

CODEX ALIMENTARIUS COMMISSION



Food and Agriculture
Organization of the
United Nations



World Health
Organization

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Agenda Item 1

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JOINT FAO/WHO FOOD STANDARDS PROGRAMME CODEX ALIMENTARIUS COMMISSION

Forty-seventh Session

Geneva, Switzerland, CIG

25 - 30 November 2024

METHODS OF WORK FOR THE 47TH SESSION OF THE CODEX ALIMENTARIUS COMMISSION

Prepared by the Codex Secretariat

I. Introduction

1. Members of the Codex Alimentarius Commission (CAC) will be invited to endorse procedures outlined in this document under Item 1 "Adoption of the agenda" of the 47th Session of the Codex Alimentarius Commission (CAC47).
2. These procedures reflect the outcome of the informal consultations held by the Chairperson of CAC with Codex Members, through the Coordinators, in July 2024.
3. The report of the 47th Session of the Codex Alimentarius Commission will record the Commission's consensus on the modalities for the Session outlined in this document.

II. Conduct of the debate

4. CAC47 will be convened in a hybrid modality with both physical presence at the International Conference Centre in Geneva and participation through the Zoom videoconferencing platform. The plenary session will be webcasted live on the FAO Webcast platform.
5. Members and Observers will be permitted to make oral interventions on any agenda item of CAC47 remotely. The aim of providing the opportunity for Members and Observers to make oral interventions remotely is to provide greater flexibility for participation in line with requests made by Members, permitting a reduction in the size of their respective delegations, and enhancing transparency and inclusivity.
6. Members and Observers attending the meeting virtually will be given equal accessibility and capability inside the Zoom meeting platform. However, only Member delegations present physically in the plenary will be permitted to vote by secret ballot. Therefore, all Members should ensure that they have at least one delegate present in person in order to participate in all decision-making modalities of the Commission.
7. Remote participation will be enabled through the Zoom videoconferencing platform and connection details will be provided to those Members and Observers who have indicated in their registration that they would like to participate remotely. The Zoom meeting will be displayed in the meeting room so that participants attending CAC47 physically will be able to see and listen to the participants attending the meeting virtually, and vice versa.
8. All interventions should be made by the Head of Delegation. If the Head of Delegation is participating remotely, then they should request the floor via the raise hand function on Zoom. Requests for the floor from Heads of Delegation participating remotely will be added to the Chairperson's speaker list directly by the Codex Secretariat.
9. Observers may choose to be present in-person or remotely, or both.

III. Other Matters

10. All documents for the Session are prepared and uploaded onto the Codex webpage by the Secretariat, as per established practice, in all six official languages of the United Nations. A provisional timetable is published on the CAC47 webpage.
11. Interventions by Members and Observers will be limited to a maximum of two minutes. The Chairperson will enforce such time management.

12. Members will normally be given the floor before Observers, and in the order they request the floor.
13. The time zone applicable to CAC47 will be the time of the venue, i.e. Central European Time (UTC +1). The meeting will be scheduled from 10.00 to 13.00 hours in the morning, and from 15.00 to 18.00 hours in the afternoon. If needed, an evening session will be convened from 18.00 to 21.00 hours in the evening of Wednesday 27th November.
14. Simultaneous interpretation in all six official languages of the United Nations will be provided for all plenary sessions of CAC47.