

MINUTES OF THE FIRST MEETING OF THE EXECUTIVE COMMITTEE
OF THE CODEX ALIMENTARIUS COMMISSION

held in the Queen Juliana Room, FAO Headquarters
Rome, Wednesday evening, 3 July 1963

Members present:

Dr. John L. Harvey (USA), Chairman
Prof. Dr. M.J.L. Dols (Netherlands), Vice-Chairman
Mr. H. Doyle (New Zealand), Vice-Chairman
Mr. I.H. Smith (Australia), elected member
Mr. H.V. Dempsey (Canada), elected member
Mr. G. Kermode (United Kingdom), elected member

Secretariat:

Messrs. K.V.L. Kesteven)
" F.H. Townshend) (FAO)
" S. Hansen)
" C. Agthe) (WHO)

Terms of reference:

In addition to its general terms of reference under Rule III,2 of the Commission's Rules of Procedure, the Executive Committee was specifically requested by the Commission (1) to review and approve the Commission's budget, (2) to revise the principles for Expert Committees laid down by the Commission, (3) to propose to the Directors-General of FAO and WHO a date for the Second Session of the Commission.

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The following matters were considered:

- 1) The Executive Committee recommended that the Second Session of the Commission should be held at WHO Headquarters in Geneva in September/October 1964, care being taken to avoid coincidence with other meetings in the same field, especially the annual meeting of AOAC. The Secretariat was requested to inform the Executive Committee as soon as a date had been agreed on with WHO.
- 2) The Executive Committee recommended that the Director-General should give favourable consideration to any request that might be made by the coordinator for Europe to hold a meeting of the Advisory Group for Europe, subject to review of the proposed agenda. It might also be useful to foresee a meeting of this group on the day prior to the opening of the second session to allow non-European countries to attend as observers without difficulty.
- 3) The Executive Committee requested that the following item on the phasing of datelines for Government comments be included as an addendum to the Report of the First Session of the Commission on the assumption that the Commission's Report would be officially dispatched to Governments in early August. Government comments should be requested to be sent to the Secretariat not later than 1 February 1964. This should allow sufficient time to Governments and to the Secretariat to translate and dispatch comments received well before the second session of the Commission and in any case not later than two months before that date. Government comments received too late for translation and official processing should be distributed in the original language only to national Codex contact points, but no official distribution should be attempted. For each official dispatch of documents a secretariat letter would be sent to national Codex contact points advising them of this fact.
- 4) As requested by the Commission, the Executive Committee fixed 1 October 1963 as the latest date for countries to indicate the Secretariat their intention to participate in one or more of the Expert Committees which had been set up to prepare draft standards. Whilst countries might join in the work of an Expert Committee at a later date, failure to adhere to the dateline given might prejudice the possibility of participating from the beginning. Expert Committees should also be requested to send to the Secretariat copies of all circulars and documents they issue. Expert Committees should in particular consult with the Secretariat before fixing the dates of their meetings so as to avoid overlap. The Secretariat was requested to circulate periodically to national Codex contact points the calendar of meeting dates so fixed. The Executive Committee further agreed to the suggestions set out in document ALINORM/63/LIM/5 for the use of Expert Committees but drew attention to the need to use the title "Guiding Principles for Expert Committees" when including them in the Report of the First Session.

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- 5) In completing the phrase "The Commission had before it the following material" found in the Commission's draft Report, the Executive Committee requested the Secretariat to refer there to the titles and main subtitles of the background papers used by the Commission in each case, together with their originators.
- 6) The Executive Committee agreed in principle with a proposal by Professor Dole for the establishment of a small Trust Fund for extra publication costs should the program in future be carried on the Regular Budgets of FAO and WHO, but felt detailed consideration could be left till a later date.
- 7) The Secretariat was requested to revise document ALINORM/63/9 "Guide to the preparation of standards for the Codex", to take into account the findings of the Commission and to circulate the draft to the members of the Executive Committee. When so doing, the Secretariat was asked to indicate a reasonable date line after which, if no comments should be received, the text could then be taken as approved. The Executive Committee felt this "Guide", prepared in simple duplicated form, could be extremely useful both to the Expert Committees and others interested in the Commission's work. When available for distribution national Codex contact points should be informed and asked how many copies they required.
- 8) The Executive Committee decided not to approach the Latin-American Food Council at this stage concerning the increased participation by Latin-American Governments which it desired to achieve, but rather requested the Secretariat to approach these Governments in the first instance through resident representatives and experts of FAO and WHO in Latin-America.
- 9) The Executive Committee felt it was extremely important to encourage interest on the part of developing countries in the work of the Commission. It requested the Secretariat of FAO and WHO to contact the Governments concerned through resident representatives and experts in the field. In particular the Executive Committee hoped thereby to encourage participation by these countries in expert groups working on draft standards of interest to them e.g. the Expert Committees on Cocoa and on Fats, to the advantage of both exporting and importing countries alike.
- 10) In accordance with a mandate received from the Commission, the Executive Committee examined the Trust Fund Budgets for the Commission's work for the years 1963 and 1964 as set out in Appendices B and C of document ALINORM 63/10*. The Executive Committee endorsed these two budgets without qualification as appropriate for the implementation of the anticipated work load and requested the Secretariat to state the total annual sums involved in the Commission's Report, together with a request to Governments to contribute to the Trust Fund. The Executive Committee would review the financial requirements of the program in a year's time in the light of its development.

* as amended by the Commission, see para 72 of its Report

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Since one delegate had questioned the grading of the post of Officer in charge of the Food Standards Program, the Executive Committee wished to state that it unanimously endorsed the Director-General's proposals that this post should be graded P-5 as from 1 August 1963 in accordance with the Budget submitted to it.

- 11) A second meeting of the Executive Committee was foreseen in the Spring of 1964 in Washington. The Chairman would review in the New Year the possible need for this meeting in the light of developments. The Chairman recalled in this connection that although elected members of the Executive Committee could appoint substitutes, the Vice-Chairmen of the Commission were appointed in their personal capacity and could not therefore appoint substitutes.

These minutes are hereby approved:

(John L. Harvey)
Chairman, Executive Committee

Washington, 12 July 1963