



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

**Meeting proceedings
FAO national training workshop on
strengthening food safety standard setting and enhancing
effective participation in Codex activities**

21 – 23 November, 2017
Nha Trang City, Viet Nam



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Conducted under the FAO project
“Support for capacity building for international food safety and
implementation in ASEAN countries”
(GCP/RAS/295/JPN)

MAFF

**Ministry of Agriculture,
Forestry and Fisheries**

JAPAN

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Contents

| | |
|--|-----|
| Acknowledgements..... | iv |
| Abbreviations and acronyms | v |
| Executive summary | vii |
| Background | 1 |
| Highlights of the training workshop | 1 |
| 1 st day (21 November 2017)..... | 1 |
| 2 nd day (22 November 2017)..... | 2 |
| 3 rd day (23 November, 2017) | 2 |
| Conclusion and recommendations | 4 |
| Annex 1. Program of activities | 5 |
| Annex 2. Pre-test and post-test questionnaire..... | 8 |
| Annex 3. List of participants..... | 9 |

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Abbreviations and acronyms

| | |
|-----------|--|
| CAC | Codex Alimentarius Commission |
| FAORAP | Food and Agriculture Organization of the United Nations Regional Office for Asia and the Pacific |
| JECFA | Joint FAO/WHO Expert Committee for Food Additives |
| JMPR | Joint FAO/WHO Expert Committee for Pesticide Residues |
| JEMRA | Joint FAO/WHO Expert Meetings on Microbiological Risk Assessment |
| JEMNU | Joint FAO/WHO Expert Meetings on Nutrition |
| WTO | World Trade Organization |
| MOH | Ministry of Health |
| MARD | Ministry of Agriculture and Rural Development |
| MOIT | Ministry of Industry and Trade |
| MOST | Ministry of Science and Technology |
| VNCC | Viet Nam National Codex Committee |
| VFA | Viet Nam Food Administration |
| NIFC | National Institute for Food Control |
| NIN | National Institute of Nutrition |
| DHA | Department for Animal Health |
| NAFIQAD | National Agro-Forestry-Fisheries Quality Assurance Department |
| QUATEST 3 | Quality Assurance and Testing Center 3 |
| PPD | Plant Protection Department |
| NCO | National Codex Organization |
| SPS | Sanitary and Phytosanitary |
| TBT | Technical Barriers to Trade |
| TC | Technical Committee |

Executive summary

The national training workshop on Enhancing Effective Participation in Codex Activities in Viet Nam was conceptualized as a Way Forward after the participation of Viet Nam Codex Office to the FAO Regional Training Workshop on Enhancing Effective Participation in Codex Activities in ASEAN Countries that was held on 30 August to 1 September, 2017 in Quezon City, Philippines.

The Training Workshop on Enhancing Effective Participation in Codex Activities was held on 21-23 November, 2017 in Liberty Central Hotel, Nha Trang City, Khanh Hoa province Viet Nam. The activity was jointly organized by the Ministry of Health, Viet Nam Food Administration in collaboration with the Food and Agriculture Organization of the United Nations- Regional Office for Asia and the Pacific (FAORAP).

The objectives of the training workshop were to provide participants with:

- enhanced understanding of the impact of Codex standards on international trade, structure and function of CAC, up-to-date information of recent Codex meetings, and food safety risk analysis
- opportunity to share knowledge and experience on current national Codex activities
- training on development of national/regional positions through mock sessions to enhance participants' capacity to contribute effectively to Codex work

The training workshop methodology consist of lectures, case studies, simulation-based sessions (mock session) and group work. Pre-test questionnaire was administered to the participants before the commencement of the training workshop to determine baseline knowledge on Codex activities. Post-test questionnaire was provided at the conclusion of the 3-day training workshop to determine knowledge uptake.

A total of forty seven (47) participants consisting of personnel from the food safety regulatory agencies of the Viet Nam Food Administration, Department for Animal Health, Plant Protection Department, TBT and SPS Enquiry Point Office and the private sector actively participated in the three-day training workshop. Viet Nam participants to the Codex training are also active members of different ministries, Viet Nam national Codex Committee members and stakeholders.

Comparative analysis of the result of the pre and post training examination revealed significant improvement in the knowledge and understanding of the participants on the subject matters. Further, 90% of the participants gave an excellent rating as to the quality of the workshop in general. Based on the mentioned parameters, the following initially identified objectives were met: (1)Enhanced knowledge on structure and function of CAC, latest meeting of CAC and impact of Codex standards on international trade (2)Enhanced understanding of risk analysis within the Codex framework and the role of scientific expert bodies (3)Participants trained on development of national/regional positions and (4)developed participants with the capacity and commitment to contribute effectively to Codex work.

Participants were appreciative of the mock session as this provided them with the knowledge and experience on how Codex plenary sessions are conducted. Majority of the participants suggested that a similar mock session trainings be conducted on how to prepare written comments and/or country positions and how to prepare new work proposals.

Background

The national training workshop on Enhancing Effective Participation in Codex Activities in Viet Nam was conceptualized as a Way Forward after the participation Viet Nam Codex Office to the FAO Regional Training Workshop on Enhancing Effective Participation in Codex Activities in ASEAN Countries that was held on 30 August to 1 September 2017 in Philippines.

The Training Workshop on Enhancing Effective Participation in Codex Activities was held on 21-23 November 2017, Nha Trang City, Khanh Hoa province, Viet Nam. The activity was jointly organized by the Viet Nam National Codex Committee and the Ministry of Health in collaboration with the Food and Agriculture Organization of the United Nations- Regional Office for Asia and the Pacific (FAORAP).

Mrs Nguyen Thi Minh Ha, Deputy Head of Viet Nam Codex Office served as the Focal Person for the organization of the training workshop. Efficient secretariat and logistical support for the training activity were provided by Viet Nam Codex Office and FAORAP.

Highlights of the training workshop

1st day (21 November 2017)

The Training Workshop on Enhancing Effective Participation in Codex Activities commenced with a ceremony in the morning of 21 November 2017. Dr Le Van Giang, Vice General Director of Viet Nam Food Administration, Ministry of Health, delivered opening remark and welcome participants to the training workshop.



Dr Le Van Giang, Deputy General Director of Viet Nam Food Administration is delivering opening remarks.

After the opening ceremony, the participants were asked to answer the pre-test questionnaire to gauge the level of knowledge and understanding of the participants on Codex activities.

Mrs Nguyen Thi Minh Ha introduced briefly on overview, objectives and methods of the training course. Annex 1 shows the Program of Activities.

A total 47 participants consisting of personnel from the food safety regulatory agencies of different ministries and related agencies concerning food safety and food standards and the private sector actively participated in the three-day training workshop. Viet Nam participants to the Codex training are also active members of different National Codex Organization Technical Committee and Sub-Committees. The list of participants to the training workshop can be seen on Annex 3.

Dr Masami Takeuchi of FAORAP presented the History of Codex and its objectives, its structure and functions as well as the Codex Committees and subsidiary bodies. She then discussed the WTO/SPS and TBT and its relationship to Codex and the impact of Codex standards on international trade. She also gave an overview of Codex meetings in 2016 and early 2017.

During the afternoon session, Dr Takeuchi continued with an overview of risk analysis. The following topics were covered in her presentation: Process and principles of risk analysis in Codex, steps of risk assessment (Hazard Identification, Hazard Characterization, Exposure Assessment and Risk Characterization), risk management, risk communication and the role of scientific expert bodies.

Dr Imelda Santos presented how to prepare for attendance to CAC Committee Meetings and how to prepare the national/regional position to Codex meetings.

Mrs Nguyen Thi Minh Ha presented Viet Nam National Codex Committee and Viet Nam participation in Codex Activities and Mrs Nguyen Thi Phuong Lan presented how to develop national technical regulation based on Codex Standards.

2nd day (22 November 2017)

Dr Maribel Marges, DA Consultant presented Guidance and suggestions on enhancing participation in Codex work and FAO Training Tool.

Dr Masami Takeuchi shared the experiences in organizing training workshop: Enhancing effective participation in Codex Activities which were held in Thailand and the Philippines.

Dr Imelda Santos taught the participants how to access the Codex Alimentarius Commission website and explained how to prepare for attendance to the CAC Committee meetings.

Ms Maribel Marges briefed the participants on how to prepare for the mock session. She instructed the participants to group themselves into five (Country A, B, C, D, and Observer) in preparation for the group exercises of preparing national/regional positions. The participants were then tasked to nominate the head of delegation for each group/country.

The groups were given specific tasks to prepare their respective country positions and develop proposals for new work in preparation for the mock plenary session. They were also instructed to conduct informal meetings between delegations during break time as part of simulating real Codex committee meetings.

3rd day (23 November, 2017)

During the first two days of the training workshop, the venue was arranged in a conference room set up. For the mock session activity, the room was arranged to simulate the conduct of the plenary session.

The Mock Plenary Session on Joint FAO/WHO Food Standards Programme Codex Committee on Fish and Fishery Products Thirty fifth Session was chaired by Dr Imelda Santos as Codex Chair, Dr Masami Takeuchi as Codex Secretariat, Dr Imelda Santos as Host Country, and Ms Maribel Marges as FAO/WHO representative.

Each group was represented by a head of delegation. The set-up of the mock session as to the seating of delegates and observers replicated the real Codex committee meetings.



Photos during the Mock Session, top to bottom: Codex Chair with Country Host, WHO representative, Codex Secretariat and FAO representative; Head of Country Delegations; Country delegates

At the end of the mock session, Dr Takeuchi expressed her appreciation for the warm involvement and participative attitude of the body during the mock session. The rest of the Codex Session panelists provided their comments and insights as to how well the participants carried out the activities of the mock session. The panelists also gave pointers on how to prepare for the session and how to articulate the country's comments on the agenda issues.

For the post workshop activity, the participants were instructed to answer the post-test questionnaire and training feedback evaluation form. Annex 2 show the results of the pre-test and post-test.

The training workshop was officially concluded with the distribution of certificates of appreciation and tokens for resource speakers and certificates of participation and USB files for the attendees.

Conclusion and recommendations

Comparative analysis of the result of the pre and post training examination revealed significant improvement in the knowledge and understanding of the participants on the subject matters. Further, 90% of the participants gave an excellent rating as to the quality of the workshop in general. Based on the mentioned parameters, the following initially identified objectives were met: (1)Enhanced knowledge on structure and function of CAC, latest meeting of CAC and impact of Codex standards on international trade (2)Enhanced understanding of risk analysis within the Codex framework and the role of scientific expert bodies (3)Participants trained on development of national/regional positions and (4)developed participants with the capacity and commitment to contribute effectively to Codex work.

Participants were appreciative of the mock session as this provided new NCO members and incoming Sub-Committee Chairs with the knowledge and experience on how Codex plenary sessions are conducted. Majority of the participants suggested that a similar mock session trainings be conducted on how to prepare written comments and/or country positions and how to prepare new work proposals.

Annex 1. Program of activities

| Tuesday 21 Nov. 2017 (Day 1) | | Remark |
|---|---|---|
| 08:00-09:00 | Registration/Morning Coffee | |
| 09:00 - 09:20 | Opening session <ul style="list-style-type: none"> • Welcome Remarks • Opening Remarks | <i>VFA leader FAO Representative in Viet Nam</i> |
| 09:20 – 09:30 | Group Photo Present for resource person | |
| 9:45 - 10:00 | Roll Call of Participants by Agency Overview, objectives and methods of the training course <i>The FAO Regional Training Workshop: “Enhancing Effective Participation in Codex Activities in ASEAN Countries”</i> | <i>Viet Nam Codex Office and Vietnamese Participants Resource person</i> |
| 10:00 -10:15 | Coffee Break | |
| The Codex Alimentarius Commission and Its Relevance to Food Trade | | |
| 10:15-11:15 | The Codex Alimentarius Commission <ul style="list-style-type: none"> - History of Codex and its objectives - Structure and Functions - Codex Committees and subsidiary bodies CAC and International agreements governing food trade <ul style="list-style-type: none"> - WTO/SPS and TBT and relationship to Codex - The impact of Codex standard on international trade Codex meetings in 2016-2017 and outcome <ul style="list-style-type: none"> - Overview of Codex meetings in 2016 and early 2017 | <i>Codex Secretariat/Resource person</i> |
| 1115-1130 | Q and A and Discussion | |
| 11:30 – 12:30 | Lunch | |
| Risk Analysis in the framework of Codex | | |
| 1:00 – 2:00 | Overview of Risk Analysis <ul style="list-style-type: none"> - Risk analysis process and principle in Codex - Steps of risk assessment (Hazard identification, Hazard characterization, Exposure assessment, and Risk characterization) - Risk Management - Risk Communication - Role of Scientific expert bodies | <i>Masami Takeuchi, FAORAP Resource Person</i> |
| 2:00 – 2:20 | Risk Analysis <ul style="list-style-type: none"> - Historical Overview - Implementation Experiences: Practices, Strengths and Weaknesses - Way forward and requirements | <i>Resource person/FAO RAP</i> |
| 2:20 – 3:00 | Q and A and Discussion | |

| | | |
|--|---|---|
| 3:00 – 3:30 | Coffee Break | |
| Codex Activities in ASEAN | | |
| 3:30 – 4:15 | <p>Current status of implementing international standards at national level and ASEAN countries</p> <ul style="list-style-type: none"> - Analysis result of questionnaire <p>ASEAN's Approach on Codex and current state of implementation at national level</p> <ul style="list-style-type: none"> - ASEAN Harmonization on Food Safety Standards <p>Sharing of experiences from ASEAN</p> | <p><i>FAORAP Resource Person</i></p> <p><i>ASEAN Participant:</i></p> |
| 16:15-17:00 | <p>Current Process and Status of Adopting and Implementing Codex Standards in Viet Nam</p> <ul style="list-style-type: none"> • For Processed Food | <p><i>Resource Person from VFA - MOH</i></p> |
| Wednesday, 22 Nov. 2017 (Day 2) | | |
| Effective Participation in Codex work | | |
| 9:00-9:45 | <p>Participation in Codex work</p> <ul style="list-style-type: none"> - How to develop new work proposals for setting Codex standards - How to develop project document/discussion paper - Process of plenary session | <p><i>Resource person from Codex/FAO/WHO</i></p> |
| 9:45-10:30 | <ul style="list-style-type: none"> - Viet Nam National Codex Committee | <p><i>Resource person from Viet Nam</i></p> |
| 10:30-11:00 | Coffee Break | |
| 11:00-12:30 | <p>Developing Regional Positions/ Written Comments [Case studies]</p> <ul style="list-style-type: none"> - Development of regional positions | <p><i>Resource person</i></p> |
| 12:30-13:30 | Lunch | |
| Mock Session | | |
| 13:30-14:30 | <p>Introduction to the Codex Alimentarius Commission Website</p> <ul style="list-style-type: none"> - How to access the CAC website - How to prepare for attendance to the CAC Committee Meetings. | <p><i>Resource person</i></p> |
| 14:30-15:30 | Preparations for the Mock Session | <p><i>Masami Takeuchi, FAORAP Resource Person</i></p> |
| 15:30-16:00 | Coffee Break | |
| 16:00-17:00 | <p>Mock Session:</p> <ul style="list-style-type: none"> - Preparing national/ regional positions [Group Exercise] <p><i>Trainers for 5 groups: (Country A, B, C, D, Private Sector)</i></p> <p><i>5 delegations attending the Codex Meeting</i></p> | |
| Thursday 23 Nov. 2017 (Day 3) | | |
| Mock Session, cont. | | |

| | | |
|-------------|---|--|
| 09:00-10:00 | Mock session: <ul style="list-style-type: none"> - Preparing national/ regional position - Informal Meeting between delegations + Exchange of views with other delegations [Group Exercise] | |
| 10:00-10:30 | Coffee Break | |
| 10:30-12:00 | Mock session: Plenary of Codex Meeting Chair: Codex Secretariat: | |
| 12:00-13:00 | Lunch | |
| 13:30-15:30 | Mock Session: <ul style="list-style-type: none"> - Continuation of the plenary session of Specific Codex Committee - In-session Working Group <i>How to articulate your intervention when confronted with a specific trade concern?</i> <i>What specific language templates to use to articulate your positions?</i> <i>How to lobby/negotiate with your regional partners?</i> | |
| 15:30-15:45 | Coffee break | |
| 15:45-16:45 | Discussion/ Debriefing: Lessons learned from the Mock Session | Facilitated by Masami Takeuchi, <i>FAORAP</i> |
| 16:45-17:30 | Closing session <ul style="list-style-type: none"> • Summary of the training workshop • Closing remarks Distribution of Training Certificates | <i>Masami FAORAP</i> <i>VFA (Viet Nam National Codex Committee)</i> |

Annex 2. Pre-test and post-test questionnaire

| NAME | PRE- SCORE | POST-SCORE |
|------|------------|------------|
| LVT | 6 | 14 |
| BDA | 8 | 10 |
| DTT | 5 | 14 |
| NTPL | 10 | 12 |
| TQT | 10 | |
| NTNH | 5 | 13 |
| NHT | 6 | 12 |
| LMH | 8 | 12 |
| TTTH | 6 | 14 |
| DVT | 2 | 12 |
| DVY | 10 | 14 |
| PHH | 11 | |
| TTT | 6 | 10 |
| DBK | 8 | 13 |
| TTN | 6 | 10 |
| NTY | 10 | 12 |
| DQM | 3 | 9 |
| VVD | 11 | 13 |
| TH | 11 | 13 |
| VTT | 4 | 11 |
| LHV | 12 | n/a |
| NNH | 8 | 11 |
| HHH | 0 | 12 |
| VTKO | 5 | 11 |
| VTP | 8 | 13 |
| LTHY | 9 | 12 |
| TKC | 6 | 11 |
| HTTT | 8 | 11 |
| DTKC | 8 | 11 |
| LQP | 10 | 11 |
| PAH | 4 | 5 |
| HTN | 10 | 12 |
| TTTC | 10 | 12 |
| NTAH | 10 | 11 |
| NTQ | 3 | 10 |
| LQH | 11 | 12 |
| TTS | 3 | 12 |
| PTTS | 5 | 13 |
| NTTH | 7 | 11 |

Annex 3. List of participants

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