this concept, in order to better determine the scope of this standard	
4	This Standard applies to dried leaves/ flowers of thyme ( <i>Thymus spp.</i> ) of the <i>Lamiaceae</i> family offered for industrial food production as a <del>condiment-culinary herb</del> and for <del>direct human consumption or for repackaging if required. It does not apply to the product when indicated as being intended for further processing. It excludes Thyme intended for industrial processing.</del>	P Category : TECHNICAL (36) India (30 Sep 2016 11:08 AM) 1. The word : "condiment" has a broader definition, while the scope of CCSC is for "Culinary herbs". 2. Since the standard is being developed for Codex, no specific wording like "human" is required. 3. The scope of the standard does not apply for the products when indicated as being intended for further processing, hence the statement is not appropriate	
4	This Standard applies to dried leaves/ flowers of thyme ( <i>Thymus spp.</i> ) of the <i>Lamiaceae</i> family offered for industrial food production as a condiment and for direct human consumption or for repackaging if required. [It does not apply to the product when indicated as being intended for further processing.]	C Category : EDITORIAL (31) IOSTA (28 Sep 2016 8:23 PM) There is a difference of opinion with European Spice Association suggesting 0.5% for processed material is too high and	

B		DRAFT STANDARD FOR DRIED THYME (at Step 6 of the Procedure)
SCOPE		[This Standard applies to dried leaves/ flowers of thyme ( <i>Thymus spp.</i> ) of the <i>Lamiaceae</i> family offered for industrial food production as a condiment and for direct human consumption or for repackaging if required. <del>It does not apply to the product when indicated as being intended for further processing. It does not apply to the product when indicated as being intended for further processing.</del>
DESCRIPTION		
2.1 Product Definition		Dried thyme is the product prepared from leaves/ flowers of <i>Thymus spp.</i> processed in an appropriate manner, undergoing operations such as cleaning, drying, rubbing, milling and sifting.
2.2 Styles		Dried thyme leaves/ flowers may be offered in one of the following styles: a) Whole / intact. b) Crushed/rubbed: processed into varying degrees ranging from a coarse to fine crush. c) Ground/powdered: processed into powders.
2.3 Varietal Types		All wild species and varieties or cultivars and hybrids belonging to the genus <i>Thymus</i> , which are suitable for processing.
3 ESSENTIAL COMPOSITION AND QUALITY FACTORS		
3.1 Composition		Product as defined in Section 2.
3.2 Quality Factors		
3.2.1 Odour, flavour and colour		Dried thyme shall have a characteristic odour and flavour according to the chemical components of the volatile oil (such as thymol, carvacrol, and linalool), which can vary depending on geo-climatic factors/conditions. Dried thyme shall be free from any foreign odour or flavour and especially from mustiness. Dried thyme shall have a characteristic colour varying from green ash to brownish grey.
3.2.2 Infestation		Dried thyme shall be free from live insects and practically free from insects, dead insects, insect fragments and rodent contamination visible to the naked eye (corrected, if necessary, for abnormal vision).
3.2.3 Physical Characteristics		Dried thyme shall comply with the physical requirements specified in Table 1, excluding ground/powdered style.

- USA**  
General comment (35) by USA (29 Sep 2016 5:04 PM)  
Attachment: U.S. Comments on Draft Codex Std for Thyme at step 6.OCS-SEPT2016.final.docx  
Attachment
- Brazil**  
Proposed Change (39) by Brazil (30 Sep 2016 9:49 PM)  
Correct writing of "spp." (remove italics) - The correct inscription of the species acronym "spp." precludes the use of
- Chile**  
Comment (37) by Chile (30 Sep 2016 5:26 PM)  
Regarding the sentence [It does not apply to the product when indicated as being intended for further processing.], the concept of "further processing" is not clear, neither its"
- IOSTA**  
Comment (31) by IOSTA (28 Sep 2016 8:23 PM)  
There is a difference of opinion with European Spice Association suggesting 0.5% for processed material is too "
- IOSTA**  
Comment (30) by IOSTA (28 Sep 2016 8:20 PM)  
Thymus spp. is too broad. Two recommendations:  
1. *Thymus vulgaris* (as described in ISO 6754)
- Egypt**  
Comment (2) by Egypt (15 Aug 2016 12:48 PM)  
Keep the sentence [It does not apply to the product when indicated as being intended for further processing.]
- India**  
Proposed Change (36) by India (30 Sep 2016 11:08 AM)  
This Standard applies to dried leaves/ flowers of thyme (*Thymus spp.*) of the *Lamiaceae* family offered for industrial food production as a ~~condiment-culinary herb~~ and for ~~direct human consumption or for repackaging if required.~~
- Brazil**  
Proposed Change (38) by Brazil (30 Sep 2016 9:47 PM)  
Removal of square brackets - The rationale is Not to overrule trade of Thyme in bulk for further processing with provisions established for ready to eat products, we would like to "
- Brazil**  
Proposed Change (40) by Brazil (30 Sep 2016 9:50 PM)  
Correct writing of "spp." (remove italics) - The correct inscription of the species acronym "spp." precludes the use of
- Brazil**  
Proposed Change (40) by Brazil (30 Sep 2016 9:50 PM)  
Correct writing of "spp." (remove italics) - The correct inscription of the species acronym "spp." precludes the use of

# Contacts and resources

- **Contact:** [Codex-OCS@fao.org](mailto:Codex-OCS@fao.org)
- **OCS resource page**, with multilingual training material, short guide and FAQs:  
<http://www.fao.org/fao-who-codexalimentarius/ocs/en/>
- **Face-to-face** presentations and demos.
- **Webinars** (group or one-on-one) as requested.