



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



**World Health
Organization**

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Agenda Item 5

**CX/EXEC 13/68/5
English only**

**JOINT FAO/WHO FOOD STANDARDS PROGRAMME
EXECUTIVE COMMITTEE OF THE CODEX ALIMENTARIUS COMMISSION
Sixty-eighth Session
FAO Headquarters, Rome, Italy,
25 – 28 June 2013**

APPLICATIONS FOR OBSERVER STATUS IN CODEX

1. The Executive Committee is hereby **invited**, in accordance with Rule IX.6 of the Rules of Procedure and the *Principles Concerning the Participation of International Non-Governmental Organizations in the Work of the Codex Alimentarius Commission*, to provide advice regarding the applications for observer status from the international non-governmental organizations neither having status with FAO nor official relations with WHO, as included in the Annexes.
2. The representatives of the Legal Counsels of FAO and WHO will provide information at the session, on any further research that may be necessary concerning some of the applicants and any conditions to be included in case of acceptance e.g. for reason of double representation.
3. The Directors-General of FAO and WHO will decide whether the applicant organizations are to be granted observer status, taking into account all relevant information received from the applicant and the advice of the Executive Committee.
4. This document contains the following applications (the additional information referenced in some of the applications will be made available in CRDs at the session):

Annex	Name	Additional information
Annex 1	CULINARIA EUROPE	CRD1
Annex 2	IFFO (International Fishmeal and Fish Oil Organisation)	For information only as they indicate they have official relations with FAO and will thus be admitted immediately, subject to confirmation from FAO, CRD2
Annex 3	WPHNA (World Public Health Nutrition Association)	CRD3
Annex 4	HKI (Helen Keller International)	For information only as they have official relations with WHO and were thus admitted immediately
Annex 5	Consumer Goods Forum (CGI) - GFSI	CRD 4

ANNEX 1: CULINARIA EUROPE**Official name of the organisation:**

Culinaria Europe e.V.
Federation of Associations and Enterprises of Industrial Culinary Product Producers in Europe
Vereinigung der Verbände und Hersteller kulinarischer Lebensmittel in Europa
(see letter head as above)

Full postal address:

Reuterstraße 151, D – 53113 Bonn, Tel.: +49/228/21 00 95, Fax: +49/228/22 94 60
info@culinaria-europe.eu, www.culinaria-europe.eu
Avenue des Arts, 46, B – 1000 Brussels

Aims and subject fields: The association purposes to represent and promote the common general and technical interests as well as to contribute to the advancement and the fostering of professional expertise of the industrial producers of culinary products in Europe. The association was founded in The Hague on 8 October 2010. Constitution and Bye-Laws are **attached** (CRD 1 **annex 1 and 2**).

Member organisations: A list of all members (both associations and member companies) of Culinaria Europe is attached (CRD1 **annex 3**). None of the members has observer status.

Structure: The organs of the association are:

The Board

The General Assembly

The Committees (Vinegar Committee, Technical Commission) and Sub-Committees (HVP Working Group, Technical Vinegar Group)

Source of funding: membership contributions only

Meetings: The **Ordinary General Assembly** has to be summoned every year. Extraordinary General Assemblies have to be summoned on decision of the Board, upon application by at least 1/3 of the members.

The different product groups assembled in the association are represented in **committees**. The committees are independent in defining their work. Committees may also decide on joint meeting and cooperation between each other.

Relations with other international organisations: European Commission, FoodDrinkEurope, ESA European Spice Association, ECFE European Chilled Food Federation

Expected contribution to the Joint FAO/WHO Food Standard Programme:

Participate in meetings and committees held by the Codex Committee, providing exchange of information, submit proposals or amendments.

Past activities on behalf of, or in relation to, the Codex Alimentarius Commission and the Joint FAO/WHO Food Standards Programme: Codex Standard for Bouillons and Consommés, Codex Standard for Soy Sauce, Proposed Code of Practice for the Reduction of Chloropropanols during the Production of Acid-Hydrolysed Vegetable Proteins – AIIBP/FAIBP letter of 25 April 2006; Proposed Draft Amendment to the General Standard for the Labelling of Prepackaged Foods and the Guidelines on Nutrition Labelling (Trans Fatty Acids) – AIIBP/FAIBP letter of 6 June 2006; Codex Standard for 3-MCPD, contact: Tanja Akesson, The Netherlands, E-mail: t.z.j.akesson@minlnv.nl

Area of activity in which participation as an observer status is requested:

Participate in meetings and committees held by the Codex Committee, providing exchange of information, submit proposals or amendments.

Previous application for observer status with the Codex Alimentarius Commission: Application by AIIBP/FAIBP which had been granted (see Codex document CAC/32 INF 2 of June 2009, listed on page 2 of Annex I). Since Culinaria Europe has taken over all AIIBP/FAIBP activities, as well as the activities of former

FIC Europe (sauces, mustard, condiments, salads) and C.P.I.V. (vinegar), Culinaria Europe herewith applies for observer status at the Codex Alimentarius Commission.

Languages: English

Name, function and address of the person providing information: Dirk Radermacher, Secretary General of Culinaria Europe e.V., Reuterstraße 151, D – 53113 Bonn

Signature and date:

(Dirk Radermacher) Bonn, 8 February 2013
Secretary General

ANNEX 2: IFFO**(a) Official name of the organization in different languages (with acronym)**

English: IFFO Ltd (Trading name: International Fishmeal and Fish Oil Organisation)

Spanish: IFFO Ltd (La Organización Internacional de Harina y Aceite de pescado)

Chinese: IFFO Ltd (国际鱼粉鱼油协会)

(b) Postal address, phone, fax and Email, as well as website addresses as appropriate

Address (Head office): 2 College Yard, Lower Dagnall Street

St. Albans,

Hertfordshire

AL3 4PA

UK

Phone: +44 (0) 1727 842844

Fax: +44 (0) 1727 842866

e-mail: secretariat@iffo.net

Website: www.iffo.net

(c) Mandate of the organization and methods of operation (Enclose charter, constitution, by-laws, rules of procedures, etc.); Date of establishment

Please see attached document.

The IFFO Ltd (International Fishmeal and Fish Oil Organisation) is the international Not for Profit organisation that represents and promotes the fishmeal and fish oil industry worldwide. IFFO members in more than 40 countries account for around 60% of world production and 80% of the fishmeal and fish oil traded worldwide. IFFO has its headquarters in the UK and regional offices in Peru and China.

Reg in England and Wales, No. 4176176.

IFFO's goal is to act on behalf of the fishmeal and fish oil producers and their trade associates in order to strengthen the global standing of the fishmeal and fish oil industry. In so doing IFFO is a respected service partner, adding value to the global industry and ensuring it is better informed, more profitable and more sustainable. Our vision is to enhance human and livestock health and welfare via superior nutrition to the benefit of consumers worldwide.

In order to achieve these objectives, IFFO is responsible for:

- Providing up to date information on production of fishmeal and fish oil.
- Analysing and reporting on changes in market conditions and informing members of trade opportunities.
- Advising on processing techniques and quality control to maximise yields, minimise waste and maintain the high nutritional value of the raw fish material.
- Advising on environmental issues and defending the image of the pelagic fishing industry.
- Providing an information network for members including confidential advice from the Secretariat.
- Promoting the benefits of fishmeal and fish oil by means of an interactive web portal, speaking at international events, publishing articles in international trade press and liaising with users.
- Undertaking research to expand the use of fishmeal and fish oil in higher value markets.
- Fighting for trade liberalisation so that even more markets are available for fishmeal and fish oil sales with no unfair tariff or non-tariff barriers.
- Undertaking research to ensure the best possible use of valuable fish nutrients for the health and welfare of the consumer.

IFFO's core values include a commitment to:

- quality and best practice
- animal health, welfare and productivity
- human health and nutrition
- responsible management of feed grade fisheries

Date of establishment: The world organisation IFFO was created in 2001 by the merging of two organisations formed in 1959. These were the International Association of Fish Meal Manufacturers (IAFMM), later renamed the International Fishmeal and Oil Manufacturers Association (IFOMA) and the Fishmeal Exporters Organisation.

d) Member countries (name and address of the main contact points)

Dr Andrew Jackson

Technical Director

Address: 2 College Yard, Lower Dagnall Street
 St. Albans,
 Hertfordshire
 AL3 4PA
 UK

Phone: +44 (0) 1727 842844

Fax: +44 (0) 1727 842866

e-mail: ajackson@iffo.net

IFFO represents members (of which most are producers, national and regional associations, individual companies, consultants, analytical services and traders) from the following countries:

Argentina Faroe Islands Namibia

Australia France Norway

Belgium Germany Panama

Brazil Greece Peru

Canada Iceland South Africa

Chile India Spain

China Italy Thailand

Croatia Japan UK

Cyprus Korea United Arab Emirates

Denmark Mauritius Uruguay

Ecuador Mexico USA

(e) Structure (assembly or conference; council or other form of governing body; type of general secretariat; sub-commissions on special topics etc.)

The activities of IFFO are governed by a Board of Directors with 12 representatives from Producer Members of which three are from Peru, three from Chile, three from Scandinavia, one from USA and two from the rest of the producing countries. A President and Vice-President are elected from the 12 representatives.

The Secretariat consists of the Director General, Technical Director and Operations Director supported by Administrative Staff.

(f) Meetings (indicate frequency and average attendance; send report of previous meeting, including any resolutions passed) that are concerned with matters covering all or part of the Commission's field of activity

IFFO host a yearly conference held for four day in October/November at a different venue with an average attendance of 350 delegates. It is the world's only conference dedicated to the fishmeal and fish oil industry and its value chain partners. The conference consists of the **Market Forum** where IFFO has the objective of making available to its Members information on the markets for oil and meal which allow Members to adapt their marketing strategies according to the realities of the marketplace.

At the **Technical Meetings** the objective is to allow its Members to exchange information on all matters of a scientific and technical nature concerning fishmeal and fish oil. The participants examine the development of the markets from the point of view of animal and human nutrition and responds to requests from Members for particular advice on scientific and technical questions. It also promotes the benefits of fish meal and oil and advises on technical issues related to trade barriers.

In addition to the annual conference IFFO organises a smaller and more private version of the annual conference every April, rotating between Miami and a city in Europe. The meeting lasts two days and is strictly restricted to members.

(g) Relations with other international organizations (FAO, WHO, other UN organizations or other) (Indicate name of organization and type of relation)

IFFO has specialised consultative status with FAO and has a special advisory role with the World Bank, the EU Commission and the International Standards Organisation. IFFO also regularly attends the FAO Committee of Fisheries (COFI) meetings as an observer and contributor.

(h) Expected contribution to the Joint FAO/WHO Food Standards Programme

IFFO intends to provide technical knowledge gathered from years of experience in the industry. IFFO will also contribute valuable information that is provided by its international members on quality and identity of all matters concerning fish oil. Similarly IFFO would want to express the views and knowledge of their members at the Codex Committee on Fish and Fishery Products.

(i) Past activities on behalf of, or in relation to, the Codex Alimentarius Commission and the Joint FAO/WHO Food Standards Programme

The Codex FAO/WHO Standards Programme invited the then IFOMA (now IFFO) to be an observer on the Codex Task Force on Animal Feeding at its meeting in Copenhagen 13-15 June 2000 and following meetings, of which there were a number.

However, IFFO's relationship with Codex goes back well before this but on fish oil. In the mid 1970s IAFMM (now IFFO) participated for the first time in the meeting of Codex Committee on Oils and Fats held in Church House, London. This and some of the following meetings led to the formation of an Expert Group on C22 monoenes, which met in Rome. IAFMM had a significant input in suggesting names for this Expert Group.

(j) Area of activity in which participation as an observer is requested (Commission and/or Subsidiary Bodies).

Codex Committee on Fats and Oils
Codex Committee on Fish and Fishery Products
Codex Task Force on Animal Feeding

(k) Language of correspondence

English

(l) Name, Function and address of the person providing the information

Dr Andrew Jackson
Technical Director
Address: 2 College Yard, Lower Dagnall Street
St. Albans,
Hertfordshire
AL3 4PA
UK

Phone: +44 (0) 1727 842844

Fax: +44 (0) 1727 842866

e-mail: ajackson@iffo.net

(m) Signature and date

21 January 2013

ANNEX 3: WPHNA**(a) Official name of the organization in different languages (with acronym)**

World Public Health Nutrition Association (WPHNA- The Association)

(b) Postal address, phone, fax and Email, as well as website addresses as appropriate

IDS Building, Southampton General Hospital, Tremona Road, Southampton SO16 6YD

00442380794776; 00442380795102; B.M.Margetts@soton.ac.uk

www.wphna.org

(c) Mandate of the organization and methods of operation (Enclose charter, constitution, by-laws, rules of procedures, etc.); Date of establishment

See attached document; Established 13 June 2007

(d) Member countries (name and address of the main contact points)

The Association is an individual member organisation with members from over 40 countries worldwide.

(e) Structure (assembly or conference; council or other form of governing body; type of general secretariat; sub-commissions on special topics etc.)

A council elected by members oversees all aspects of the work of the Association. The president of the Association is elected separately and serves for a maximum of one four year term.

(f) Meetings (indicate frequency and average attendance; send report of previous meeting, including any resolutions passed) that are concerned with matters covering all or part of the Commission's field of activity

The Association holds International Congresses, mostly recently in Rio de Janeiro 27-30 April 2012 (<http://www.worldnutritionrio2012.com/ingles>); 1800 participants from 50 countries. The theme of the meeting was Knowledge, Policy, Action

(g) Relations with other international organizations (FAO, WHO, other UN organizations or other)

Affiliated to the International Union of Nutritional Sciences (IUNS)

(h) Expected contribution to the Joint FAO/WHO Food Standards Programme

Contributions from the Association include technical inputs and comments for Committees, the most relevant of which are (i) Nutrition and Foods for Special Dietary Uses and (ii) Food Labeling. The Association will likely provide technical inputs to other Committees occasionally, particularly the commodity committees and those with direct public health relationships (e.g., Pesticide Residues, Contaminants in Food).

(i) Past activities on behalf of, or in relation to, the Codex Alimentarius Commission and the Joint FAO/WHO Food Standards Programme

None

(j) Area of activity in which participation as an observer is requested (Commission and/or Subsidiary Bodies).

General Subject committees: Food Labelling and; Foods for Special Dietary uses

(k) Language of correspondence

English

(l) Name, Function and address of the person providing the information

Professor Barrie M Margetts, President , address as above for Association

(m) Signature and date

ANNEX 4: Hellen Keller International**Official name of the organization in different languages (with initials)**

Helen Keller International (HKI)

Full postal address, Telephone, Facsimile and Email, as well as Telex and website addresses as appropriate

Address:

Helen Keller International
352 Park Avenue South, 12th Floor
New York, NY 10010

Telephone:

1-212-532-0544

Toll-free in the United States: 1-877-KELLER-4 (1-877-535-5374)

Fax:

1-212-532-6014

E-mail:

For general inquiries: info@hki.org

Website: www.hki.org

Aims and subject fields (mandate) of organization, and methods of operation. (Enclose charter, constitution, by-laws, rules of procedures, etc.). Date of establishment.

Founded in 1915 by Helen Keller and George Kessler, The mission of HKI is to save the sight and lives of the most vulnerable and disadvantaged. We combat the causes and consequences of blindness and malnutrition by establishing programs based on evidence and research in vision, health and nutrition.

Attachment A: HKI Strategic Plan Framework 2010-2015

Attachment B: HKI Bylaws (revised March 10 2010)

Attachment C: HKI Certificate of Incorporation May 2007

Member organizations (name and address of each national affiliate, method of affiliation, giving number of members where possible, and names of principal officers. If the organization has individual members, please indicate approximate number in each country. If the organization is of a federal nature and has international non-governmental organizations as members, please indicate whether any of those members already enjoy observer status with the Codex Alimentarius Commission)

HKI works in 22 countries around the world. As of December 31, 2012, HKI employs 708 staff globally.

In Africa: Burkina Faso, Cameroon, Côte d'Ivoire, Democratic Republic of Congo, Guinea, Kenya, Mali, Mozambique, Niger, Nigeria, Senegal, Sierra Leone, Tanzania

In Asia-Pacific: Bangladesh, Cambodia, China, Indonesia, Myanmar, Nepal, Philippines, Vietnam

In the Americas: The United States

In Europe: France (HKI and HKI Europe are affiliated non-profit non-governmental organizations registered in the U.S. and France respectively and are united in a common mission to prevent blindness and reduce malnutrition.)

HKI Europe:

34-36 rue Guersant
75017 Paris

France

Telephone: +33 1 47 64 11 30

Burkina Faso:
Helen Keller International
Rue Ganga, porte 330, Zone du Bois
06 B.P. 9515
Ouagadougou 06
Burkina Faso
Telephone: + 226 50 36 00 23 or + 226 50 36 00 30

Cameroon:
Helen Keller International
Cameroon
B.P. 14227
Yaoundé, Cameroon
Telephone: + 237.2220.9771
Fax + 237.2221.0848

Cote d'Ivoire:
Helen Keller International
Côte d'Ivoire
Deux Plateau Vallon 2eme tranche
Rue des Jardins Résidence SOPIM Villa 12
Abidjan
PO Box: 17 BP 1334 Abidjan 17
Telephone: +225 22 41 11 14
+225 22 41 11 17
Fax: + 225 22 41 10 97

Democratic Republic of the Congo:
Helen Keller International
Democratic Republic of the Congo
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Guinea:
Helen Keller International Guinea
BP 6050
Conakry, Republique de Guinea
Telephone/Fax: +224 30 45 5731

Kenya:
Helen Keller International
ESC Sub-Region Office
ILRI Campus, Uthiru
Naivasha Road
P.O BOX 13904-00800
Nairobi, Kenya
Telephone: +254-20-230 6322

Mali:
Helen Keller International - Mali
N'Golonina Rue 376 Porte 1230
BP.E 1557
Bamako, Mali
Telephone: +223 20 21 08 21 / +223 20 21 52 93
Fax: +223 20 21 08 03

Mozambique:
Helen Keller International
Mozambique
P.O. Box 1042
B.P. 8150
Avenida Armando Tivane 591

Maputo, Mozambique
Tel/Fax: +258 2148 6312
Office cell: +258 823 05 4380

Niger:
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Niger
P.O. Box 11728
B.P. 8150
Niamey, Niger
Telephone: + 227 75 3314
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Nigeria:
Helen Keller International, Nigeria
6B, Bangui Street
Wuse II, Abuja
Telephone: +234-92903612

Senegal:
Helen Keller International Senegal
28, Nord Liberté 6. VDN X Route du Front de Terre à Dakar. N° 1A.
BP. 16 511
Dakar Fann, Senegal
Telephone: + 00 221 33 869 55 01
Fax: + 00 221 33 827 24 06

Sierra Leone:
Helen Keller International Sierra Leone
35 Nelson Lane
Tengbeh Town
Freetown, Sierra Leone
Telephone: 232-076-859-625

Tanzania:
Helen Keller International Tanzania
Plot No.10 Manara Road, Ada Estate
P.O. Box 34424
Dar es Salaam
United Republic of Tanzania
Telephone: +255 22 2668464
Fax: +255 22 2668470
Email: hkitanzania@hki.org

Bangladesh:
Helen Keller International Bangladesh
P.O. Box 6066 Gulshan
Dhaka 1212, Bangladesh
Telephone: + 88 02 8823055,
+88 02 9886958
+88 02 8827044,
+88 02 8853919
Fax: + 88 02 9855867

Cambodia:
Helen Keller International - Cambodia
House # 43Z43, Street 466
Sangkat Tonle Bassac
Khan Chamkar Mon
P.O. Box 168
Phnom Penh
Kingdom of Cambodia
Telephone: + 855 23 210851
Fax: + 855 23 210852

China:

Helen Keller International China
Zhongshan Ophthalmic Center
Sun Yat-Sen University of Medical Sciences
Room 1014
54 Xianlie S Road
Guangzhou 510060
People's Republic of China
Telephone: + 86 20 8733 1109
Fax: + 86 20 8733 1903

Indonesia:

Helen Keller International Indonesia
Jl. Bungur Dalam 23A-B
Kemang, Jakarta 12370
Indonesia
Telephone: + 62 21 7199 163
Fax: + 62 21 71 83 804

Myanmar:

For information about HKI-Myanmar, please contact HKI-Indonesia at the following address:

Jl. Bungur Dalam 23 A-B,
Jakarta 12730, Indonesia
Telephone: +62 21 719 9163
Fax: + 62 21 719 8148

Nepal:

Helen Keller International Nepal
P.O. Box: 3752
Green Block
Ward No. 10
Chakupat, Patan Dhoka
Lalitpur
Nepal
Telephone: + 977-1-5260459, 5260247, 5260837
Fax: + 977-1-5260459

Philippines:

Helen Keller International Philippines
No. 704 Pablo Ocampo Sr. Street
Malate 1004 - Manila
Philippines
Telephone: + 63 2 525 9457
Fax: + 63 2 525 9476 local 114

Vietnam:

Helen Keller International Vietnam
Room 103
Block B5
Van Phuc Diplomatic Compound
298 Kim Ma
Hanoi, Vietnam
+844 3726 2261 (Telephone)
+844 3726 3931 (Fax)

Structure (assembly or conference; council or other form of governing body; type of general secretariat; commissions on special topics, if any; etc.)

Helen Keller International is considered a not-for-profit corporation under New York law and therefore has no members. Instead, HKI has a self-perpetuating Board of Trustees (currently with 23 members) that manages the corporation. The Board of Trustees holds meetings three times a year (March, June, and November/December), while the Executive Committee (11 officers) meets twice a year (April/May and

October). Seven additional standing committees exist (Audit, Development, Finance, Governance, Human Resources & Compensation, Nominating, and Program).

Attachment D: Board Standing Committees Function

Indication of source of funding (e.g., membership contributions, direct funding, external contributions, or grants)

Helen Keller International relies on the financial generosity of individuals, corporations, foundations, and governments to help us continue the legacy established by Helen Keller.

Attachment E: HKI Financial Statement 2012

Meetings (indicate frequency and average attendance; send report of previous meeting, including any resolutions passed) that are concerned with matters covering all or part of the Commission's field of activity

HKI has a self-perpetuating Board of Trustees (currently with 23 members) that manages the corporation. The Board of Trustees holds meetings three times a year (March, June, and November/December), while the Executive Committee (11 officers) meets twice a year (April/May and October). Seven additional standing committees exist (Audit, Development, Finance, Governance, Human Resources & Compensation, Nominating, and Program).

Attachment F: HKI Board Meeting Resolution Emails

Attachment G: HKI Board of Trustees Meeting Agenda (March 6 2013)

Attachment H: HKI Board of Trustees Meeting Dates 2013-2015

Relations with other international organizations:

- a. UN and its organs (indicate consultative status or other relationship, if any)

Helen Keller International is an NGO in Official Relations with the World Health Organization.

- b. Other international organizations (document substantive activities)

Helen Keller International has agency affiliations with the following: International Agency for the Prevention of Blindness (IAPB); The Global Network for Neglected Tropical Disease Control (GNNTDC); The International Food Policy Research Institute – 2020 Vision for Food; InterAction; See Women: US NGOs Collaborate Around Gender & Eye Health.

Expected contribution to the Joint FAO/WHO Food Standards Programme:

Technical expertise in all aspects of nutrition from basic science to recommendations and program implementation and foods for special dietary uses at the national, regional and international level

Past activities on behalf of, or in relation to, the Codex Alimentarius Commission and the Joint FAO/WHO Food Standards Programme (indicate any relationship by national affiliates with the Regional Coordinating Committees and/or the National Codex Contact Points or Committees for at least the last three years preceding the application):

None

Area of activity in which participation as an observer is requested (Commission and/or Subsidiary Bodies). If more than one organization with similar interests is requesting observer status in any field of activity, such organizations will be encouraged to form themselves into a federation or association for the purpose of participation. If the formation of such a single organization is not feasible, the application should explain why this is so.

CCNSFDU – Codex Committee on Nutrition and Foods for Special Dietary Uses

CCFL – Codex Committee on Food Labeling

Previous applications for observer status with the Codex Alimentarius Commission, including those made by a member organization of the applicant organization. If successful, please indicate why and when observer status was terminated. If unsuccessful, please indicate the reasons you were given.

None

Languages (English, French or Spanish) in which documentation should be sent to the international non-governmental organization.

English

Name, Function and address of the person providing the information.

Kathy Spahn
President & CEO
Helen Keller International
352 Park Avenue South, Suite 1200
New York, NY 10010
USA
kspahn@hki.org

Signature and date

Annex 5: Consumer Goods Forum (CGF)**Information Required of Non-Governmental Organizations Requesting “Observer Status”****(a) Official name of the organization in different languages (with initials)**

The Consumer Goods Forum (CGF)

(b) Full postal address, Telephone, Telex address, Facsimile and Email as appropriate

The Consumer Goods Forum
22/24 rue du Gouverneur Général Eboué
92130 Issy-les-Moulineaux – France
Tel: (+33) 1 82 00 95 95
Fax : (+33) 1 82 00 95 96
www.theconsumergoodsforum.com
www.mygfsi.com

(c) Aims and subject fields (mandate) of organization, and methods of operation. (Enclose charter, constitution, by-laws, rules of procedures, etc.)

The Consumer Goods Forum (CGF) is a global, parity-based industry network, driven by its members. It brings together the CEOs and senior management of over 400 retailers, manufacturers, service providers and other stakeholders across 54 countries and reflects the diversity of the industry in geography, size, product category and format. Forum member companies have combined sales of EUR 2.5 trillion. Their retailer and manufacturer members directly employ nearly 10 million people with a further 90 million related jobs estimated along the value chain.

The Forum provides a unique global platform for knowledge exchange and initiatives around five strategic priorities – Emerging Trends, Sustainability, Safety & Health, Operational Excellence and Knowledge Sharing & People Development – which are central to the advancement of today’s consumer goods industry.

The Forum’s vision is: “Better lives through better business”. To fulfil this, its members have given the Forum a mandate to develop common positions on key strategic and operational issues affecting the consumer goods business, with a strong focus on non-competitive process improvement. The Forum’s success is driven by the active participation of the key players in the sector, who together develop and lead the implementation of best practices along the value chain.

Safety & Health is one of the five strategic pillars of the Consumer Goods Forum, and its objective is to drive safety & health improvements throughout the value chain.

www.theconsumergoodsforum.com

The CGF works on food safety through the Global Food Safety Initiative (GFSI) which is managed by the CGF. Because of this form of organization both the information on CGF and GFSI is given as it will be important to assess the application.

The CGF launched the GFSI in 2000 following a number of food safety crises when consumer confidence was at an all-time low. Since then, experts have been collaborating in numerous Technical Working Groups to tackle current food safety issues defined by GFSI stakeholders head on.

The Global Food Safety Initiative is a business-driven initiative for the continuous improvement of food safety management systems to ensure confidence in the delivery of safe food to consumers worldwide. GFSI provides a platform for collaboration between some of the world's leading food safety experts from retailer, manufacturer and food service companies, service providers associated with the food supply chain, international organizations, academia and government.

Current activities within GFSI include the definition of food safety requirements along the entire

supply chain for food safety schemes through a benchmarking process. This process leads to recognition of existing food safety schemes and drives growing confidence, acceptance and implementation of third party certification along the entire food supply chain.

Other important current activities include the development of a capacity building programme for small and/or less developed businesses to facilitate their access to local markets and a continuous focus on food safety auditor competence to bring industry experts in collaboration with key stakeholders to a common consensus on the skills, knowledge and attributes that a competent auditor should possess.

www.mygfsi.com

(d) Member organizations (name and address of each national affiliate, method of affiliation, giving number of members where possible, and names of principal officers. If the organization has individual members, please indicate approximate number in each country. If the organization is of a federal nature and has international non-governmental organizations as members, please indicate whether any of those members already enjoy observer status with the Codex Alimentarius Commission)

Over 400 members over 54 countries. Members are retailers, manufacturers, service providers and other stakeholders and reflect the diversity of the industry in geography, size, product category and format.

Members geographical repartition is as follows: America 90 (Argentina 1 - Bolivia 1 - Brazil 1 - Canada 11 - Chile 1 - Colombia 3 - Costa Rica 1 - Ecuador 1 - Mexico 7 - Paraguay 1 - Peru 2 - Uruguay 1 - USA 59); Oceania 10 (Australia 8 - New Zealand 2); Europe 204 (Austria 12 - Belgium 18 - Croatia 2 - Cyprus 2 - Denmark 1 - Finland 4 - France 42 - Germany 30 - Greece 2 - Ireland 2 - Italy 11 - Luxembourg 1 - Norway 2 - Poland 1 - Portugal 4 - Slovenia 1 - Spain 6 - Sweden 4 - Switzerland 13 - The Netherlands 16 - Turkey 1 - United Kingdom 29); Africa 9 (Egypt 2 - South Africa 6 - Zimbabwe 1); Asia 100 (China PRC 6 - Hong Kong 5 - India 1 - Indonesia 2 - Israel 1 - Japan 73 - Malaysia 2 - Philippines 2 - Russia 1 - Singapore 2 - South Korea 1 - Sri Lanka 1 - Thailand 2 - United Arab Emirates 1)

(e) Structure (assembly or conference; council or other form of governing body; type of general secretariat; commissions on special topics, if any; etc.)

Members of the Association ("Members") are classified into one of the following three categories:

1) Full Members shall be

- Retailer and wholesaler companies in the consumer goods sector, and
- Manufacturers of consumer goods.

Each Full Member has a voting right at the General Assemblies of the Association.

2) Partner Members shall be

- Federations or trade associations of retailers, manufacturers, or retailers and manufacturers.

No Partner Member shall have a voting right at the General Assemblies of the Association unless specifically approved by the Board.

Full Members and Partner Members with voting rights are collectively referred to as "Voting Members".

3) Associate Members shall be

- Companies manufacturing or supplying ingredients, packaging, articles, technical installations, equipment, and services used by retail or manufacturing companies in the consumer goods sector,
- Groups and associations of such supplier firms,
- Educational institutions.

Associate Members shall not have a voting right at the General Assemblies of the Association.

The Association is administered by a Board of Directors (the “Board”).

Decisions by the Board are taken according to the following:

- a) The Board seeks consensus in its decision making.
- b) When a consensus cannot be reached, members commit to make every effort to find a compromise.
- c) In the event of no compromise, as a final resort, the decision under discussion shall be put to a vote.
- d) Decisions will be made by a simple majority of Board members from each College. Each Board member shall have one vote. Both Colleges must approve any proposal for it to become effective. All resolutions adopted by the Board shall be recorded in official minutes circulated to all Board members, and approved in each case at the following meeting. Executive summaries of the official minutes shall be made available to all Voting Members of the Association on request. The Association shall maintain a Finance Committee, a Governance Committee and a Board Strategy Advisory Committee as standing Committees of the Board. The Board may create other Committees vested with such authority as the Board will determine. Based upon the recommendation of each College, the Board will assign Board members to the Committees. The Ordinary General Meeting of Voting Members of the Association shall be convened at least once every year. An Extraordinary Meeting of the General Assembly may also be convened, either by the Board or at the request of a minimum of one-third of the Full Members of each College. Voting Members shall vote by College at the ordinary or extraordinary meetings of the General Assembly. Each Voting Member has one vote within its College. Decisions shall be taken by simple majority of each College respectively.

GFSI has the following governing structure: GFSI Board

The GFSI Board steers the Initiative with the support of the Advisory Council and the Stakeholder Group input. The GFSI Board ensures that GFSI delivers on its objectives and integrates the expectations of all stakeholders.

It is composed of a minimum of 10 members and a maximum of 19 members. The Directors represent retailers, manufacturers, food service and other supply chain operators. The GFSI Board is business driven and so there are no seats in this group for associations, scheme owners, certification or accreditation bodies. Board Members are appointed for 3 years.

The GFSI Board meets at least 3 times a year and holds regular conference calls every 6 weeks.

GFSI Advisory Council

The Advisory Council is established for the purpose of providing guidance and further expertise to the GFSI Board in their decision making process.

The GFSI Advisory Council is composed of 12 to 16 members.

Members are selected for their expertise, knowledge and specific interest in matters relating to food safety.

Advisory Council Members are drawn from academic institutions as well as government and nongovernment institutions.

Advisory Council Members are appointed by the GFSI Foundation Board for a period of 3 years.

Advisory Council Members sit in their individual or representative capacity, in accordance with their respective organisation’s obligations.

Advisory Council Members are not expected to actively promote the Initiative, however they are expected to provide guidance to the development of the Initiative’s objectives within their field of activity and expertise.

GFSI Stakeholder Meeting

The GFSI Stakeholder meeting takes place once a year ahead of the Global Food Safety Conference. It is an international forum open to any interested food safety professionals and is free of charge. It

provides a platform for open debate on current and emerging food safety issues and aims to:

- Provide an update on GFSI activities
- Give an opportunity to all stakeholders to define GFSI objectives for the year ahead
- Create an open dialogue on current and emerging food safety issues
- Identify areas for collaboration on common top priority food safety issues

GFSI Technical Working Groups

The GFSI Technical Working Groups are composed of retailers, manufacturers, food service operators, standard owners, certification bodies, accreditation bodies, industry associations, International organisations and other technical experts who come together on a voluntary basis to work on common food safety issues. The GFSI Board appoints a Chairman for each of the Technical Working Groups and each group has one or two Board Member Liaisons to support and monitor their work and progress.

Current GFSI Technical Working Groups are structured as follows:

- Auditor Competence Scheme Committee
- Global Markets Working Group:
 - Global Markets Training Manufacturing Sub-Group
 - Global Markets Training Primary Production Sub-Group
 - Global Markets Communication Sub-Group
- Guidance Document Working Group
- Global Regulatory Affairs Working Group
- Food Broker / Agents Working Group
- GFSI Efficacy Study Steering Group
- Retail/Wholesale Working Group

The following Working Groups will be launched towards the end of 2013 and over 2014:

- Equipment Manufacturing Working Group
- Catering Working Group
- Food Safety Services Working Group

The GFSI Secretariat

The GFSI Secretariat is managed by The Consumer Goods Forum.

The GFSI Secretariat runs the Programme's operational activities.

To this end, the Secretariat:

- a) organises and facilitates meetings when appropriate;
- b) writes and circulates minutes of meetings when appropriate, plus any required documentation;
- c) ensures communication in between meetings with all governing bodies;
- d) receives and circulates documents;
- e) has custody of working and final documents;
- f) generally performs all other work that may be required for the operational management of the Programme.

(f) Indication of source of funding (e.g., membership contributions, direct funding, external contributions, or grants)

For CGF

- revenue from membership fees

For GFSI

GFSI source has 4 different sources of funding:

- revenue from the Global Food Safety Conference and the GFSI Focus Days

- revenue from the benchmarking process fee
- revenue from the certificates fee
- the GFSI Secretariat is financed entirely by The Consumer Goods Forum

(g) Meetings (indicate frequency and average attendance; send report of previous meeting, including any resolutions passed) that are concerned with matters covering all or part of the Commission's field of activity

The Ordinary General Meeting of Voting Members of the Association shall be convened at least once every year. An Extraordinary Meeting of the General Assembly may also be convened, either by the Board or at the request of a minimum of one-third of the Full Members of each College.

Voting Members shall vote by College at the ordinary or extraordinary meetings of the General Assembly. Each Voting Member has one vote within its College. Decisions shall be taken by simple majority of each College respectively.

The **GFSI Board** meeting 3 times a year and has regular conference calls every 6 weeks. It is almost always attended by all Board members.

The **Advisory Council** meets once a year together with the GFSI Board.

The **Stakeholders meeting** takes place every year – it gathers over 350 experts every year.

The **Technical Working Groups** come together at three main meetings throughout the year but continue to work independently between meetings via webinar and conference call.

Each technical working group has between 15 and 21 members. Meetings are on average very well attended (80% of members come to every meetings)

(h) Relations with other international organizations: Through the GFSI the CGF has relations as follows:

1. UN and organs

- WTO, UNIDO, ISO, OIE representatives are part of the GFSI Advisory Council
- UNIDO, FAO, OECD, OIE representatives participate in the GFSI Technical Working Groups
- UNIDO has developed a capacity building programme based on GFSI Global Markets Programme
- IFC has developed a capacity building programme based on the GFSI Global Markets Programme
- GFSI works with the World Bank for the development of its Global Food Safety Partnership.

2. Other international organizations

- GFSI has signed a MoU with the OIE
- GFSI participates regularly in IAF meetings
- GFSI participates regularly in ISO meetings

(i) Expected contribution to the Joint FAO/WHO Food Standards Programme

One of the key activities within CGF/GFSI includes the definition of food safety requirements for food safety schemes through a benchmarking process. Food safety schemes are mainly based on Codex standards however there have been divergences in the past. The participation of CGF/GFSI would allow them to signal issues related to the implementation of Codex standards and also adapt the benchmarks to Codex standards.

(j) Past activities on behalf of, or in relation to, the Codex Alimentarius Commission and the Joint FAO/WHO Food Standards Programme (indicate any relationship by national affiliates with the Regional Coordinating Committees and/or the National Codex Contact Points or Committees)

None

(k) Area of activity in which participation as an observer is requested (Commission and/or

Subsidiary Bodies). If more than one organization with similar interests is requesting observer status in any field of activity, such organizations will be encouraged to form themselves into a federation or association for the purpose of participation. If the formation of such a single organization is not feasible, the application should explain why this is so.

Main areas of interest are the Codex food safety committees, the coordinating committees and the Commission and CCFICS. Particular focus would be on CCFH.

(l) Previous applications for observer status with the Codex Alimentarius Commission, including those made by a member organization of the applicant organization. If successful, please indicate why and when observer status was terminated. If unsuccessful, please indicate the reasons you were given.

NA

(m) Language (English, French or Spanish) in which documentation should be sent to the international non-governmental organizations

English

(n) Name, Function and address of the person providing the information

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(o) Signature and date

Paris, 14th June 2013

Attachments in CRD :

- CGF Establishment Autorisation
- Official Name Modification
- Inscription Certificate
- CGF Status
- GFSI Board reports :
 - India, 5&6 December 2012
 - Barcelona, 5 March 2013