

# CODEX ALIMENTARIUS COMMISSION



Food and Agriculture  
Organization of the  
United Nations



World Health  
Organization

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Agenda item 4.1

CX/GP 25/34/4 Add.1

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ORIGINAL LANGUAGE ONLY

## JOINT FAO/WHO FOOD STANDARDS PROGRAMME

### CODEX COMMITTEE ON GENERAL PRINCIPLES

Thirty-fourth Session

Lille, France

2–6 June 2025

### CODEX PROCEDURAL MANUAL

### REVIEW OF THE PROCEDURES IN SECTION 3: *GUIDELINES FOR SUBSIDIARY BODIES*

(Comments in reply to CL 2025/33-GP)

*Submitted by*

*Canada, Chile, Costa Rica, Egypt, European Union, Iran, Japan, Kenya, Malaysia,  
New Zealand, Norway, Republic of Korea, Russian Federation, Saudi Arabia,  
Thailand, United Arab Emirates, the United States of America (USA)  
and the International Commission for Uniform Methods of Sugar Analysis (ICUMSA)*

### Background

1. This document compiles comments received through the Codex Online Commenting System (OCS) in response to CL 2025/33-GP issued in May 2025. Under the OCS, comments are compiled in the following order: general comments are listed first, followed by comments on specific sections.

### Explanatory notes on the appendix

2. The comments submitted through the OCS are hereby annexed and presented in a tabulated format.

## ANNEX

## GENERAL COMMENTS

COMMENT	MEMBER / OBSERVER
Canada expresses its appreciation to the United States of America and France for leading the work on proposed updates to Section 3 of the Procedural Manual.	Canada
Chile agradece el trabajo realizado por Francia (secretaría del CCGP) y los Estados Unidos de América (secretarías del CCFH y el CCRVDF), y apoya las propuestas de modificación al Manual de Procedimiento contenidas en el Apéndice I del documento CL 2025_33-GP.	Chile
Costa Rica desea agradecer la oportunidad de brindar comentarios a la CL 2025/33-GP. En ese sentido, en primera instancia Costa Rica desea felicitar a la Secretaría del Codex por el trabajo realizado, el cual se ve reflejado en un documento más claro, coherente y alineado con lo discutido en los distintos debates sostenidos.	Costa Rica
Egypt appreciates the work which done in the document and would like to express our support and agreement with the revisions as presented.	Egypt
<p>The Member States of the European Union (MSEU) thank to the host secretariat working group chaired by the US and co-chaired by France for preparing the document.</p> <p>The MSEU would like to express the following general comments:</p> <p>Overarching issues:</p> <p>Concerning formally introducing virtual modalities as an option in the conduct of committee sessions, the MSEU are in favour of including explicit references to virtual modality into the PM.</p> <p>The MSEU recommend that CCGP should ask for a legal advice by FAO to update its opinion provided during COVID in view of supporting discussions at next CCGP regarding the modalities of taking decisions to organize virtual meetings and how they are organized.</p> <p>Concerning the guidelines on electronic working groups (EWGs) and physical working groups (PWGs) and the recommendation in 53.ii to consider the need to engage further revisions of the PWG and EWG guidelines, the MSEU would support Option 1 with the following wording:</p> <ul style="list-style-type: none"> <li>- Option 1: development of single guidelines on Codex working groups intended to replace the current PWG and EWG guidelines, to align with current working practices, especially virtual modalities.</li> </ul> <p>Rationale: This would result in simplification of the guidelines, since large parts of the guidelines apply to both PWG and EWG, while specific considerations for the two types of WG could be subject to dedicated paragraphs. A unified guidelines would ensure consistency across both WGs. Specifications concerning the working modality could also be added (e.g. by correspondence/email, virtual/ physical meetings, use of “online collaborative platforms” or commenting system). A single text would also facilitate making future updates e.g. concerning the use of Artificial Intelligence in Codex working groups. Furthermore, the revision of these guidelines should be used to update them in the light of current working practice.</p> <p>Specific issues:</p> <p>The MSEU share the question raised regarding Observer countries having the right to record an opposition to a committee decision (paragraph 32), the MSEU suggest deleting the text in square brackets, subject to confirmation that attendance of Observer countries is negligible and to a legal opinion of FAO and WHO.</p>	European Union

<p>Concerning Step 5/8 the MSEU have already stated in the response to CL 2024/27-GP that an explicit mention of an “adoption at Step 5/8” should be given in Section 2.1 of the PM. Thus, we welcome the inclusion of a reference to “Step 5/8” in para 36 and suggest that the corresponding Section 2.1 of the PM is updated accordingly, as this modality is used on a regular basis to expedite the approval standards or parts of standards.</p> <p>Concerning PWGs the MSEU are of the opinion that registration to PWGs is requested by para 94 and para 96 for Members and Observers but that the use of the term “notification” is not clear. The EUMS are of the opinion that this paragraph should be clarified in order to indicate that Members and Observers should register to WGs.</p> <p>Concerning the revisions of the PWG and EWG guidelines: The MSEU would support Option 1 with the following wording:</p> <p>- Option 1: development of single guidelines on Codex working groups intended to replace the current PWG and EWG guidelines, to align with current working practices, especially virtual modalities.</p> <p>Rationale: This would result in simplification of the guidelines, since large parts of the guidelines apply to both PWG and EWG, while specific considerations for the two types of WG could be subject to dedicated paragraphs. A unified guidelines would ensure consistency across both WGs. Specifications concerning the working modality could also be added (e.g. by correspondence/email, virtual/ physical meetings, use of “online collaborative platforms” or commenting system). A single text would also facilitate making future updates e.g. concerning the use of Artificial Intelligence in Codex working groups. Furthermore, the revision of these guidelines should be used to update them in the light of current working practice.</p>	
<p>Japan sincerely thanks the United States of America as the chair, France as the co-chair, and all host secretariats for their extensive work in reviewing and proposing updates to Section 3 of the Codex Procedural Manual. This work has made significant progress in identifying updates to better reflect current working practices. We believe that the proposed updates will serve as a solid basis for further discussion and contribute to greater clarity and consistency in the work of Codex.</p>	<b>Japan</b>
<p><b>General Comment</b></p> <p>Kenya commends the work of the host secretariat working group and supports the proposed updates to Section 3 of the Codex Procedural Manual, noting their importance in enhancing clarity, inclusivity, and operational efficiency. Kenya notes the need for flexible and equitable mechanisms, especially regarding virtual participation and document access, to ensure meaningful engagement by all members, including those with limited resources.</p> <p><b>Comment:</b> Kenya supports Option 2: undertake in-depth revisions of both PWG and EWG guidelines to integrate virtual modalities and reflect evolving working practices.</p> <p><b>Justification:</b> Modalities of PWGs and EWGs are different, and therefore developing a single guideline may dilute important procedural distinctions.</p>	<b>Kenya</b>
<p>Malaysia thanks United States of America and France as Chair and Co-chair, and the host secretariat working group in preparing the review and propose updates to Section 3. Malaysia agrees with most of the proposal and would like to share some comments and proposal for CCGP 34 considerations as in the specific comments</p>	<b>Malaysia</b>
<p>NZ supports the track changes made to Section 3 and will make comment on the four specific issues raised in the agenda paper at CCGP34</p>	<b>New Zealand</b>
<p>Support the Proposed amendments to Section 3 (apart from 3.4) of the Codex Procedural Manual</p>	<b>United Arab Emirates</b>

<p>The United States supports the revisions made to Section 3. We have included some additional edits below to provide greater clarity to the text.</p> <p>The United States would welcome some discussion surrounding the term "host" and "co-host" as it seems to be used for both the member country that hosts the committee as well as the member country(ies) that are leading work in physical and electronic working groups. The United States has added "working group" where applicable for working groups, but in lieu of this, would propose consideration of an alternative term for working groups to differentiate the responsibilities. Such terms could include "WG lead" or "WG head."</p> <p>With regard to the overarching issue on texts related to EWGs and PWGs, the United States would welcome one text that covers all work modalities. This would help eliminate confusion and provide a single reference point for Codex working groups.</p>	<b>USA</b>
The clarification proposed is an improvement that should help everyone involved with Codex to understand roles and responsibilities better.	<b>ICUMSA</b>

### SPECIFIC COMMENTS

<b>COMMENT</b>	<b>MEMBER / OBSERVER</b>
<b>Section 3: Guidelines for subsidiary bodies</b>	
In general, Thailand agrees with the identification of "coordinating committees" to make its clearer.	<b>Thailand</b>
<p>3.1 Guidelines to host governments of Codex committees, <b>coordinating committees</b> and ad hoc intergovernmental task forces</p> <p>Regarding Section 3.1 (Guidelines to host governments): Saudi Arabia suggest the following:</p> <ul style="list-style-type: none"> <li>Information Sharing on Host Country Logistics: The guidelines could recommend that the host country secretariat provides comprehensive logistical information to participants well in advance, including details on local transportation, security arrangements, and emergency contact information.</li> <li>Sustainability Considerations: Encourage host governments to consider environmentally sustainable practices in organizing Codex sessions (e.g., minimizing paper use, providing recycling facilities, choosing venues with green certifications).</li> </ul>	<b>Saudi Arabia</b>
<p>3.5 Guidelines on physical working groups</p> <p>Republic of Korea endorses 'option 2' from paragraph 53 of CX/GP 25/34/4, rather than developing single guidelines that include both PWG and EWG.</p>	<b>Republic of Korea</b>
<p>As regards section 3.4 Criteria and procedural guidelines for Codex Committees and ad hoc intergovernmental task forces working by correspondence (adopted in 2021), the proposed updates are included in Appendix I of CX/GP 25/34/9.</p> <p>The MSEU support consistency throughout the document:</p> <ul style="list-style-type: none"> <li>The proposed update to section 3 suggests in many places to include after the term "standards" the term "and related text". This is however not introduced everywhere. The MSEU suggest inclusion of "standards and related texts" where relevant, to ensure consistency throughout the PM. This means that the use of the word "standards" should only be used when the text specifically applies to standards and not to other related texts.</li> <li>The MSEU suggest to clarify some terminology, e.g. the use of "meetings" and "sessions", whether they are used as synonyms or distinction, and adopt a consistent wording accordingly.</li> </ul>	<b>European Union</b>

<p>- The term “official working language” should be considered to be changed to “working languages”. Otherwise, further explanation of whether “official” refers to the working languages of CAC, FAO or WHO would be required.</p>	
<b>3.1 Guidelines to host governments of Codex committees, coordinating committees and ad hoc intergovernmental task forces</b>	
<p><b>Introduction</b></p> <p>We have no objection. To avoid confusion on the title for Section 2.1, we propose to insert a comma after the title.</p>	<p><b>Malaysia</b></p>
<p><b>Introduction</b></p> <p>Thailand has no objection to the inclusion of “and related texts” because it is clear and comprehensive.</p>	<p><b>Thailand</b></p>
<p><b>Introduction</b></p> <p>Add comma to ensure clarity on meaning of text</p>	<p><b>USA</b></p>
<p><b>Introduction</b></p> <p>Se apoya</p>	<p><b>Chile</b></p>
<p><b>Observers</b></p> <p>Any other Member of the Commission or any Member or Associate Member of FAO or WHO which has not become a Member of the Commission may participate as an Observer at any Codex committee if it has notified the Director-General of FAO or WHO of its wish to do so. Such countries may participate fully in the discussions of the committee and shall be provided with the same opportunities as other Members to express their point-of-view (including the submission of <del>memoranda</del> comments), but without the right to vote or to move motions either of substance or of procedure. International organizations which have formal relations with either FAO or WHO, should also be invited to attend, in an observer capacity, sessions of those Codex committees which are of interest to them.</p> <p>The word comments is the usual term used in Codex</p>	<p><b>USA</b></p>
<p><b>Chairperson and host country</b></p> <p>The host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <b>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</b></p> <p>In principle, Thailand has no objection to the amendment to allow the Chairperson to have assistants to support the work to increase efficiency by providing the host country’s opportunity to designate appropriate persons.</p> <p>However, we would like to seek clarification whether on, in cases where there is no co-hosting country, co-chairpersons should be appointed, or whether assistants or vice-chairpersons should be designated, in accordance with the current practice.</p>	<p><b>Thailand</b></p>

<p><b>Chairperson and host country</b></p> <p>The host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <b>The chairperson may be supported by one or more assistants <del>or</del> <u>and/or</u> co-chairpersons designated by the host country.</b></p> <p>To make sure to have both assistants and co-chairperson(s)</p>	Japan
<p><b>Chairperson and host country</b></p> <p>The host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <b>The chairperson may be supported by one or more assistants <del>or</del> <u>and/or</u> co-chairpersons designated by the host country.</b></p> <p>Added the word and to read and or co-chairpersons for clarity</p>	USA
<p><b>Chairperson and host country</b></p> <p>The host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <b>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</b></p> <p>The MSEU question whether the inclusion of assistants in the PM is necessary. In case of support of other Codex members on the inclusion of assistants, the MSEU would like to stress that assistants and/or co-chairpersons, if any, should be coming from the host country.</p> <p>Furthermore, the MSEU suggest that a short description (e.g. the role, responsibility and designation) of the assistants should be included in the report of CCGP34.</p>	European Union
<p><b>Chairperson and host country</b></p> <p>The host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <b>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</b></p> <p>Se apoya, ya que es práctica común y parece correcto incorporarla en el texto.</p>	Chile

<p><b>Host country Secretariat</b></p> <p><del>A Member Nation to which a Codex committee has been assigned</del> The host country is responsible for providing all conference services including the secretariat; referred to herein as host country secretariat. The host country secretariat should have adequate administrative support staff able to work easily in <u>at least at least one of</u> the languages used at the session and should have at its disposal adequate information and communications technology <del>tools for the session to function efficiently. Simultaneous interpretation, preferably simultaneous,</del> should be provided from and into all <u>of the official working</u> languages used at the session, and if the report of the session is to be adopted in more than one of the official working languages of the committee, then <del>the translation services of a translator</del> should be available. <del>The committee secretariat and the Codex Secretariat are charged with the preparation of the draft report in consultation with the rapporteurs, if any.</del></p> <p>Host Country Secretariats are not always multilingual. Interpreters are on hand that speak at least 3 of the official languages the meeting is being conducted in. However, these are not the Host Country Secretariat per se</p>	USA
<p><b>Host country Secretariat</b></p> <p><del>A Member Nation to which a Codex committee has been assigned</del> The host country is responsible for providing all conference services including the secretariat; referred to herein as host country secretariat. The host country secretariat should have adequate administrative support staff able to work easily in the languages used at the session and should have at its disposal adequate information and communications technology <del>tools for the session to function efficiently. Simultaneous interpretation, preferably simultaneous,</del> should be provided from and into all <u>of the official working</u> languages used at the session, and if the report of the session is to be adopted in more than one of the official working languages of the committee, then <del>the translation services of a translator</del> should be available. <del>The committee secretariat and the Codex Secretariat are charged with the preparation of the draft report in consultation with the rapporteurs, if any.</del></p> <p>Se apoya ya que aporta claridad en roles institucionales.</p>	Chile
<p><b>Duties and terms of reference b)</b></p> <p>Se apoya</p>	Chile
<p><b>Duties and terms of reference e)</b></p> <p>reporting, <u>after each of its sessions</u>, to <del>each session of</del> the Commission on the progress of its work and <del>where necessary, on</del> <u>where necessary</u>, any difficulties <u>encountered, including those</u> caused by its terms of reference, together with suggestions for their amendment; and</p> <p>Canada suggests that the words “where necessary” be retained as there may not be any difficulties encountered during a committee session.</p>	Canada
<p><b>Date and place</b></p> <p>A host country is consulted by the Directors-General of FAO and WHO before they determine when and where a session of <del>this the</del> committee shall be convened. In determining the place of the session, consideration should be given to its accessibility.</p> <p>Changed this to the</p>	USA
<p><b>Co-hosting arrangements</b></p> <p><del>The</del> <u>When considering co-hosting, the</u> host country should consider arrangements for holding Codex sessions in developing countries, <u>when possible</u>.</p>	USA

To make clear that co-hosting is not considered for every single session of the committee	
<b>Co-hosting arrangements</b> The host country <u>of a Codex committee</u> should consider arrangements for holding Codex sessions in developing countries.	<b>European Union</b>
<b>Co-hosting arrangements</b> The country, different from the host country, in which the session is held is <u>in following herein</u> referred to as “co-host country”. Canada would prefer to replace “in following” with “herein” for consistency with paragraph 7	<b>Canada</b>
<b>Co-hosting arrangements</b> The host country and co-host country should <u>agree on financial and all other responsibilities to</u> ensure that all arrangements necessary to hold a Codex session in the co-host country are completed in a timely manner so as to not interfere with the time frame for the distribution of the official invitations to the session as mentioned in these guidelines. Co-hosting usually involves some cost-sharing of the meeting.	<b>USA</b>
<b>Co-hosting arrangements</b> The host country and co-host country should ensure that all arrangements necessary to hold a Codex session in the co-host country are completed in a timely manner so as <del>to not</del> <u>to</u> interfere with the time frame for the distribution of the official invitations to the session as mentioned in these guidelines. To improve grammar	<b>USA</b>
<b>Invitations and provisional agenda</b> Taking into consideration guidance from Codex Secretariat that the term Secretary of the Commission is more appropriate for preparation of invitation letter as it is signed by the Codex Secretary, we can agree to this change. In other places the term Codex Secretariat should be used for consistency as mentioned in para 15 of the working document. Similarly as highlighted on inconsistent reference to official working languages, we suggest using the term "official working languages used at the session" that refers to the languages to be used as informed in the invitation letter of Codex Committee meeting. We observe different ways to refer to official working languages e.g. <ul style="list-style-type: none"> <li>• official working languages, (3.1, para 15d)</li> <li>• official working languages of the committee, (3.1, para 7, 35)</li> <li>• official working languages used at the session (3.1, para 7, 19, 22)</li> <li>• official working languages of the Codex committee concerned (new para 22)</li> </ul>	<b>Malaysia</b>
<b>Invitations and provisional agenda</b> Sessions of Codex committees <del>and coordinating committees</del> will be convened by the Directors-General of FAO and WHO in consultation with the chairperson <del>and the host country secretariat</del> of the respective Codex committee. The letter of invitation and provisional agenda shall be prepared by the Secretary of the Commission in consultation with the chairperson <del>and the host country secretariat</del> of the committee for issue by the Directors-General to all Members and Associate Members of FAO and WHO or, in the case of coordinating committees, to the countries of the region or group of countries concerned., <u>Codex contact points and interested international organizations in accordance with the official</u>	<b>Japan</b>



<p>mailing lists of FAO and WHO. Chairpersons should, before finalizing the drafts, Before distribution of the invitation and provisional agenda, host country secretariats should inform and consult with their national Codex contact point where one has been established, and, if necessary, obtain clearance from the national authorities concerned (Ministry of Foreign Affairs, Ministry of Agriculture, Ministry of Health, or as the case may be). The invitation and provisional agenda will be translated and distributed by FAO/WHO to the Codex contact points and interested international organizations, in accordance with the official mailing lists of FAO and WHO, in the official working languages of the Commission concerned committee at least four months before the date of the <u>meeting session</u>.</p>	
<p><b>Invitations and provisional agenda</b></p> <p>Sessions of Codex committees <del>and coordinating committees</del> will be convened by the Directors-General of FAO and WHO in consultation with the chairperson <del>and the host country secretariat</del> of the respective Codex committee. The letter of invitation and provisional agenda shall be prepared by the Secretary of the Commission in consultation with the chairperson <del>and the host country secretariat</del> of the committee for <del>issue</del> <u>issuance</u> by the Directors-General to all Members and Associate Members of FAO and WHO or, in the case of coordinating committees, to the countries of the region or group of countries concerned., Codex contact points and interested international organizations in accordance with the official mailing lists of FAO and WHO. Chairpersons should, before finalizing the drafts, Before distribution of the invitation and provisional agenda, host country secretariats should inform and consult with their national Codex contact point where one has been established, and, if necessary, obtain clearance from the national authorities concerned (Ministry of Foreign Affairs, Ministry of Agriculture, Ministry of Health, or <u>other authorities</u> as the case may be). The invitation and provisional agenda will be translated and distributed by FAO/WHO to the Codex contact points and interested international <del>organizations</del> <u>organizations with observer status</u>, in accordance with the official mailing lists of FAO and WHO, in the official working languages of the <del>Commission concerned committee</del> at least four months before the date of the meeting.</p> <p>- Changed to correct term; - Added for clarity; - To mirror language used in g) below</p>	USA
<p><b>Invitations and provisional agenda</b></p> <p>Se apoya</p>	Chile
<p><b>Invitations and provisional agenda d)</b></p> <p><del>official-working languages</del> <u>languages of the session</u> <del>to be used and arrangements for interpretation, i.e. whether simultaneous or not;</del></p> <p>The MSEU prefer mentioning only working languages and delete the word "official": "d) official working languages of the session." The change should also be introduced in the other parts of Section 3. Otherwise, further explanation of whether "official" refers to the working languages of CAC, FAO or WHO would be required.</p>	European Union
<p><b>Invitations and provisional agenda g)</b></p> <p>request for <del>Codex contact points of Members and of international organizations with observer status to register their delegations through the specified registration system. the names of the chief delegate and other members of the delegation, and for information on whether the chief delegate of a government will be attending as a representative or in the capacity of an Observer</del></p> <p>Canada suggests adding the words "... of Members and of international organizations..." to provide clarity and consistency that it is the CCPs of both Members and INGO that submit the names.</p>	Canada
<p><b>Invitations and provisional agenda g)</b></p>	Malaysia

<p>request for Codex contact points and international organizations with observer status to register their delegations through the specified registration system. <del>the names of the chief delegate and other members of the delegation, and for information on whether the chief delegate of a government will be attending as a representative or in the capacity of an Observer</del></p> <p>Malaysia has no objection, we note the draft text has been simplified and this may provide more flexibility.</p>	
<p><b>Invitations and provisional agenda g)</b></p> <p>request for Codex contact points and international organizations with observer status to register their delegations through the specified registration system. <del>the names of the chief delegate and other members of the delegation, and for information on whether the chief delegate of a government will be attending as a representative or in the capacity of an Observer</del>h) Information on the meeting format (i.e., in-person only, virtual only, in-person with webcast or in-person with possibility of virtual interventions (hybrid) or by correspondence).</p> <p>The MSEU suggest to include a new bullet point (h) on the meeting format.</p>	European Union
<p>Replies to invitations, <del>in the form of registration to the session,</del> will normally be requested to be sent <u>in the form of registration to the session,</u> <del>to reach the Chairperson</del> as early as possible and in any case not less than 30 days before the session. <del>A copy should be sent also to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome.</del> It is of the utmost importance that by the date requested in the invitation, delegates of <del>a reply to invitations should be sent by</del> all those governments and international organizations which intend to participate are registered to the session.</p> <p>Canada suggests moving the phrase “in the form of registration to the session” after the word ‘sent’ to improve clarity when reading the sentence.</p>	Canada
<p>Replies to invitations, <del>in the form of registration to the session,</del> will normally be requested to be sent <del>to reach the Chairperson</del> as early as possible and in any case not less than 30 days before the session. <del>A copy should be sent also to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome.</del> It is of the utmost importance that by the date requested in the invitation, delegates of <del>a reply to invitations should be sent by</del> all those governments and international organizations which intend to participate <del>are registered to the session.</del></p> <p>Malaysia notes that the proposed text captures the process in which replies to invitations i.e. registration are only requested to be done through the online registration system and that no invitation reply is requested to be sent to the Directors-General of FAO and WHO. We can agree to the change.</p>	Malaysia
<p>Replies to invitations, <del>in the form of registration to the session,</del> will normally be requested to be <u>sent provided</u> <del>to reach the Chairperson</del> as early as possible and in any case not less than 30 days before the session. <del>A copy should be sent also to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome.</del> It is of the utmost importance that by the date requested in the invitation, delegates of <del>a reply to invitations should be sent by</del> all those governments and international organizations which intend to participate <del>are registered to the session.</del></p> <p>If we delete the prase "to reach the Chairperson" we also loose the object, to whom we sent the replies. At the same time we can not send the registration. To our view "provided" better suits here.</p>	Russian Federation
<p>Replies to invitations, <del>in the form of registration to the session,</del> will normally be requested to be sent <del>to reach the Chairperson</del> as early as possible and in any case not less than 30 days before the session. <del>A copy should be sent also to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome.</del> It is of the utmost importance that by the date requested in the invitation, delegates of <del>a reply to invitations should be sent by</del> all those governments and international organizations which intend to participate <del>are registered to the session.</del></p>	Chile

Se apoya	
The provisional agenda should state the <del>time</del> , date and place of the <u>meeting-session</u> and should include the following items:	<b>Japan</b>
The provisional agenda should state the <del>time</del> , date and place of the meeting and should include the following items: Se apoya	<b>Chile</b>
if considered necessary, <del>election-the</del> <b>appointment</b> of rapporteurs; Se apoya	<b>Chile</b>
items relating to subject matter to be discussed, including, where appropriate, the step in the Commission's procedure for the elaboration of standards <u>and related texts</u> at which the item is being dealt with at the session. There should also be reference to the committee <del>papers</del> <b>documents</b> relevant to the item;	<b>Japan</b>
The work of the committee and the length of the meeting should be so arranged as to leave sufficient time at the end of the session for a report of the committee's <del>transactions discussions and conclusions</del> <u>deliberations</u> to be <del>agreed</del> <b>adopted</b> . Canada suggests replacing "discussions and conclusions" with "deliberations" to convey that long and careful consideration/discussion took place.	<b>Canada</b>
The work of the <u>committee-session</u> and the length of the meeting should be so arranged as to leave sufficient time at the end of the session for a report of the committee's <del>transactions discussions and conclusions</del> to be <del>agreed</del> <b>adopted</b> .	<b>Japan</b>
<b>NEW PARA 19.</b> The Codex Secretariat is charged with the preparation of the draft report, in consultation with the rapporteurs (if any), the chairperson and the host country secretariat. The draft report should be made available in all the official working languages <u>of the committee</u> used at the session in sufficient time for consideration by the delegations. Thailand would like to propose a amendment to the new paragraph 19 to ensure consistency with paragraph 7, which stipulates the use of official working languages of this session used at the session for simultaneous interpretation and the use of official working languages of the committee for the preparation of the report. Therefore, we suggest the following amendment: "...The draft report should be made available in all the official working languages of the committee used at the session in sufficient time for consideration by the delegations..."	<b>Thailand</b>
<b>NEW PARA 19.</b> The Codex Secretariat is charged with the preparation of the draft report, in consultation with the rapporteurs (if any), the chairperson and the host country secretariat. The draft report should be made available in all the official working languages used at the session in sufficient time for consideration by the delegations. Se apoya ya que favorece el procedimiento documental.	<b>Chile</b>

<p><b>Organization of work</b></p> <p>A Codex <del>or coordinating</del> committee may <del>assign-request</del> Member Nations, Member Organizations or international organizations <u>with observer status</u> represented at sessions of the committee to accomplish specific tasks <del>to countries, groups of countries or to international organizations represented at meetings of the committee and may ask Members and international organizations for</del> or provide data, information or views on specific points.</p> <p>Canada suggests including "with observer status" here for consistency with other parts of these guidelines.</p>	Canada
<p><b>Organization of work</b></p> <p>A Codex <del>or coordinating</del> committee may <del>assign-request</del> Member Nations, Member Organizations or international organizations represented at sessions of the committee to accomplish specific tasks <del>to countries, groups of countries or to international organizations represented at meetings of the committee and may ask Members and international organizations for</del> or provide data, information or views on specific points.</p> <p>As noted in paragraph 16 of CX/GP 25/34/4, Japan supports alignment of terms (i.e. "Member", "Member nation", "nation", "Member country", or "country") could be addressed at a later stage, in conjunction with a broader review of relevant terminology across other sections of the Procedural Manual.</p>	Japan
<p><b>Organization of work</b></p> <p>A Codex <del>or coordinating</del> committee may <del>assign-request</del> <del>Member Nations, Member Organizations</del> <u>Members</u> or international organizations represented at sessions of the committee to accomplish specific tasks <del>to countries, groups of countries or to international organizations represented at meetings of the committee and may ask Members and international organizations for</del> or provide data, information or views on specific points.</p> <p>For the purposes of consistency and in line with the approaches, outlined in the CX/GP 25/34/4 (16. "...in the context of these procedures, it was recalled that members refer to both member countries/nations and member organizations. Thus, in these cases, the use of the term nation was deemed inappropriate as it would exclude Member organizations from the scope of the related provisions").</p>	Russian Federation
<p><b>Organization of work</b></p> <p>A Codex <del>or coordinating</del> committee may <del>assign-request</del> Member Nations, Member Organizations or international organizations represented at sessions of the committee <del>session to accomplish specific tasks to countries, groups of countries or to international organizations represented at meetings of the committee and may ask Members and international organizations for</del> or provide data, information or views on specific points.</p>	European Union
<p>Ad hoc working groups established to accomplish specific tasks shall be disbanded once the tasks have been accomplished as determined by the committee, <u>or when the time limit allocated for the work has expired.</u></p> <p>The MSEU suggest that the wording to the end of para 20 should be similar to para 105.</p>	European Union
<p><b>(TO BE SWITCHED DOWN AS PARA 23) Preparation and <del>d</del>Distribution of <u>working</u> papers-documents</b></p>	Japan
<p><b>(TO BE SWITCHED DOWN AS PARA 23) Preparation and <del>d</del>Distribution of papers-documents</b></p> <p>Se apoya la reorganización, ya que aporta coherencia lógica.</p>	Chile
<p><b>(TO BE SWITCHED UP AS PARA 22) NEW TITLE: Preparation of <u>working documents</u> (add footnote: See Section 5 for references for</b></p>	Japan

<u>Codex documents.)</u>	
<p><b>(PARA 22)</b> <u>Documents for consideration at a session are referred to as “working documents.” Working documents include “discussion papers,” which are intended primarily to initiate discussion on new topics.</u> <del>Papers</del> Working documents <del>documents</del> for a session prepared by participants and working group chairs must be <del>drafted-submitted</del> in one or more of the official working languages of the Commission, which should, if possible, be one of the languages used in the Codex committee concerned. These <del>papers</del> documents should be sent made available electronically to the chairperson of the committee, the host country secretariat and the Codex Secretariat <del>with a copy to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome, in good time</del> at least three months before the opening of the <del>committee session</del> to ensure translation by the host country into the official working languages of the session <del>to be included in the distribution of papers for the session.</del></p> <p>Japan proposes that the terms “working documents” and “discussion papers” as referred to other sections, be explicitly defined in the Guidelines to clarify that they refer to documents prepared for consideration during Codex sessions.</p>	Japan
<p><b>(PARA 22)</b> <del>Papers</del> Working documents for a session prepared by participants and working group chairs must be <del>drafted-submitted</del> in one or more of the official working languages of the <u>Commission, which should, if possible, be one of the languages used in the</u> <del>Commission, which should, if possible, be one of the languages used in the</del> Codex committee concerned. These <del>papers</del> documents should be sent made available electronically to the chairperson of the committee, the host country secretariat and the Codex Secretariat <del>with a copy to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome, in good time</del> at least three months before the opening of the committee to ensure translation by the host country into the official working languages of the session <del>to be included in the distribution of papers for the session.</del></p> <p>We don't see the necessity for this amendment, as the document text should anyway be in one of the Commission languages.</p>	Russian Federation
<p><b>(PARA 22)</b> <del>Papers</del> Working documents for a session prepared by participants and working group chairs must be <del>drafted-submitted</del> in one or more of the official working languages of the <del>Commission, which should, if possible, be one of the languages used in the</del> Codex committee concerned. These <del>papers</del> documents should be sent made available electronically to the chairperson of the committee, the host country secretariat and the Codex Secretariat <del>with a copy to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome, in good time</del> at least three months before the opening of the <del>committee session</del> to ensure translation by the host country into the official working languages of the session <del>to be included in the distribution of papers for the session.</del></p> <p>The MSEU suggest the following changes in para 23 (replacing “committee” by “session”; deletion of the words: “by the host country” and “official”).</p>	European Union
<p><b>(PARA 22)</b> <del>Papers</del> Working documents for a session prepared by participants and working group chairs must be <del>drafted-submitted</del> in one or more of the official working languages of the <del>Commission, which should, if possible, be one of the languages used in the</del> Codex committee concerned. These <del>papers</del> documents should be sent made available electronically to the chairperson of the committee, the host country secretariat and the Codex Secretariat <del>with a copy to the Secretary, CAC, Joint FAO/WHO Food Standards Programme, FAO, Rome, in good time</del> at least three months before the opening of the committee to ensure translation by the host country into the official working languages of the session <del>to be included in the distribution of papers for the session.</del></p> <p>Se apoya la reorganización, ya que aporta coherencia lógica.</p>	Chile
<p><del>Codex contact points will be responsible for ensuring that</del> <u>Codex contact points will be responsible for ensuring that working papers</u> <del>documents</del> <sup>4xvi</sup> are <del>circulated-available</del> to those concerned within their own country and for ensuring that all necessary action is taken by the date specified.</p>	Japan

<p><b>NEW PARA 27.</b> The reports of working groups held in conjunction with a committee session will be published as Conference room documents <del>(CRDs)</del>(CRDs) in the official working languages used by the working groups. Comments related to the agenda items received after the established deadline may be published as <del>CRDs</del>CRDs in its original language.</p> <p>We support inclusion of some text related to CRD for guidance to subsidiary body but the text can be further improved to provide guidance in relation to languages of the CRD. Malaysia proposes inclusion of some text to indicate that CRD will be in the official working languages used by the working groups or original language of comments received.</p>	Malaysia
<p><b>NEW PARA 27.</b> The reports of working groups held in conjunction with a committee session will be published as Conference room documents (CRDs). <del>Comments</del>Comments, proposals, or information related to the agenda items-items, including those received after the established deadline or those for which no deadline has been specified, may also be published as CRDs. <u>CRDs should be publicly available through the Codex website.</u></p> <p>Japan proposes an addition to this paragraph to reflect the current practice regarding the types of documents submitted as CRDs, and to clarify that CRDs are no longer distributed in paper form in the conference room, but are instead made available on Codex Website.</p>	Japan
<p><b>NEW PARA 27.</b> The reports of working groups held in conjunction with a committee session will be published as Conference room documents (CRDs). Comments related to the agenda items received after the established deadline may be published as CRDs.</p> <p>Thailand would like to propose the CCGP to consider the amendment to the new paragraph 27 on Conference Room Documents (CRDs), to also include other working documents, such as discussion papers or proposals that may be additional delivered later during the meeting for consideration under the agenda item on "Other Business" that may be accessible as CRDs.</p>	Thailand
<p><b>NEW PARA 27.</b> The reports of working groups held in conjunction with a committee session will be published as Conference room documents (CRDs). Comments related to the agenda items <u>and to Circular letters (CLs)</u> received after the established deadline may be published as CRDs.</p> <p>To the new paragraph 27 related to CRDs, the MSEU suggest the following changes in the wording: "The reports of working groups held in conjunction with a committee session will be published as Conference room documents (CRDs). Comments related to the agenda items, and to Circular letters (CLs) received after the established deadline, may be published as CRDs."</p>	European Union
<p><b>NEW PARA 27.</b> The reports of working groups held in conjunction with a committee session will be published as Conference room documents (CRDs). Comments related to the agenda items received after the established deadline may be published as CRDs.</p> <p>Se apoya, ya que esta inclusión tiene por objeto formalizar una práctica ya existente.</p>	Chile
<p><b>NEW PARA 27.</b> The reports of working groups held in conjunction with a committee session will be published as Conference room documents (CRDs). Comments related to the agenda items received after the established deadline may be published as CRDs.</p> <p>Information from members related to other matters are also published as CRDs, and these CRDs are not related to a deadline, on the contrary they are often submitted at an early stage before a session and could be published early. Please consider amending the para to reflect this.</p>	Norway
<b>3.2 Guidelines on the conduct of meetings of Codex committees, coordinating committees and ad hoc intergovernmental task forces</b>	
<p><b>3.2 Guidelines on the conduct of meetings of Codex committees, coordinating committees and ad hoc intergovernmental task forces</b></p> <p>It is suggested to add a forward-looking note in 3.2 to accommodate evolving meeting formats (virtual/hybrid).</p>	Iran



<p>By virtue of Article 7 of the statutes of the Commission and Rule XI.1(b) of its rules of procedure, the Commission has established a number of Codex committees and ad hoc intergovernmental task forces to prepare standards <b>and related texts</b> in accordance with Section 2.1: <a href="#">Procedures for the elaboration of Codex standards and related texts</a>, <b>and coordinating committees</b> to exercise general coordination of its work in specific regions or groups of countries. The rules of procedure of the Commission shall apply, <i>mutatis mutandis</i>, to Codex committees, coordinating committees and ad hoc intergovernmental task forces. The guidelines applying to the conduct of meetings of Codex committees as described in this section apply also to those of coordinating committees and to those of Codex ad hoc intergovernmental task forces.</p> <p>We have no objection. To avoid confusion on the title for Section 2.1, we propose to insert a comma after the title. See previous comments</p>	<b>Malaysia</b>
<p>By virtue of Article 7 of the statutes of the Commission and Rule XI.1(b) of its rules of procedure, the Commission has established a number of Codex committees and ad hoc intergovernmental task forces to prepare standards <b>and related texts</b> in accordance with Section 2.1: <a href="#">Procedures for the elaboration of Codex standards and related texts</a> <b>and coordinating committees</b> to exercise general coordination of its work in specific regions or groups of countries. The rules of procedure of the Commission shall apply, <i>mutatis mutandis</i>, to Codex committees, coordinating committees and ad hoc intergovernmental task forces. The guidelines applying to the conduct of meetings of Codex <del>committees</del> <a href="#">committees (i.e., sessions)</a> as described in this section apply also to those of coordinating committees and to those of Codex ad hoc intergovernmental task forces.</p> <p>Japan notes that the terms “meetings” and “sessions” are both used in the current text of the Guidelines. In order to avoid confusion, we suggest adding a brief explanatory note to clarify that “meetings of Codex committees” also refer to their “sessions,” as commonly used in Codex.</p>	<b>Japan</b>
<p>By virtue of Article 7 of the statutes of the Commission and Rule XI.1(b) of its rules of procedure, the Commission has established a number of Codex committees and ad hoc intergovernmental task forces to prepare standards <b>and related texts</b> in accordance with Section 2.1: <a href="#">Procedures for the elaboration of Codex standards and related texts</a>, <b>and coordinating committees</b> to exercise general coordination of its work in specific regions or groups of countries. The rules of procedure of the Commission shall apply, <i>mutatis mutandis</i>, to Codex committees, coordinating committees and ad hoc intergovernmental task forces. The guidelines applying to the conduct of meetings of Codex committees as described in this section apply also to those of coordinating committees and to those of Codex ad hoc intergovernmental task forces.</p> <p>Comma added for clarity</p>	<b>USA</b>
<p><b>Conduct of meetings</b></p> <p>Meetings of Codex <del>and coordinating</del> committees shall be held in <del>public unless the committee decides otherwise, public</del> <b>Members</b>. The host <b>countries</b> responsible for Codex <del>and coordinating</del> committees shall decide who should open meetings on their behalf.</p> <p>We do not believe that a committee should be able to exclude the public without first consulting with the CCEXEC / CAC. As this undermines on of the core tenets of Codex, that being transparency</p>	<b>USA</b>
<p>Only the <del>chief delegates</del> <b>heads of delegations</b> of Members, or of <del>Observer countries</del> <a href="#">Observers</a> or of international organizations have the right to speak unless they authorize other members of their delegations to do so.</p> <p>Are there any Observer countries in Codex?</p>	<b>Russian Federation</b>

<p>The representative of a <del>regional economic integration organization</del> Member Organization shall provide the chairperson of the committee, before the beginning of each session, with a written statement outlining where the competence lies between <del>this the organization</del> Member Organization and its <del>members</del> Member States for each item, or <del>subparts thereof, as appropriate, subparts</del> of the provisional agenda of a session, pursuant to the declaration of competence submitted according to Rule II of the rules of procedure of the Commission by this Member Organization. In areas of shared ("mixed") competence between this Member Organization and its Member States, this statement shall make clear which party has the voting right.</p> <ul style="list-style-type: none"> <li>- Replaced this with the</li> <li>- To reduce ambiguity, the statement shall be provided in all cases</li> </ul>	USA
<p>The representative of a <del>regional economic integration organization</del> Member Organization shall provide the chairperson of the committee, before the beginning of each session, with a written statement outlining where the competence lies between <del>this the organization</del> Member Organization and its <del>members</del> Member States for each item, or subparts thereof, as appropriate, of the provisional agenda of a session, pursuant to the declaration of competence submitted according to Rule II of the rules of procedure of the Commission by this Member Organization. In areas of shared ("mixed") competence between this Member Organization and its Member States, this statement shall make clear which party has the voting right.</p>	USA
<p>The representative of a <del>regional economic integration organization</del> Member Organization shall provide the chairperson of the committee, before the beginning of each session, with a written statement outlining where the competence lies between this <del>organization</del> Member Organization and its <del>members</del> Member States for each item, or subparts thereof, as appropriate, of the provisional agenda of a session, pursuant to the declaration of competence submitted according to Rule II of the rules of procedure of the Commission by this Member Organization. In areas of shared ("mixed") competence between this Member Organization and its Member States, this statement shall make clear which party has the voting right.</p> <p>Se apoya</p>	Chile
<p>Delegations from Members [and delegations from Observer countries] who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the report of the committee. This statement should not merely use a phrase such as: "The delegation of X reserved its position" but should make clear the extent of the delegation's opposition to a particular decision of the committee and state whether they were simply opposed to the decision or wished for a further opportunity to consider the question.</p> <p>Malaysia has no objection to retaining the text of paragraph 32 with minor proposed amendment. Malaysia notes that under Rule IX – Observers of the Codex Procedural Manual, Observer does not have the right to vote in decision-making processes., Malaysia supports the co-chairs suggestion that since Observer do not have the right to vote or to move motions either of substance or of procedure the legal status of this provision should be clarified.</p>	Malaysia



<p>Delegations <del>from Members</del> <del>[Members and delegations from Observer countries]</del> who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the report of the committee. This statement should not merely use a phrase such as: “The delegation of X reserved its position” but should make clear the extent of the delegation’s opposition to a particular decision of the committee and state whether they were simply opposed to the decision or wished for a further opportunity to consider the question.</p> <p>Thailand would like to propose the deletion of the text “[and delegations from Observer countries]”. We consider that Observer countries may contribute information and express their views, which can be reflected in the meeting report. However, they should not be permitted to record their opposition or reservations regarding Codex standards or related texts, as they are not Members of the Codex committees, coordinating committees or task forces.</p>	<b>Thailand</b>
<p>Delegations <del>from Members</del> <del>[and delegations from Observer countries]</del> who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the report of the committee. This statement should not merely use a phrase such as: “The delegation of X reserved its position” but should make clear the extent of the delegation’s opposition to a particular decision of the committee and state whether they were simply opposed to the decision or wished for a further opportunity to consider the question.</p> <p>Comment: Kenya supports the clarification and revision of the Paragraph to reflect the non-voting status of Observer countries in line with Codex Rules of Procedure.</p> <p>However, Kenya notes the mention of ‘Observer countries’ without mention of ‘Observer organizations’ whereas the common practice is the use of the terms ‘Codex Members Countries’ and ‘Codex Observers’.</p> <p>Therefore, Kenya proposes respective categorization of oppositions and consequential amendment of the last part of the statement to read: “.... with reservations from the following Member Countries xxx, the following Observer Countries xxx and the following Observer organizations xxx.”</p>	<b>Kenya</b>
<p>Delegations <del>from Members</del> <del>[and delegations from Observer countries]</del> who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the report of the committee. This statement should not merely use a phrase such as: “The delegation of X reserved its position” but should <u>state the rationale for opposing the decision and</u> make clear the extent of the delegation’s opposition to a particular decision of the committee and <u>state-express</u> whether they <del>were simply opposed to reserve their position or oppose</del> the decision <u>progressing</u> or wished for a further opportunity to consider the question.</p> <p>Observer countries do not have the same procedural rights as Member countries, and their opposition is not recorded as they do not have the right to vote or seek consensus.</p> <p>Need for additional guidance to provide rationale when opposing a decision, and inclusion of additional language from the rules regarding reservations versus opposing progression through the step process.</p>	<b>USA</b>
<p>Delegations <del>from Members</del> <del>[and delegations from Observer countries]</del> who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the report of the committee. This statement should not merely use a phrase such as: “The delegation of X reserved its position” but should make clear the extent of the delegation’s opposition to a particular decision of the committee and state whether they were simply opposed to the decision or wished for a further opportunity to consider the question.</p>	<b>USA</b>
<p>Delegations <del>from Members</del> <del>[and delegations from Observer countries]</del> <u>Observers</u> who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the</p>	<b>Russian</b>

<p>report of the committee. This statement should not merely use a phrase such as: “The delegation of X reserved its position” but should make clear the extent of the delegation’s opposition to a particular decision of the committee and state whether they were simply opposed to the decision or wished for a further opportunity to consider the question.</p> <p>Are there any Observer countries in Codex?</p>	<b>Federation</b>
<p>Delegations <b>from Members</b> [and delegations from Observer countries] who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the report of the committee. This statement should not merely use a phrase such as: “The delegation of X reserved its position” but should make clear the extent of the delegation’s opposition to a particular decision of the committee and state whether they were simply opposed to the decision or wished for a further opportunity to consider the question.</p> <p>The MSEU suggest deleting the text in square brackets in para 32, subject to confirmation that attendance of Observer countries is negligible and to a legal opinion of FAO and WHO.</p>	<b>European Union</b>
<p>Delegations <b>from Members</b> [and delegations from Observer countries] who wish their opposition to a decision of the committee to be recorded may do so, whether the decision has been taken by a vote or not, by asking for a statement of their position to be contained in the report of the committee. This statement should not merely use a phrase such as: “The delegation of X reserved its position” but should make clear the extent of the delegation’s opposition to a particular decision of the committee and state whether they were simply opposed to the decision or wished for a further opportunity to consider the question.</p> <p>Se propone mantener el texto entre corchetes</p>	<b>Chile</b>
<p><b>Reports a)</b></p> <p>Decisions should be clearly stated; action taken in regard to economic impacts <b>s statements</b> should be fully recorded; all decisions on draft standards <b>and related texts</b> should be accompanied by an indication of the step in the procedure that the standards <b>and related texts</b> have reached.</p> <p>Thailand would like to propose editorial changes to paragraph 33 and paragraph 34, as the term 'standards' is used inconsistently with the term 'standards and related texts' found in other paragraphs.</p> <p>Moreover, we suggest editorial amending the wording to 'standards and related texts' for consistency throughout the document.</p>	<b>Thailand</b>
<p><b>Reports a)</b></p> <p>Decisions should be clearly stated; action taken in regard to economic impacts <b>s statements</b> should be fully recorded; all decisions on draft standards <b>and related texts (hereinafter in this section referred to as “standards”)</b> should be accompanied by an indication of the step in the procedure that the standards have reached.</p>	<b>Japan</b>
<p><b>Reports a)</b></p> <p>Decisions should be clearly stated; action taken in regard to economic impacts <b>s statements</b> should be fully recorded; all decisions on draft standards should be accompanied by an indication of the step in the procedure that the standards have reached.</p> <p>The MSEU would like to get clarification whether and how the provision “...action taken in regard to economic impacts should be fully recorded...” would translate into current practices in meeting reports.</p>	<b>European Union</b>

<b>Reports d) ii.</b> standards <b>and related texts</b> at any step of the procedure, the consideration of which have been postponed or which are held in abeyance and the steps which they have reached; and	<b>Thailand</b>
<b>Reports d) iii.</b> new standards <b>and related texts</b> proposed for consideration, <del>the probable time of their consideration at Step 2</del> and the <b>responsibility responsible party</b> for drawing up the first draft.	<b>Thailand</b>
draft standards with an indication of the step in the procedure which has been reached; <del>and;</del>	<b>Japan</b>
draft standards <b>and proposed draft standards</b> with an indication of the step in the procedure which has been reached; <b>and</b>	<b>Japan</b>
draft standards with an indication of the step in the procedure which has been reached; <del>and</del>	<b>Russian Federation</b>
<b>new work proposals submitted by the committee to the Commission for approval.</b> Malaysia support the insertion (c) and support the term approval for the Commission.	<b>Malaysia</b>
<b>new work proposals submitted by the committee to the Commission for approval; and(d) replies to the matters referred from the Commission and/or other committees.</b> In the current practice, replies to the matters referred are generally put in an independent Appendix so that CAC/the committee are easy to find the replies	<b>Japan</b>
<b>new work proposals submitted by the committee to the Commission for approval.d) provisions for revocation or discontinuation of work, if any.</b> We propose this amendment to better reflect current working practices, as for example in the CCFA.	<b>Russian Federation</b>
<b>If relevant, information documents (add footnote: Guidance on information documents can be found on the Codex website at: <a href="https://www.fao.org/fao-who-codexalimentarius/resources/inf-doc/en/">https://www.fao.org/fao-who-codexalimentarius/resources/inf-doc/en/</a>) agreed upon by the committee may also be attached to the report.</b> Japan proposes adding a footnote to provide the relevant reference on Guidance on information documents agreed by CCGP28 (2014) and endorsed by CAC37 (2014).	<b>Japan</b>
Circular letters should be issued, as required, following publication of the meeting report requesting comments on proposed draft standards or related texts at Steps 5, 8, <b>[Step 5/8]</b> or Step 5 (accelerated), with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission. Agree on the proposal to include Step 5/8, and to review and update Section 2: Procedures for the elaboration of Codex standards and related texts, accordingly.	<b>Malaysia</b>
Circular letters should be issued, as required, following publication of the meeting report requesting comments on proposed draft standards or related texts at Steps 5, 8, <del>[Step 5/8]</del> <b>Step 5/8</b> or Step 5 (accelerated), with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission. Thailand has no objection to the deletion of square brackets to include step 5/8 in this context.	<b>Thailand</b>

<p>Circular letters should be issued, as required, following publication of the meeting report requesting comments on proposed draft standards or related texts at Steps 5, 8, <b>[Step 5/8]</b> or Step 5 (accelerated), with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission.</p> <p>Comment: Kenya supports the harmonization of Step 5/8 references across the Procedural Manual, with appropriate clarification in Section 2. Kenya further proposes for the text to be revised to read, “.....or Step 5/8, otherwise referred to as Step 5 (accelerated).....”</p> <p>Justification: The current lack of consistency creates confusion, particularly for delegates. However, placing the "or" before 'Step 5/8' would more accurately convey that this step is comparable to Step 5 (accelerated), rather than suggesting the introduction of an entirely new step.</p>	<b>Kenya</b>
<p>Circular letters should be issued, as required, following publication of the meeting report requesting comments on proposed draft standards or related texts at Steps 5, 8, <b>[Step 5/8]</b> or Step 5 (accelerated), with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission.</p> <p>We also agree to mention the 'step 5/8'.</p>	<b>Republic of Korea</b>
<p>Circular letters should be issued, as required, following publication of the meeting report requesting comments on proposed draft standards or related texts at Steps 5, 8, <del>[Step 5/8]</del> or Step 5 <del>(accelerated)</del><b>accelerated (Step 5/8)</b>, with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission.</p> <p>While step 5/8 does not exist in the procedural manual it is a common term used to refer to the Step 5 accelerated procedure and this edit will help with comprehension of that</p>	<b>USA</b>
<p>Circular letters should be issued, as required, following publication of the meeting report requesting comments on proposed draft standards or related texts at Steps 5, 8, <b>[Step 5/8]</b> or Step 5 (accelerated), with the indication of the date by which comments or proposed amendments must be received in writing, so as to allow such comments to be considered by the Commission.</p> <p>Se apoya</p>	<b>Chile</b>
<p><b>Drawing up of Codex <del>standards</del><u>standards and related texts</u></b></p> <p>Thailand suggests editorial amending the wording to 'standards and related texts' for consistency throughout the document.</p>	<b>Thailand</b>
<p><b>Drawing up of Codex standards</b></p> <p>The MSEU suggest that the entire chapter “Drawing up of Codex Standards” should be considered to be moved to Section 2 of the PM (2.1. or 2.6)</p> <p>Relevant information from the bracketed point b) may be added to the section “reports”, but is partly already covered (e.g. reference to the step the standard has reached).</p>	<b>European Union</b>
<p><b>Drawing up of Codex standards</b></p> <p>Se apoya ya que aporta claridad y transparencia documental al texto, dejando presente que se incluya el contenido mínimo del preámbulo.</p>	<b>Chile</b>
<p>The guidance given in the general principles of the Codex Alimentarius.</p> <p>Regarding point a), the MSEU do not consider it useful to single out individual sections of the PM. Committees should generally be aware or made aware of all relevant provisions of the PM when drawing up standards and related texts.</p>	<b>European Union</b>

<p>[That all standards and related texts should have a preface containing the following information:</p> <p>We agree that this section may necessitate updates pending and consequential to the conclusion of CCGP discussions on the use of FAO publishing rules under Agenda Item 5.</p>	<b>Malaysia</b>
<p>[That all standards and related texts should have a preface containing the following information:</p> <p>Japan suggests considering the necessity of the provision b) regarding “preface”, as such a section does not appear to be commonly included in current Codex texts. If the preface is not intended to form an integral part of the Codex texts, it may not be necessary to include this requirement.</p>	<b>Japan</b>
<p>[That all standards and related texts should have a preface containing the following information:</p> <p>Thailand is of the opinion that the texts in this sub-paragraph 37 b) are outdated, as it seems not to be in line with the current practices which may not be complete like these. Thus, we suggest the deletion of this sub-paragraph 37 b), or trying to update the details of the information that should be included in the preface of standards or related texts.</p>	<b>Thailand</b>
<p>a brief description of the scope and <u>where applicable</u> purpose(s) of the standard or related text;</p> <p>Not all standards contain a purpose section</p>	<b>USA</b>
<p>That for standards or any related text for a product which includes a number of subcategories, the committee should give preference to the development of a general standard or related text with specific provisions as necessary for <u>subcategories</u> <u>subcategories (e.g. annexes)</u>.</p> <p>Added for clarity</p>	<b>USA</b>
<p>That for standards or any related text for a product which includes a number of subcategories, the committee should give preference to the development of a <u>group standard or a</u> general standard or related text with specific provisions as necessary for subcategories.</p> <p>The term group standard has become commonly used in Codex including in instructions from the CCEXEC and CAC to subsidiary bodies such as CCSCH and CCCPL</p>	<b>USA</b>
<b>3.3 Guidelines to chairpersons of Codex committees, coordinating committees and ad hoc intergovernmental task forces</b>	
<p><b>Introduction</b></p> <p>By virtue of Article 7 of the statutes of the Commission and Rule XI.1(b) of its rules of procedure, the Commission has established a number of Codex committees and ad hoc intergovernmental task forces to prepare standards and related texts in accordance with Section 2.1: <u>Procedures for the elaboration of Codex standards and related texts</u>, and <u>coordinating committees</u> to exercise general coordination of its work in specific regions or groups of countries. The rules of procedure of the Commission shall apply, <i>mutatis mutandis</i>, to Codex committees, coordinating committees and ad hoc intergovernmental task forces. The guidelines applying to the chairpersons of Codex committees as described in this section apply also to those of coordinating committees and to those of Codex ad hoc intergovernmental task forces.</p> <p>Comma added</p>	<b>USA</b>

<p><b>Designation</b></p> <p>The Commission will designate a Member Nation of the Commission, which has indicated its willingness to accept financial and all other responsibility, as responsible for appointing a chairperson of the committee. <del>Herein, in the following, this nation</del> Member Nation is referred to as <del>host country</del> 'host country'. The <del>Member Nation concerned</del> host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the <del>Member Nation concerned</del> host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <del>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</del></p> <p>Canada suggests these changes for consistency within the Section</p>	Canada
<p><b>Designation</b></p> <p>The Commission will designate a Member Nation of the Commission, which has indicated its willingness to accept financial and all other responsibility, as responsible for appointing a chairperson of the committee. <del>In the following, this nation</del> is referred to as host country. The <del>Member Nation concerned</del> host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the <del>Member Nation concerned</del> host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <del>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</del></p> <p>We would like to draw your attention to our previous comment in paragraph 5 of Section 3.1 Guidelines to host governments of Codex committees, coordinating committees and ad hoc intergovernmental task forces.</p>	Thailand
<p><b>Designation</b></p> <p>The Commission will designate a Member Nation of the Commission, which has indicated its willingness to accept financial and all other responsibility, as responsible for appointing a chairperson of the committee. <del>In the following, this nation</del> is referred to as host country. The <del>Member Nation concerned</del> host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the <del>Member Nation concerned</del> host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <del>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</del></p> <p>To make sure to have both assistants and co-chairperson(s)</p>	Japan
<p><b>Designation</b></p> <p>The Commission will designate a Member Nation of the Commission, which has indicated its willingness to accept financial and all other responsibility, as responsible for appointing a chairperson of the committee. <del>In the following, this nation</del> is referred to as host country. The <del>Member Nation concerned</del> host country is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the <del>Member Nation concerned</del> host country shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <del>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</del></p> <p>We would like to seek clarification, who are these assistants?</p>	Russian Federation
<p><b>Designation</b></p>	European



<p>The Commission will designate a Member Nation of the Commission, which has indicated its willingness to accept financial and all other responsibility, as responsible for appointing a chairperson of the committee. <b>In the following, this nation is referred to as host country.</b> The <del>Member Nation concerned</del> <b>host country</b> is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the <del>Member Nation concerned</del> <b>host country</b> shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <b>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</b></p> <p>The MSEU question whether the inclusion of assistants in the PM is necessary. In case of support of other Codex members on the inclusion of assistants, the MSEU would like to stress that assistants and/or co-chairpersons, if any, should be coming from the host country. Furthermore, the MSEU suggest that a short description (e.g. the role, responsibility and designation) of the assistants should be included in the report of CCGP34.</p>	<b>Union</b>
<p><b>Designation</b></p> <p>The Commission will designate a Member Nation of the Commission, which has indicated its willingness to accept financial and all other responsibility, as responsible for appointing a chairperson of the committee. <b>In the following, this nation is referred to as host country.</b> The <del>Member Nation concerned</del> <b>host country</b> is responsible for appointing the chairperson of the committee from among its own nationals. Should this person for any reason be unable to take the chair, the <del>Member Nation concerned</del> <b>host country</b> shall designate another person to perform the functions of the chairperson for as long as the chairperson is unable to do so. <b>The chairperson may be supported by one or more assistants or co-chairpersons designated by the host country.</b></p> <p>Se apoya porque es una forma de formalizar lo que ya ocurre en práctica.</p>	<b>Chile</b>
<p><b>Criteria for the appointment of chairpersons f)</b></p> <p>to have demonstrated ability in chairing meetings with objectivity and impartiality, and in facilitating consensus building;</p> <p>to be capable of chairing meetings with objectivity ~ consensus building;</p>	<b>Republic of Korea</b>
<p><b>Conduct of meetings</b></p> <p>Meetings <u>of Codex committees (i.e., sessions)</u> should be conducted in accordance with the rules of procedure of the Commission. Attention is particularly drawn to Rule VIII.7 which reads: “The provisions of Rule XII of the General Rules of FAO shall apply <i>mutatis mutandis</i> to all matters which are not specifically dealt with under Rule VIII of the present Rules.”</p> <p>Japan notes that the terms “meetings” and “sessions” are both used in the current text of the Guidelines. In order to avoid confusion, we suggest adding a brief explanatory note to clarify that “meetings of Codex committees” also refer to their “sessions,” as commonly used in Codex</p>	<b>Japan</b>
<p>Rule XII of the general rules of FAO, <del>a copy of which will be supplied</del> <b>which should be made available</b> to all chairpersons of Codex <del>and coordinating subsidiary bodies committees</del>, gives full instructions on the procedures to be followed in dealing with voting, points of order, adjournment and suspension of meetings, adjournment, and closure of discussions on a particular item, reconsideration of a subject already decided and the order in which amendments should be dealt with.</p> <p>To encompass Codex committees, ad hoc intergovernmental task forces, and coordinating committees.</p>	<b>USA</b>
<p>Chairpersons should also ensure that the written comments, received in a timely manner, of Members and Observers not present at the session</p>	<b>USA</b>

are considered by the committee and that all issues are put clearly to the committee. <del>This 47bis Consensus</del> can <del>usually</del> best be <del>done-reached</del> by stating what appears to be the generally acceptable view and asking delegates whether they have any objection to its being adopted. We believe that these are 2 different concepts and should be in sperate paragraphs	
Chairpersons should use the statement submitted by the representatives of the <del>regional-economic-integration-organizations</del> Member Organizations on the matters of respective competence between these Member Organizations and their Member States in the conduct of meetings, including assessing of the situation with regard to the party which has the right to vote. <del>Add footnote: Where the views of the party not having the right to vote are reflected in the report, the fact that they are the views of the party not having the right to vote shall also be reflected in the report.</del> Footnote should be added mirroring the footnote ii in Rule II - Member Organization of the Procedural Manual. (page 9 in the English version).	USA
the need for timely progress in developing standards; Thailand would like to final clarification whether the phrase of “and related texts” should be added.	Thailand
the need for timely progress in developing <del>standards;</del> standards and related texts (hereinafter in this section referred to as “standards”)	Japan
the importance of achieving consensus at all stages of the elaboration of standards and that draft standards <u>or proposed draft standards</u> should, as a matter of principle, be submitted to the Commission for adoption only where consensus has been achieved at the technical level.	Japan
The chairperson should also consider implementing the following measures in order to facilitate consensus building in the elaboration of standards at the committee stage: Se apoya	Chile
<del>issues are thoroughly discussed at meetings of the committee concerned the</del> (ii) the scientific basis is well established on current data including, wherever possible, scientific data and intake and exposure information from the developing countries; Moved text from b) to a)i	USA
<del>where applicable under the risk analysis principles of the committees concerned, the use of a concern form to provide additional explanation on the scientific concern(s) for consideration by the competent Joint FAO/WHO expert bodies.</del> In principle, we are of the view that concern form is overly specific and not generally applicable across Codex Committees. This practice is only specific to the Codex Committee on Pesticide Residues (CCPR) and the Codex Committee on Residues of Veterinary Drugs in Foods (CCRVDF). In addition, referencing the use of concern form in the Codex Procedural Manual may set a precedent for requiring its use as a condition for raising scientific concerns. Such an implication may restrict the flexibility of Member Countries to express legitimate scientific issues during the standard-setting process. Consensus building at the committee stage can be effectively achieved through various mechanisms that reflect the working practices of each Codex committee, rather than relying on a single, committee-specific mechanism. Moreover, the explanation of concern(s) can be flexible provided by other ways, and these is covered by sub-small “i”. Therefore, we would like to propose the deletion of sub-small “iv”.	Thailand
<del>where applicable under the risk analysis principles of the committees concerned, the use of a concern form to provide additional explanation on the scientific concern(s) for consideration by the competent Joint FAO/WHO expert bodies.</del> Russia would like to seek clarification for the purposes of inclusion of this subparagraph here. The process for the use of concern forms is	Russian Federation



regulated under the PM Risk Analysis Section and does not lay under the Chair's responsibility.	
where applicable under the risk analysis principles of the committees concerned, <del>the use of</del> a concern form <u>is used</u> to provide additional explanation on the scientific concern(s) for consideration by the competent Joint FAO/WHO expert bodies.	European Union
<del>Facilitating increased involvement and participation of developing countries. Ensuring that issues are thoroughly discussed at meetings of the committees concerned.</del> Better placement for clarity earlier in the list.	USA
<del>Facilitating increased involvement and participation of developing countries.</del> Moved f) to point b) for better clarity	USA
Where there is a deadlock in the standards development, the chairperson should consider acting as a facilitator or appointing a facilitator in agreement with the relevant Codex committee, working during a session or between sessions to work with Members to reach consensus. The facilitator should <del>orally</del> report on the activity undertaken and the outcome of the facilitation to the plenary.  Such work may report as a working document or a CRD. For example, "Friends of the Chair" meeting established by CAC33 reported back to CAC 34 in writing (CX/CAC 11/34/3-Add.2).	Japan
<b>3.5 Guidelines on physical working groups</b>	
3.5 (PWGs) and 3.6 (EWGs) could be combined into a single "Guidelines for Working Groups" document. This would streamline procedures for both modalities, especially given the increasing convergence of physical and virtual work methods.	Iran
This section's terminology is not clear with the use of "host" and whether it refers to the host of the working group or the host country of the committee, and needs review. The United States proposes clarifying that the "host" is the "working group host" where appropriate.	USA
<del>Physical w</del> Working orking groups (PWGs) should be ad hoc, open to all Members <del>and Observers</del> , take into account the problems of developing country participation, and only be established where there is consensus in the committee to do so and other strategies have been considered.  To avoid mix up PWG and EWG (or other form of WG), the term "physical working groups(PWGs)" should be used instead of simply "working groups" in this section.	Japan
Working groups should be ad hoc, open to all Members <del>and Observers</del> , take into account the problems of developing country participation, and only be established where there is consensus in the committee to do so and other strategies have been considered.  Se apoya, ya que aporta inclusividad y transparencia.	Chile
Section 1.2: <u>Rules of procedure of the Codex Alimentarius Commission</u> and the guidelines governing the work of a Codex committee shall apply, <i>mutatis mutandis</i> , to the <del>working groups</del> PWGs this committee establishes, unless stated otherwise in these guidelines. <sup>4xxiv</sup>	Japan
Section 3.4: <u>Guidelines on physical working groups</u> PWGs (hereinafter, "working groups") established by Codex committees as described in these guidelines apply also to those established by regional coordinating committees and by Codex ad hoc intergovernmental task forces.	Japan
<b>Composition of working groups</b>  Thailand proposes the deletion of this paragraph as the practices described therein are outdated and no longer reflect the current approaches.	Thailand

<b>Composition of <del>working groups</del> PWGs</b>	<b>Japan</b>
<b>Membership</b>	<b>Thailand</b>
<del>Membership of a working group is notified to the chairperson of the Codex committee and to the host country secretariat of the committee.</del>	<b>Thailand</b>
Membership of a <del>working group</del> PWG is notified to the chairperson of the Codex committee and to the host country secretariat of the committee.	<b>Japan</b>
<del>When establishing a working group, a Codex committee should ensure, as far as possible, that the membership is representative of the membership of the Commission.</del>	<b>Thailand</b>
When establishing a <del>working group</del> PWG, a Codex committee should ensure, as far as possible, that the membership is representative of the membership of the Commission.	<b>Japan</b>
<b>Observers</b>	<b>Thailand</b>
<b>Observers</b> <del>Observers should notify the chairperson of the Codex committee and the host country secretariat of the committee of their wish to participate in a working group. Observers may participate in all sessions and activities of a working group, unless otherwise specified by the committee Members.]</del>	<b>Thailand</b>
<b>Observers</b> Observers should notify the chairperson of the Codex committee and the host country secretariat of the committee of their wish to participate in a working group. Observers may participate in all sessions and activities of a working group, unless otherwise specified by the committee Members.]  Comment: Kenya notes that in para 126 there exists no guidance on the circumstances under which the committee members may deny participation of observers. Justification: The uncertainty of these circumstances may lead to unwarranted denial of observer participation.	<b>Kenya</b>
<b>Observers</b> Observers should notify the chairperson of the Codex committee and the host country secretariat of the committee of their wish to participate in a <del>working group</del> PWG. Observers may participate in all sessions and activities of a <del>working group</del> PWG, unless otherwise specified by the committee Members.]	<b>Japan</b>
<b>Observers</b> A Codex committee may decide that the <del>working group</del> PWGs will be managed by the host <del>government-country</del> secretariat, or by another Member of the Commission, having volunteered to undertake this responsibility and having been accepted by the committee (hereinafter "the host").	<b>Japan</b>
<b>Organization and duties</b> A Codex committee may decide that the working groups will be managed by the host <del>government-country</del> secretariat, or by another Member of the Commission, having volunteered to undertake this responsibility and having been accepted by the committee (hereinafter "the <del>working</del> group").	<b>USA</b>

group host"). To differentiate between committee host, EWG host, PWG host etc.	
<b>NEW PARA 98:</b> A Codex committee may also decide to appoint additional volunteer Members to assist the host in leading the work of the <u>working group PWG</u> (hereinafter "co-hosts"). Members should offer to operate as co-hosts only if they intend to take on a specific responsibility in co-leading the PWG.	<b>Japan</b>
<b>NEW PARA 98:</b> A Codex committee may also decide to appoint additional volunteer Members to assist the <u>working group</u> host in leading the work of the working group (hereinafter "co-hosts"). Members should offer to operate as <u>working group</u> co-hosts only if they intend to take on a specific responsibility in co-leading the PWG.	<b>USA</b>
<b>NEW PARA 98:</b> A Codex committee may also decide to appoint additional volunteer Members to assist the host in leading the work of the working group (hereinafter " <del>co-hosts</del> " " <u>working group co-hosts</u> "). Members should offer to operate as co-hosts only if they intend to take on a specific responsibility in co-leading the PWG.	<b>USA</b>
<b>NEW PARA 98:</b> A Codex committee may also decide to appoint additional volunteer Members to assist the host in leading the work of the working group (hereinafter "co-hosts"). Members should offer to operate as co-hosts only if they intend to take on a specific responsibility in co-leading the PWG.  Se apoya	<b>Chile</b>
<b>Chairperson</b> The [Chairperson] part(paragraphs 98-99) of the Section 3.5 PWG Guidelines is similar to the [Management] part(paragraphs 128-129) of the 3.6 EWG Guidelines. Therefore, Republic of Korea proposes aligning these two subtitles.	<b>Republic of Korea</b>
<b>PWG Chairperson</b> Better clarity	<b>USA</b>
The host is responsible for appointing the chairperson of the <u>working group PWG</u> . The co-hosts, if any, are responsible for appointing co-chairpersons to assist the chairperson in leading the work of the <u>working group PWG</u> .	<b>Japan</b>
The host is responsible for appointing the chairperson of the working group. The co-hosts, if any, are responsible for appointing co-chairpersons to assist the chairperson in leading the work of the working group. <b>NEW PARA:</b> The chairperson is responsible for facilitating discussions in a neutral and inclusive manner, ensuring that all views are heard and considered. In accordance with Section III.6 of the Codex Procedural Manual, the Chairperson shall promote transparency and consensus-building and guide the committee in reaching conclusions.  Better clarity so PWG chairs are aware of their responsibility	<b>USA</b>
The <u>working group</u> host is responsible for appointing the chairperson of the working group. The <u>working group</u> co-hosts, if any, are responsible for appointing <u>working group</u> co-chairpersons to assist the <u>working group</u> chairperson in leading the work of the working group.  Better Clarity	<b>USA</b>
The host is responsible for appointing the chairperson of the working group. The co-hosts, if any, are responsible for appointing co-chairpersons to assist the chairperson in leading the work of the working group.	<b>Chile</b>

Se apoya	
<b>Secretariat Conference services</b> While selecting of the appointee(s), the <u>working group</u> host and co-host(s) may consider applying, where relevant, the Codex criteria for the appointment of chairpersons. <sup>5xxv</sup>	USA
The host is responsible for providing all conference services, <del>as necessary, including such as the a secretariat and/or an assistant to the chairperson</del> , for the <u>working group PWG</u> and should meet all the requirements agreed upon by the committee, when the <u>working group PWG</u> was established.	Japan
The host <u>country secretariat of the committee</u> is responsible for providing all conference <del>services, services as necessary, including such as for the working group and should meet all the requirements agreed upon by the committee, when the working group was established, unless other arrangements have been made. the a secretariat and/or an assistant to the chairperson</del> , for the working group and should meet all the requirements agreed upon by the committee, when the working group was established. In line with general comment	USA
The host is responsible for providing all conference services, <del>as necessary, including such as the a secretariat and/or an assistant to the chairperson</del> , for the working group and should meet all the requirements agreed upon by the committee, when the working group was established. Who are the Chairperson's assistants?	Russian Federation
The host is responsible for providing all conference services, <del>as necessary, including such as the a secretariat and/or an assistant to the chairperson</del> , for the working group and should meet all the requirements agreed upon by the committee, when the working group was established. Se apoya, es una adaptación a realidad operativa actual.	Chile
<b>Duties and terms of reference</b> The terms of reference of the <u>working group PWG</u> shall be established by the committee during its plenary session, shall be limited to the immediate task at hand and normally shall not be subsequently modified.	Japan
The terms of reference shall clearly state the objective(s) to be achieved by the establishment of the <u>working group PWG</u> and the language(s) to be used. Interpretation and translation services should be provided in all languages of the committee, unless decided otherwise by the committee.	Japan
The terms of reference shall clearly state the time frame by which the work is expected to be completed. The proposals/recommendations of a <u>working group PWG</u> shall be presented to the committee for consideration.	Japan
The <u>working group PWG</u> shall be dissolved after the specified work has been completed or when the time limit allocated for the work has expired or at any other point in time, if the Codex committee which has established it, so decides.	Japan
No decision on behalf of the committee, nor vote, either on point of substance or of procedure, shall take place in <u>working groups PWGs</u> .	Japan
<b>Date</b>	Japan

<p>A session of a <u>working-group-PWG</u> may be held at any time, <u>either</u> between two <del>sessions</del> sessions, or in conjunction with <del>the-a</del> a session of the committee, which has established it. <u>In the latter case, it may be held immediately before or during the session of the committee. A PWG held during the session of the committee is referred to as an in-session working group (IWG).</u></p> <p>Japan proposes an addition to this paragraph in line with the current practice regarding physical working groups. Given the fact "in-session working group" is commonly held, the term should be explicitly used in the Guidelines.</p>	
<p>When convened between two sessions of the committee, the session of the working group should be scheduled as to allow the <u>working-group-PWG</u> to report to the committee well in advance of the next meeting so that countries and other interested parties, that were not members of the working group, can comment on the proposals that the working group might put to the committee.</p>	Japan
<p>When convened between two sessions of the committee, the session of the <u>working-group-PWG</u> should be scheduled as to allow the working group to report to the committee well in advance of the next <del>meeting-session</del> so that countries and other interested parties, that were not members of the <u>working-group-PWG</u>, can comment on the proposals that the <u>working-group-PWG</u> might put to the committee.</p>	Japan
<p>When convened between two sessions of the committee, the session of the working group should be scheduled as to allow the working group to report to the committee well in advance of the next meeting so that <del>countries-Members</del> and <del>other interested parties</del> <u>Observers</u>, that were not members of the working group, can comment on the proposals that the working group might put to the committee.</p> <p>For clarity</p>	USA
<p>When convened <del>during in conjunction with</del> a session of a committee, a working group should be scheduled so as to allow participation of all delegations present at the session.</p> <p>Agree, the word in conjunction with a session of the committee could cover both PWG prior to plenary as well as in-session or intersession PWG.</p>	Malaysia
<p>When convened <del>during in conjunction with</del> a session of a committee, a <u>working-group-PWG</u> should be scheduled so as to allow participation of all delegations present at the session.</p>	Japan
<p><b><u>Working-group-PWG</u> notification and provisional agenda</b></p>	Japan
<p>Sessions of a <u>working-group-PWG</u> shall be convened by the chairperson designated by the host.</p>	Japan
<p>If the <u>working-group-PWG</u> is scheduled between two sessions of the committee, a notice of the <u>working-group-PWG</u> meeting and provisional agenda shall be prepared, translated, and distributed by the host. It shall be issued to all Members and Observers who have expressed the willingness to attend the meeting. These documents should be distributed as far in advance of the meeting as possible.</p>	Japan
<p><b>Organization of work</b></p> <p>Written comments will be circulated to all concerned by the <u>working group</u> host <del>secretariat</del>.</p>	USA
<p><b>Preparation and distribution of <u>papers</u></b></p> <p>Republic of Korea would like to propose changing "papers" to "documents." : Preparation and distribution of documents</p>	Republic of Korea
<p>The <u>working group</u> host <del>secretariat</del> should <del>circulate-finalize</del> the <del>papers</del> documents at least two months before the opening of the session.</p>	USA

Better clarity. Also propose moving this paragraph down after the one currently below it.	
<del>Papers- Documents</del> for the session prepared by the participants should be sent to the <u>working group</u> host <del>secretariat</del> , in good time. Consider moving this paragraph above the previous one for better flow.	USA
<b>Conclusions</b> In order to ensure that guidelines for PWGs are aligned, the MSEU suggest that PWG should also make recommendations rather than conclusion, i.e. replacing below the terms “conclusions” with “recommendations”, like for EWGs.	European Union
The host <del>secretariat</del> should, as soon as possible after the end of the session of a <u>working group</u> <del>PWG</del> , send <del>a copy of</del> the final conclusions, in the form of either a discussion paper or a working document, and the list of participants, to the Codex Secretariat and to the host country secretariat of the committee.	Japan
The host <del>secretariat</del> should, as soon as possible after the end of the session of a working group, send <del>a copy of</del> the final conclusions, in the form of <del>either a discussion paper or a</del> working document, and the list of participants, to the Codex Secretariat and to the host country secretariat of the committee.  Japan proposes deleting these texts, as discussion papers are a type of "working documents." We propose adding definitions for both terms in Section 3.1. to clarify their relationship and ensure consistency of terminology throughout the Procedural Manual.	Japan
The <u>working group</u> host <del>secretariat</del> should, as soon as possible after the end of the session of a working group, send <del>a copy of</del> the final conclusions, in the form of either a discussion paper or a working document, and the list of participants, to the Codex Secretariat and to the host country secretariat of the committee.	USA
Conclusions of a <u>working group</u> <del>PWG</del> shall be made available electronically to all <del>CCPs Members</del> and Observers by the Codex Secretariat in time to allow full consideration of the <u>working group's</u> <del>PWG's</del> recommendations.	Japan
The Codex Secretariat should ensure that these conclusions are included in the distribution of <del>papers</del> <u>working documents or CRDs</u> for the next session of the Codex committee, <u>or CRDs for the ongoing session in case of IWG</u> .  In case the PWG is held immediately before the session, CRD is a better option and current practice in CCMAS etc.  The second change is intended to cover in-session working group that should report to the on-going committee	Japan
The <u>working group</u> <del>PWG</del> shall report, through its chairperson, on the progress of its work at the next session of the committee, which has established the <u>working group</u> <del>PWG</del> .	Japan

<b>3.6 Guidelines on electronic working groups</b>	
<p>Special efforts are needed to enhance the participation of developing countries in Codex committees, by increased use of written communications <b>and remote interactions</b>, especially through <b>the use of information and communications technology remote participation via email, Internet and other modern technologies</b>, in the work done between sessions of committees.</p> <p>Se apoya, ya que permite una mayor participación, en especial de los países en desarrollo.</p>	<b>Chile</b>
<p><b>[Composition of electronic working groups]</b></p> <p>Thailand proposes the deletion of this paragraph as the practices described therein are outdated and no longer reflect the current approaches.</p>	<b>Thailand</b>
<b>Membership</b>	<b>Thailand</b>
<del>Membership of an EWG is notified to the chairperson of the Codex committee and to the host country secretariat of the committee.</del>	<b>Thailand</b>
<del>When establishing an EWG, a Codex committee should ensure, as far as possible, that the membership is representative of the membership of the Commission.</del>	<b>Thailand</b>
<b>Observers</b>	<b>Thailand</b>
<del>Observers should notify the chairperson of the committee and the host country secretariat of the committee, of their wish to participate in a working group. Observers may participate in all the activities of an EWG, unless otherwise specified by committee members. }</del>	<b>Thailand</b>
<p>Observers should notify the chairperson of the committee and the host country secretariat of the committee, of their wish to participate in a working group. Observers may participate in all the activities of an EWG, unless otherwise specified by committee members.]</p> <p>Comment: Kenya notes that in para 126 there exists no guidance on the circumstances under which the committee members may deny participation of observers.</p> <p>Justification: The uncertainty of these circumstances may lead to unwarranted denial of observer participation.</p>	<b>Kenya</b>
<del>A Codex committees may decide that the EWG will be managed by the host <b>government country</b> secretariat, or by another Member of the Commission, having volunteered to undertake this responsibility and having been accepted by the committee (hereinafter "the <u>working group host</u>"). <b>The host should be notified of the participants in an electronic working group by Codex Members through their CCPs and by Observer organizations.</b></del>	<b>USA</b>
<b>NEW PARA 128.</b> A Codex committee may also decide to appoint additional volunteer Members to assist the <u>working group host</u> in leading work of the EWG (hereinafter " <del>co-hosts</del> " " <u>working group co-hosts</u> "). Members should offer to operate as <u>working group co-hosts</u> only if they intend to take on a specific responsibility in co-leading the EWG.	<b>USA</b>
<p><b>NEW PARA 128.</b> A Codex committee may also decide to appoint additional volunteer Members to assist the host in leading work of the EWG (hereinafter "co-hosts"). Members should offer to operate as co-hosts only if they intend to take on a specific responsibility in co-leading the EWG.</p> <p>We appreciate more information on co-hosting, especially the last part of the para. Referring to the handbook for EWGs we also note that the number of co-hosts should be limited, we would also like to see this reflected in the PM. The handbook could include more information/examples regarding "specific responsibilities". Especially now as members who are new to being chairs of EWGs are encouraged to</p>	<b>Norway</b>



take up the leadership of EWGs.	
<b>NEW PARA 128.</b> A Codex committee may also decide to appoint additional volunteer Members to assist the host in leading work of the EWG (hereinafter “co-hosts”). Members should offer to operate as co-hosts only if they intend to take on a specific responsibility in co-leading the EWG.  Se apoya, ya que permite una alineación con las directrices PWG	<b>Chile</b>
<b>Management</b>  The [Chairperson] part(paragraphs 98-99) of the Section 3.5 PWG Guidelines is similar to the [Management] part(paragraphs 128-129) of the 3.6 EWG Guidelines. Therefore, Republic of Korea proposes aligning these two subtitles.	<b>Republic of Korea</b>
The <u>working group</u> host is responsible for <del>appointing a chairperson to manage the management of the EWG for which it has been appointed.</del> The <u>working group</u> co-hosts, if any, are responsible for appointing co-chairpersons to assist the chairperson in leading work of the EWG.	<b>USA</b>
The host is responsible for <del>appointing a chairperson to manage the management of the EWG for which it has been appointed.</del> The co-hosts, if any, are responsible for appointing co-chairpersons to assist the chairperson in leading work of the EWG.  Se apoya, ya que permite una alineación con las directrices PWG	<b>Chile</b>
The business of an EWG is transacted exclusively by electronic <del>means</del> <u>means through the platform established by Codex.</u>  We propose to indicate Codex online forum is where the EWG should communicate as practiced and reflected in handbook for EWG, similar to para 137. To allow flexibility to the name of the platform, the text can be made general just to refer to a platform established by Codex, and not any electronic means.	<b>Malaysia</b>
<del>The business of an EWG is transacted exclusively by electronic means.</del>  Move this paragraph to the first sentence of “organization of work” with some modification	<b>Japan</b>
<del>DELETED The host is responsible for providing the secretariat of the EWG with all services needed for its functioning, including suitable information technology (IT) equipment, and should meet all the requirements agreed upon by the committee.</del>  Se apoya, ya que en la práctica opera en el foro Codex.	<b>Chile</b>
<b>NEW PARA 133:</b> Any cost associated with the work of the EWG e.g., in relation to interpretation and translation, is the responsibility of the EWG host(s).  Canada questions whether the words “interpretation and” should be retained. With paragraph 129 stating that work is conducted exclusively by electronic means, it is not clear what interpretation would be anticipated, unless this is intended to include the possibility of virtual meeting of the EWG.	<b>Canada</b>
<b>NEW PARA 133:</b> Any cost associated with the work of the EWG e.g., in relation to interpretation and translation, is the responsibility of the EWG <del>host(s)</del> <u>host(s) and co-host, as appropriate.</u>  Malaysia proposes editorial change - Not all cost of EWG is borne by the EWG host. Can agree with addition of the word “as appropriate”.	<b>Malaysia</b>
<b>NEW PARA 133:</b> Any cost associated with the work of the EWG e.g., in relation to interpretation and translation, is the responsibility of the	<b>Japan</b>



<p><b>EWG host(s).</b></p> <p>Japan would like to confirm whether the term “interpretation” is intended to refer to costs associated with virtual meetings of the EWG, such as the provision of simultaneous interpretation.</p>	
<p><b>NEW PARA 133:</b> Any cost associated with the work of the EWG e.g., in relation to interpretation and translation, is the responsibility of the <u>EWG-working group</u> host(s).</p>	<b>USA</b>
<p><b>NEW PARA 133:</b> Any cost associated with the work of the EWG e.g., in relation to interpretation and translation, is the responsibility of the EWG host(s).</p> <p>Se apoya</p>	<b>Chile</b>
<p><b>Invitation and electronic working group notice</b></p> <p>Supported.</p>	<b>Chile</b>
<p><b>Invitation and electronic working group notice</b></p> <p>Costa Rica propone agregar un texto como párrafo 135 bis que indique lo siguiente: El presidente nombrado por el país anfitrión como presidente del Gte en conjunto con el co-presidente si procede, son responsables de redactar la Invitación a participar en el GTe, la cual debe indicar:</p> <p>Párrafo 135 bis. El Presidente del GTE, designado por el país anfitrión, en conjunto con el Copresidente si corresponde, será responsable de la elaboración de la invitación para participar en el GTE. Esta invitación deberá contener, como mínimo, la siguiente información:</p> <ul style="list-style-type: none"> <li>a) El título del tema correspondiente al GTE;</li> <li>b) El nombre del Comité en el que se desarrolla el GTE;</li> <li>c) El número de la sesión del Comité en la que se aprobó la creación del GTE;</li> <li>d) El país que preside el GTE;</li> <li>e) El país que copreside el GTE, si corresponde;</li> <li>f) El idioma en que se llevará a cabo el GTE;</li> <li>g) Una descripción del mandato del GTE;</li> <li>h) El calendario previsto para el desarrollo del GTE;</li> <li>i) La dirección de correo electrónico de los contactos designados para realizar la inscripción;</li> <li>j) El plazo para la inscripción de los participantes;</li> <li>k) La indicación sobre si se utilizará o no una plataforma en línea para facilitar los trabajos del GTE;</li> <li>l) La solicitud de los nombres, cargos y direcciones de correo electrónico de todas las personas que participarán en el GTE, así como la designación de un representante oficial autorizado para presentar observaciones en nombre del Miembro u organización observadora.</li> </ul> <p>Justificación: la propuesta brinda mayor claridad acerca de quién es el responsable de redactar la invitación y cuál debe ser su contenido. De esta manera los miembros que lideran un Gte por primera vez cuenta con todas las instrucciones que corresponde.</p>	<b>Costa Rica</b>
<p><b>NEW PARA 136.</b> An invitation outlining the modalities by which an EWG operates and may be joined is to be prepared and distributed to all Members and Observers by the Codex Secretariat. This invitation shall include a request for the names, positions and email addresses of all the persons who will participate in the <del>EWG and the representative who is authorized to submit comments</del><u>EWG</u>.</p>	<b>Malaysia</b>

Malaysia generally agrees with the new paragraphs and it should be aligned guidance in the Codex EWG Handbook in which representative who is authorized to submit comments is only needed when there is more than one representative registered for the EWG. As such we propose to delete, the phrase "representative who is authorized to submit comments". It is sufficient for it to be reflected in New Para 137.	
<p><b>NEW PARA 136.</b> An invitation outlining the modalities by which an EWG operates and may be joined is to be prepared and distributed to all Members and Observers by the Codex Secretariat. This invitation shall include a request for the names, <u>positions official titles or positions, organization or country</u>, and email addresses of all the persons who will participate in the EWG and the representative who is authorized to submit commentsEWG.</p> <p>Japan proposes aligning the list of information requested in this paragraph with recent invitations to EWGs, which typically request the name, official title or position, organization or country, and email address of each participant. We also proposes deleting ", and the representative who is authorized to submit comments", as the representative is already included among the participants, and the role and designation of the representative is already set out in NEW PARA 137.</p>	<b>Japan</b>
<p><b>NEW PARA 136.</b> An invitation outlining the modalities by which an EWG operates and may be joined is to be prepared and distributed to all Members and Observers by the Codex Secretariat. This invitation shall include a request for the names, positions and email addresses of all the persons who will participate in the EWG and the representative who is authorized to submit comments, <u>as well as the deadline for provision of this information</u>.</p> <p>We propose this phrase to better reflect current practices.</p>	<b>Russian Federation</b>
<p><b>NEW PARA 136.</b> An invitation outlining the modalities by which an EWG operates and may be joined is to be prepared and distributed to all Members and Observers by the Codex Secretariat. This invitation shall include a request for the names, positions and email addresses of all the persons who will participate in the EWG and the representative who is authorized to submit comments.</p> <p>En concordancia con la propuesta planteada en el párrafo 135 bis, se propone la siguiente redacción para el párrafo 136.  NUEVO PÁRRAFO 136. La Secretaría del Codex distribuirá a todos los Miembros y Observadores la invitación para participar en el GTE.  Justificación: En la práctica, son los países líderes del GTE quienes redactan la invitación y la Secretaría del Codex es responsable de distribuirla a los miembros.</p>	<b>Costa Rica</b>
<p><b>NEW PARA 137.</b> Responses to the invitation shall be notified by Codex contact points <u>of Member Nations</u> and <u>by of</u> Observer organizations for approval to the designated contact(s) for registration. When a Member <u>Nation</u> or an Observer organization registers several participants, they shall designate one <u>participant</u> as their official representative who is authorized to submit comments on their behalf to the EWG.</p> <p>Editorial changes similar to those captured above</p>	<b>Canada</b>
<p><b>NEW PARA 137.</b> Responses to the invitation shall be notified by Codex contact points and by Observer organizations for approval to the designated contact(s) for registration. When a Member or an Observer organization registers several participants, they shall designate one as their official representative who is authorized to submit comments on their behalf to the EWG.</p> <p>Supported.</p>	<b>Chile</b>
A notice indicating when the EWG starts to operate and a programme of work shall be prepared, translated <u>into the official working languages of the EWG, if any</u> , and distributed by the <u>working group</u> host to all Members and Observers who have expressed the willingness to contribute.	<b>USA</b>
A notice indicating when the EWG starts to operate and a programme of work shall be prepared, translated <u>into the official working languages of</u>	<b>Russian</b>

<p>the EWG, if any, and distributed by the host to all Members and Observers who have expressed the willingness to contribute.</p> <p>It is unclear, whether "if any" refers to the "official working languages of the EWG", meaning that "if the EWG has official working languages". However usually EWGs have working languages. We believe it is better to delete this phrase</p>	Federation
<p>A notice indicating when the EWG starts to operate and a programme of work shall be prepared, translated into the official working languages of the EWG, if any, and distributed by the host to all Members and Observers who have expressed the willingness to contribute.</p> <p>Supported.</p>	Chile
<p>The circulation of drafts and calls for comments are the responsibility of the host. They are to be made available by electronic means such as an online collaborative through the platform established by Codex. shall include a request for the names, positions, and email addresses of all the persons willing to contribute to the business of the EWG.</p> <p>We propose to indicate Codex online forum is where the EWG should communicate as practiced and reflected in handbook for EWG, similar to para 129. To allow flexibility to the name of the platform, the text can be made general just to refer to a platform established by Codex, and not any electronic means.</p>	Malaysia
<p><u>NEW PARA. All communications within the EWG shall be conducted using the electronic means set out in the invitation prepared in accordance with NEW PARA 136.</u> The circulation of drafts and calls for comments are the responsibility of the host. They are to be made available by electronic means such as an online collaborative platform shall include a request for the names, positions, and email addresses of all the persons willing to contribute to the business of the EWG.</p> <p>Japan proposes adding a new paragraph at the beginning of this section to clarify that all communications throughout the EWG shall be conducted using the consistent electronic means specified in the invitation. This would help ensure that the "electronically" in the subsequent paragraphs are clearly understood and interpreted in a consistent manner.</p>	Japan
<p>The circulation of drafts and calls for comments are the responsibility of the host. They are to be made available to all EWG participants by electronic means such as an online collaborative platform shall include a request for the names, positions, and email addresses of all the persons willing to contribute to the business of the EWG.</p> <p>It's important that these documents are available to all EWG participants</p>	Russian Federation
<p>The circulation of drafts and calls for comments are the responsibility of the host. They are to be made available by electronic means such as an online collaborative platform shall include a request for the names, positions, and email addresses of all the persons willing to contribute to the business of the EWG.</p> <p>Supported.</p>	Chile
<p>Comments from participants should be submitted exclusively by electronic means. These submissions shall be circulated made available electronically to all concerned by the host host the participants of the EWG.</p>	USA
<p><del>All participants should be made aware of the materials contributed by all others.</del></p> <p>Text is already covered in paragraph directly above.</p>	USA
<p><b>Preparation and distribution of materials documents</b></p>	USA

This reflects what is in the PWG text	
<del>Materials- Documents</del> should be sent to the host <del>secretariat</del> , in good time.	<b>USA</b>
<del>The host is responsible for the distribution of a</del> All the materials submitted by a participant during the business of the EWG <del>should be available</del> to all other participants of the EWG. We propose removing Paragraph 142 due to redundancy with Paragraph 138. Paragraph 138 describe the electronic modality but not in 142.	<b>Malaysia</b>
Attention should be given to constraints of a technical nature <del>(file sizes and formats, limited bandwidth, etc.)</del> and special care should be taken to ensure the widest distribution of all the available materials. Canada believes it may be useful to keep the examples in the bracket for clarity as “technical” could be interpreted as scientific knowledge.	<b>Canada</b>
As soon as possible after the end of the business of an EWG, the host <del>secretariat</del> should send <del>a copy of</del> the final <del>conclusions report and its recommendations</del> in the form of <del>either a discussion paper or a working document and of document, together with either</del> the list of participants <del>or the list of countries and organizations,</del> to the <del>Joint FAO/WHO</del> Codex Secretariat and to the host country secretariat of the committee. Japan suggests allowing flexibility in the form of participation reporting, by permitting either a list of individual participants or a list of the countries and organizations that participated, in line with the current practice.	<b>Japan</b>
As soon as possible after the end of the business of an EWG, the <del>working group</del> host <del>secretariat</del> should send <del>a copy of</del> the final <del>conclusions report and its recommendations</del> in the form of either a discussion paper or a working document and of the list of participants to the <del>Joint FAO/WHO</del> Codex Secretariat and to the host country secretariat of the committee.	<b>USA</b>
The <del>conclusions recommendations</del> of an EWG and the list of participants shall be <del>distributed-made available to CCPs all Members and Observers-Observers as part of the EWG report- participating in the EWG.</del> by the <del>Joint FAO/WHO</del> Codex Secretariat in time to allow full consideration of the EWG's recommendations. Thailand observes that the addition of the proposed text “as part of the EWG report” may cause confusion, as it could interpret to the recommendations of the EWG and the list of participants which are part of the EWG report. We recommend CCGP to consider amending the text to improve clarity, for example “The recommendations of an EWG and the list of participants shall be made available to all Members and Observers participating in the EWG”.	<b>Thailand</b>
The <del>conclusions recommendations</del> of an EWG <del>and-with either</del> the list of participants <del>or the list of countries and organizations</del> shall be <del>distributed made available to CCPs all Members and Observers as part of the EWG report</del> by the <del>Joint FAO/WHO</del> Codex Secretariat in time to allow full consideration of the EWG's recommendations. Japan proposes deleting these texts, as discussion papers are a type of "working documents." We propose adding definitions for both terms in Section 3.1. to clarify their relationship and ensure consistency of terminology throughout the Procedural Manual.	<b>Japan</b>
The <del>conclusions recommendations</del> of an EWG and the list of participants shall be <del>distributed-made available to CCPs all Members and Observers as part of the EWG report</del> by the <del>Joint FAO/WHO</del> Codex Secretariat in time to allow full consideration of the EWG's recommendations. In order to ensure that guidelines for PWGs are aligned, the MSEU suggest that PWG should also make recommendations rather than conclusion, i.e. replacing the term “conclusions” with “recommendations”, like for EWGs.	<b>European Union</b>

The ~~conclusions~~ recommendations of an EWG and the list of participants shall be ~~distributed~~ made available to ~~CCPs~~ all Members and Observers as part of the EWG report by the ~~Joint FAO/WHO~~ Codex Secretariat in time to allow full consideration of the EWG's recommendations.

We would prefer that all EWGs only list member countries and names of NGOs as they appear online (Codex web page), not specific names of "delegates". Could this be expressed more specifically?

**Norway**