

APPROACH AND CRITERIA FOR EVALUATION AND PRIORITIZATION OF THE WORK OF CCFL

Purpose:

1. The following guidelines are established to assist the CCFL to identify, prioritize and efficiently carry out its work, as needed, when there are multiple new work proposals to consider.

Scope:

2. These guidelines apply to new work proposed to the CCFL and lays down criteria and a process for evaluating the priority of new work proposals, including the revision of current texts.
3. These criteria and process have been developed in addition to the “Criteria for the establishment of work priorities” applicable to general subjects as outlined in the *Procedural Manual*¹. The additional criteria have been developed, taking into account the mandate of the Codex Alimentarius Commission, the priorities outlined in the Codex Strategic Plan, and the general principles of food labelling included in the *General standard for the labelling of pre-packaged foods* (CXS 1-1985).

Additional criteria for evaluating and prioritizing new work

4. The following are the additional criteria against which the new work to be undertaken in CCFL may be assessed, including both positive and negative impacts:

Criterion	Further information	Rating
Relevance to CCFL mandate	Does the proposed new work fit within the terms of reference of CCFL?	Yes/No/Partially
Impact on consumer health	Potential of proposed new work to prevent, reduce or resolve a consumer health risk	High Medium Low
Addresses false, misleading or deceptive labelling practices	Potential of the proposed new work to prevent, reduce or resolve false, misleading or deceptive labelling practices	High Medium Low
Impact on consumer’s ability to make an informed choice	Potential of the proposed new work to assist the consumer in making an informed choice	High Medium Low
Impact on international trade	Potential of the proposed new work to promote fair practices in international trade	High Medium Low

Process for evaluating and prioritizing new work

5. As with normal Codex procedures, new work proposals should be presented to CCFL in the format of a project document addressing the criteria given under the “Criteria for establishment of work priorities” for general subjects in the *Procedural Manual*.
6. Additionally, the proposal should preferably also include a self-assessment, including supporting rationale and references, that takes into account the additional criteria outlined in this document. If applicable, the new work proposal may also describe how it addresses internationally identified public health risks related to food safety, health or nutrition.²
7. New work proposals should also indicate work underway or planned by other committees on related topics, and, where possible, whether the work, if approved to commence, would likely lead to preparation of a new Codex text or revision of an existing Codex text.
8. Based on the amount of work on the Committee’s agenda and the number of new work proposals, the Committee may decide to establish an *ad hoc* working group with the terms of reference to evaluate and prioritize new work proposals and tasked to make recommendations to CCFL. The *ad hoc* working group could take place during CCFL as an in-session working group, open to all interested Members and Observers.
9. The CCFL has the responsibility to prioritize new work proposals following the process outlined above, taking into account the self-assessment in the new work proposals and/or recommendations of the *ad hoc* working

¹ *Procedural Manual*, Section 2 Elaboration of codex standards and related texts; Criteria for the establishment of work priorities

² Identify the internationally identified public health risk and describe how the proposed new work can address the risk, within the mandate of CCFL. For example: WHA66.10: World Health Organization - Global action plan for the prevention and control of Noncommunicable diseases (NCDs) 2013–2020 – Reduction of global population’s intake of salt by 30% by 2025

group.

10. The Committee may reassess the priority of a new work proposal if new information becomes available relating to that proposal. Such information may be submitted for consideration and the priority for the new work proposal reconsidered.
11. Ideally, the additional criteria should be applied in a stepwise manner, in the order set out in the criteria table above. If the Committee decides that a proposed work does not fall under the terms of reference of CCFL, then the remaining criteria do not need to be assessed.
12. New work proposals will ultimately be prioritized as per the evaluation received through this prioritization process. Additional criteria, such as feasibility of the proposed new work, may be necessary and developed later for application while considering two or more items of similar priority.
13. The CCFL will maintain the inventory of future work and emerging issues discussion paper that will include all potential work items relevant to CCFL. The inventory paper will be kept current at every session with a different Codex member taking on responsibility each time.