Title: Definition Change to § 1-201.10(B) - Equipment

Recommended Solution:
The Conference recommends that Issue I-001 be combined with Issue I-018, and that Issue I-001 be amended to reflect the language used in the recommended solution on Issue I-018.
Title: Food Code Definitions for "Food Establishment" and "Food Processing Plant"

Recommended Solution:
The Conference recommends the following changes to the 2005 Food Code that will, 1) correct the existing errors that state a Food Establishment and a Food Processing Plant must always be mutually exclusive of each other, and 2) describe more clearly what each type business does.

New or amended language:
Section 1-201.10 (B) Food Establishment.

(1) "Food Establishment"

Delete "vends, or otherwise provides food for human consumption:" and,

Add "or vends food directly to consumers:" So this provision would now read,

(1) "Food Establishment" means an operation that stores, prepares, packages, serves, or vends food directly to the consumer:

Then under section (3) where it reads

(3) "Food Establishment" does not include: Delete "(c) A food processing plant;" and Re-letter the sub-paragraphs (d) through (g) that remain.

Food Processing Plant.

Delete entire subparagraph (2) which reads, "Food Processing Plant" does not include a food establishment." and, since the subparagraph (1) designation is no longer needed, the definition would now read:

"Food Processing Plant" means a commercial operation that manufactures, packages, labels, or stores food for human consumption, and provides food for sale or distribution to other business entities such as food processing plants or food establishments.
Annex 3 - Public Health Reasons/Administrative Guidelines

Add to Annex 3 the following text:

1-201.10 (B) Definitions - Food Establishment and Food Processing Plant.

Some food businesses perform operations that provide food directly to consumers as a "Food Establishment," and also provide food to other business entities as a "Food Processing Plant."

Within such a business, those operations that serve only to provide food directly to consumers may be regulated as part of a food establishment inspection program, while those operations that serve only to provide food to other business entities may be regulated as part of a food processing plant inspection program.

Those facilities and functions identified within the business as being shared by both the food establishment and food processing plant operations, e.g., refrigeration units, dressing room and toilet facilities, food equipment, water and waste systems, pest control, etc., may be included in the inspection of both the food establishment operation and the food processing plant operation.
Title: Person in Charge (PIC) Designation During Non-Production Periods

Recommended Solution:
The Conference recommends that the Conference Chair send a letter to FDA recommending that Section 2-101.11 be amended as follows:

Except as specified in ¶ (B) of this section, the PERMIT HOLDER shall be the PERSON IN CHARGE or shall designate a PERSON IN CHARGE and shall ensure that a PERSON IN CHARGE is present in the Food Establishment:

(A) During all hours of operation, or

(B) In cases where a Food Establishment has multiple departments located on the same Premises that are owned or managed by the same Permit holder, and the Regulatory authority issues a Permit or inspects separately each department, thus making it a separate Food Establishment in a multi-department facility, the Permit holder shall ensure that the Person in charge is present on the premises during all hours of operation under one of the following 3 options:

(1) One person in charge responsible for all food establishments on the premises; or

(2) A person in charge for each separately permitted or inspected Food Establishment on the Premises; or

(3) A person in charge for all separately permitted or inspected Food Establishments on the Premises during specific time periods or for special situations.

And Amend Annex 3, PUBLIC HEALTH REASONS 2-101.11 as follows:

ANNEX 3 PUBLIC HEALTH REASONS 2-101.11 Assignment

Designation of a person in charge during all hours of operations ensures the continuous presence of someone who is responsible for monitoring and managing all food...
establishment operations and who is authorized to take actions to ensure that the Code's objectives are fulfilled. During the day-to-day operation of a food establishment, a person who is immediately available and knowledgeable in both operational and Code requirements is needed to respond to questions and concerns and to resolve problems.

In cases where a Food Establishment has several departments on the Premises such as a grocery store with departments such as deli, seafood, and produce, and the Regulatory Authority has permitted those departments individually as separate Food Establishments, it is impractical for retail food operations with multiple venues under the same Permit holder and on the same Premises to staff each department with a PIC when there is little or no business taking place. While some activities in those departments do take place such as moving food products from a refrigerated display case to the walk-in refrigerator, cleaning the floors, or doing inventory when the department is not busy during special situations or specific time periods, a designated PIC for multiple departments or the entire facility can oversee these operations and be ready to take correcti
Title: Elimination Of Cardboard From Food Preparation Areas

Recommended Solution:
The Conference recommends no action.

Reason:
Cardboard clutter is already suffi
**Title:** Delays in Interagency Communication Jeopardize the Health of the Public

**Recommended Solution:**
The Conference recommends that a letter be written to the USDA requesting that protocols be established for communication with the USDA during an investigation that may result in the recall of a product. These protocols should take into consideration communications from state and local regulatory authorities, laboratories, food processors and food service establishment operators. The Conference recommends that this open line of communication be accomplished by establishing points of contact, regularly updating and distributing USDA staff contact lists and developing standardized patient questionnaires and reporting forms.

Items that the USDA may wish to require in this standardized communication packet may include articles such as a chain of custody, photographs of the product in question, lot numbers of the product, and the submission of la
Title: USDA Mandate Requiring Additional Food Safety Inspections at Schools

Recommended Solution:
The Conference recommends that a letter be written to the USDA prior to the June 16, 2006 deadline for public comment. This letter should urge the USDA to:

- Allow local agencies responsible for protecting the health of the public to continue assessing the risk of schools on a state by state basis, allowing for individual situations. This will allow local agencies to develop protocol, prioritize inspections and provide guidance and training on tools such as active managerial control to the schools that need it most.
- Allow individual schools to develop individual active managerial control plans instead of requiring that they comply with a generic "one size fits all" plan that may not be feasible for each facility and may not be the most effective way of ensuring food safety.
- Reconsider the reporting requirements since the usefulness of such a report weighed against the time and expense necessary to generate it is questionable.
- Provide funding to meet all requirements of the mandate.
Title: TCS Food Implementation Committee, Recommend Acknowledgement of Final Report

Recommended Solution:
The Conference recommends that the report of the TCS Food Implementation Committee be acknowledged.
Title: Change PHF (TCS) Food to PHF (Time-Temp Control for Safety {TTCS} Food)

Recommended Solution:
The Conference recommends no action.

Reason:
In TCS both time and temperature are implied in both the IFT report and the Food Code.
Conference for Food Protection  
2006 Issue Form  

Issue: 2006 I-009

Council  
Recommendation:  
Accepted as Submitted  
X  Accepted as Amended  
No Action

Delegate Action:  
Accepted  
X  Rejected  

All information above the line is for conference use only.

Title: Accepted Inoculation Study Protocols - TCS Food Implementation Committee

Recommended Solution:
The Conference recommends that FDA identify one or more inoculation methods or protocols that can be used to conduct Product Assessments as indicated in the pH and $a_w$ Interaction Tables of the Food Code definition for PHF (TCS Food).
Title: Request for 2006-2008 TCS Food Implementation Committee

Recommended Solution:
The Conference recommends that a 2006-2008 TCS Food Implementation Committee be created to continue to work with FDA and ORA-U to develop a model training program (course-in-a-box, on-line course, additional module for the Food Code course, etc.)
Title: Revise Definition of PHF/(Time/Temperature Control for Safety) in Food Code

Recommended Solution:
The Conference recommends no action.

Reason:
This issue was covered in Issue 2006 I-010
### Title: Time/Temperature Control for Safety (TCS) Definition Change

**Recommended Solution:**
The Conference recommends no action.

**Reason:**
Definition sufficiently provided in the Food Code.
Title: Implementation of the PHF/TCS

Recommended Solution:
The Conference recommends that a 2006-2008 PHF/TCS Committee be created and charged to work with FDA on a full and smooth implementation plan for PHF/TCS. This work should include as a minimum:

- Finalize the guidance documents necessary for implementing the new PHF/TCS concept.
- Develop a comprehensive question and answer document based on feedback from the industry and regulators as they move forward with implementation.
- Develop and deliver training for industry and regulators.
- Establish an infrastructure for decision making and management.

FDA should encourage regulators to delay implementation and enforcement of the new definition until the necessary tools and infrastructure are available. Further, FDA should encourage the immediate use and application of PHF/TCS by those who are ready to implement the new definition.
Council: Accepted as Submitted  X Accepted as Amended  No Action

Delegate Action: Accepted  X Rejected

All information above the line is for conference use only.

Title: Plan Review Committee Report

Recommended Solution:

The Conference recommends that the Plan Review Committee report be accepted.
### Title: Conveniently Located Handwashing Sinks

#### Recommended Solution:
The Conference recommends no action.

#### Reason:
Issue is addressed in the Food Code Annex.
Title: Handwashing Sinks-Location & Placement--Public Health Reasons

Recommended Solution:
The Conference recommends Section 5-204.11, Handwashing sinks, Location and Placement in Annex 3 Public Health Reasons/Administrative Guidelines in the Food Code be changed to:

5-204.11 Handwashing Sink.*

Hands are probably the most common vehicle for the transmission of pathogens to foods in an establishment. Hands can become soiled with a variety of contaminants during routine operations. Handwashing sinks must be available to food employees who are working in food preparation, food dispensing, and warewashing areas. A handwashing sink that is located between these areas may be acceptable as could a convenient and centrally located handwashing sink. Food employees may be able to share handwashing sinks that are centrally located within the food employee work areas, provided that their location does not discourage handwashing by food employees in either area. Handwashing sinks which are improperly located may be blocked by portable equipment or stacked full of soiled utensils and other items, rendering the sink unavailable for regular employee use. Nothing must block the approach to a handwashing sink thereby discouraging its use, and the sink must be kept clean and well stocked with soap and sanitary towels to encourage frequent use.
### Conference for Food Protection
#### 2006 Issue Form

**Issue: 2006 I-017**

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**Title:** Recommended Guidance for the Operation of Mobile Food Establishments (MFEs)

**Recommended Solution:**
The Conference recommends that the Plan Review Committee, in cooperation with FDA, review and modify the Recommended Guidance For Mobile Food Establishments based on the comments made by Council I at 2006 CFP and other changes deemed necessary during the course of the review. This shall be submitted for acceptance at the 2006 August Executive Board meeting.
Title: Floor Drains in Refrigerated Spaces that are Integral to the Building

Recommended Solution:
The Conference recommends the following be added to the definition of "Equipment":

(28) (c) "Equipment" does not include refrigerated spaces that are constructed as an integral part of the building.
Title: Creation of 2006-2008 Plan Review Committee

**Recommended Solution:**
The Conference recommends a 2006-2008 CFP Plan Review Committee be created so that the existing plan review guidance documents can be updated.
Title: Restroom Doors

Recommended Solution:
The Conference recommends no action.

Reason:
Issue is not practical and conflicts with ADA requirements.
Title: Single Plumbing Code

Recommended Solution:
The Conference recommends that a 2006-2008 CFP Plan Review Committee review discrepancies with plumbing connection and drain issues between the Food Code and the various plumbing associations’ codes throughout the country.
Title: Alternate Final Sanitizing Rinse Pressures (mechanical warewashing)

Recommended Solution:
The Conference recommends that the following modifications be made in the FDA Food Code.

2005 Food Code

4-203.13 - "Pressure measuring devices that display the pressures in the water supply line for the fresh hot water sanitizing rinse shall have increments of 7 kilopascals (1 pounds per square inch) or smaller and shall be accurate to ± 14 kilopascals (± 2 pounds per square inch) in the use range indicated on the machine data plate."

4-501.113 - "The flow pressure of the fresh hot water sanitizing rinse in a warewashing machine may not be less than the minimum pressure marked on the machine data plate nor more than the maximum pressure marked on the data plate as measured in the water line immediately downstream or upstream from the fresh hot water sanitizing rinse control valve." In any case, the minimum marked pressure gauge reading shall not be less than 35 kilopascals (5 pounds per square inch) nor more than 200 kilopascals (30 pounds per square inch).

The Conference also recommends that a request be sent to NSF International to update NSF/ANSI Standard 3 in accordance with this modification.
Title: Warewashing Requirements

Recommended Solution:
1) The Conference recommends the Food Code be amended to make it clear that *either* mechanical warewashing or manual warewashing equipment is required in a new food establishment, but not both. Section 4-301.12 should be amended to add a paragraph (F) to read:

(F) Manual warewashing sinks are not required if mechanical warewashing equipment is used and the equipment is large enough for washing, rinsing and SANITIZING the largest EQUIPMENT and UTENSILS.
**Title:** Confirming Parasite Destruction Requirements

**Recommended Solution:**
The Conference recommends no action.

**Reason:**
Issue is sufficiently addressed in the Food Code.
Title: 2004-2006 Food Recovery Committee Report - Membership List

Recommended Solution:
The Conference recommends acknowledging the work of the Food Recovery Committee.
Conference for Food Protection
2006 Issue Form

Issue: 2006 I-026

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Title: Food Recovery Committee Report Updates

Recommended Solution:
The Conference recommends continuation of the Food Recovery Committee to finalize the Food Recovery Guidelines and submit to the Executive Board at the August meeting.
Title: Modification of Shellstock Maintenance Identification Requirements

Recommended Solution:
The Conference recommends

1. The Conference Chair send a letter to the FDA Commissioner to urge the following changes to the Food Code: Add a new paragraph to Section 3-203.12 of the Food Code and reorganize this paragraph so that it states:

   A. Except as specified under Subparagraph (C)(2) of this section, SHELLSTOCK tags shall remain attached to the container in which the SHELLSTOCK are received until the container is empty.
   
   B. The date when the last SHELLSTOCK from the container is sold or served shall be recorded on the tag.
   
   C. The identity of the source of SHELLSTOCK that are sold or served shall be maintained by retaining SHELLSTOCK tags or labels for 90 calendar days from the date the container is emptied.

2. Assign a representative from CFP to interface with the ISSC Committee on Traceability. That committee is developing a strategy to address tracing shellfish from the water to the table that will likely impact the existing tagging system.
Title: Tagging and Labeling of Shellfish

Recommended Solution:
The Conference recommends Modification of the Food Code to make the Food Code consistent with the language of the NSSP model ordinance as follows:

3-202.17 Shucked Shellfish, Packaging and Identification.

(A) Raw SHUCKED SHELLFISH shall be obtained in nonreturnable packages which bear a legible label that identifies the:

   (1) Name, address, and CERTIFICATION NUMBER of the shucker, packer or repacker of the MOLLUSCAN SHELLFISH; and

   (2) The "sell by" or "Best If Used By" date for packages with a capacity of less than 1.89 L (one-half gallon) or the date shucked for packages with a capacity of 1.89 L (one-half gallon) or more.

(B) A package of raw SHUCKED SHELLFISH that does not bear a label or which bears a label which does not contain all the information as specified under ¶ (A) of this section shall be subject to a hold order, as allowed by LAW, or seizure and destruction in accordance with 21 CFR Subpart D - Specific Administrative Decisions Regarding Interstate Shipments, Section 1240.60(d) Molluscan shellfish.

3-202.18 Shellstock Identification.*

(A) SHELLSTOCK shall be obtained in containers bearing legible source identification tags or labels that are affixed by the harvester or dealer that depurates, ships, or reships the SHELLSTOCK, as specified in the National Shellfish Sanitation Program Guide.
Title: Changing "Critical" and "Non-Critical" Designations of Food Code Provisions

Recommended Solution:
The Conference recommends that the FDA continue the charge issued by the 2004 CFP (2004-I-011) to completion and:

1. Remove the term "critical item" from the Food Code and replace it with a more appropriate term or terms;

2. Redesignate Food Code provisions in terms of their relationship to the risk factors most likely to contribute to foodborne illness and the public health interventions and good retail practices that result in safer food and protect the consumer; and

3. Work with all stakeholders including a committee created by CFP on draft proposals and submit an issue at the 2008 Conference for Food Protection.
Title: Formation of Committee to work with FDA on the Critical Item Issue.

Recommended Solution:
The Conference recommends that a Committee be formed under Council I made up of CFP Stakeholders to provide feedback to the FDA Criticality Work Group regarding:

- Removal of the term "critical item" from the Food Code and replacement with a more appropriate term or terms;
- Provision of clear and defensible definitions for each of the new terms created;
- Development of an objective process, based on sound science and epidemiological data related to the prevention of foodborne illness, that can be used by multiple individuals to come to a consistent, logical conclusion; and
- Re-designation of Food Code provisions regarding their relationship to the risk factors identified by CDC or where epidemiological data indicates they are most likely to contribute to foodborne illness.
Title:  Inclusion of Format Specifications and Location of the Consumer Advisory

Recommended Solution:
The Conference recommends no action.

Reason:
Title: Time as a Public Health Control/Immediate Consumption

Recommended Solution:
The Conference recommends changing Paragraph 3-501.19(A), Time as a Public Health Control of the FDA Food Code to add, "sale or" and delete the phrase "for immediate consumption", so the paragraph reads as follows:

A. Except as specified under ¶ (D) of this section, if time only is used as the public health control for a working supply of potentially hazardous food (time/temperature control for safety food) before cooking, or for ready-to-eat potentially hazardous food (time/temperature control for safety food) that is displayed or held for sale or service.
### Title: Cold Holding of Potentially Hazardous Food/TCS Food

**Recommended Solution:**

1. The Conference recommends that the FDA delete subparagraph 3-501.16(A)(2)(b) and subparagraph 3-501.17(A)(2)(a)-(b) to remove the exemption allowing food to be stored at 7°C (45°F) in existing refrigeration equipment that is not capable of maintaining the food at 5°C (41°F).

   Delete subparagraph 3-501.16(A)(2)(b) as follows:

   **3-501.16 Potentially Hazardous Food (Time/Temperature Control for Safety Food), Hot and Cold Holding.***

   **A. Except during preparation, cooking, or cooling, or when time is used as the public health control as specified under § 3-501.19, and except as specified under ¶ (B) of this section, POTENTIALLY HAZARDOUS FOOD (TIME/TEMPERATURE CONTROL FOR SAFETY FOOD) shall be maintained:**

   1. At 57°C (135°F) or above, except that roasts cooked to a temperature and for a time specified in ¶ 3-401.11(B) or reheated as specified in ¶ 3-403.11(E) may be held at a temperature of 54°C (130°F) or above; or
   2. At a temperature specified in the following:

      (a) 5°C (41°F) or less

   **B. EGGS that have not been treated to destroy all viable Salmonellae shall be stored in refrigerated EQUIPMENT that maintains an ambient air temperature of 7°C (45°F) or less.**

2. The Conference recommends a letter be sent to FDA requesting FDA reconfirm in the Food Code Annex the ability of a permit holder to request a variance, using Time as a Public Health Control as a means of ensuring food safety, for existing short term holding equipment maintaining 7°C (45°F) or less.
Conference for Food Protection
2006 Issue Form

Issue: 2006 I-034

Council Recommendation: Accepted as Submitted _____ Amended _____ No Action X
Delegate Action: Accepted X Rejected _____

All information above the line is for conference use only.

Title: Change 2005 FDA Food Code § 3-501.19, Time as a Public Health Control

Recommended Solution:
The Conference recommends no action.

Reason:
Issue is covered by Issue I-032.
Conference for Food Protection  
2006 Issue Form  

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Title: Time as a Public Health Control: Define - Removed from Temperature Control"

Recommended Solution:
The Conference recommends that a letter be sent to the FDA requesting incorporation of language to clarify Section 3-501.19 in the Food Code and Annex 3 regarding ambient air and using time as a public health control.
Title: Allowing Displayed or Held Ready-to-Eat Foods to be Heated for Palatability

Recommended Solution:
The Conference recommends Section 3-501.19 be amended to add a paragraph (E) to read: (E) READY-TO-EAT FOOD items being held or displayed for sale or service may be heated for palatability during the hold time before being served. 2005 FDA Food Code
Title: Prohibit Serving Undercooked Ground Beef to Children

Recommended Solution:
The Conference recommends no action.

Reason:
Issue is sufficiently addressed in the Food Code and unenforceable.
Title: Packaged Food Labeling Clarification

Recommended Solution:
The Conference recommends no action.

Reason:
Discussion with FDA will continue and clarification on the issue will be sought.
Title: Handwashing on Removal of Single-use Gloves

Recommended Solution:
The Conference recommends no action.

Reason:
Issue is sufficiently addressed in the Food Code. As additional scientific data becomes available FDA will address it.
Title: Hand Drying Equipment Guideline for Kitchen Designers

Recommended Solution:
The Conference recommends no action.

Reason:
Issue is sufficiently addressed in the Food Code.
Title: Touchless Faucets at All Handwash Sinks and Restroom Sinks

Recommended Solution:
The Conference recommends no action.

Reason:
Issue lacks practicality and sufficient scientific data.
Title: Lm interventions, relating to equipment design, repairs, & construction

Recommended Solution:
The Conference recommends assigning the following charge to the CFP Plan Review Committee: identify Lm interventions in the Plan Review document related to facility design, equipment repairs, and construction precautions during remodels, within food establishments. All Lm interventions identified, and any proposed changes to the FDA and CFP Food Establishment Plan Review Guide, should be submitted to the 2008 CFP.

The Conference sends a letter to the NSF International Joint Committee on Food Equipment to consider prevention of Listeria harborage in the NSF Food Equipment Standards.
Title: CB 1 - Memorandum of Understanding between CFP and FSIS of the USDA

Recommended Solution:
The Conference recommends the attached Memorandum of Understanding be adopted.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-002

Council Recommendation: Accepted as Submitted ______ Amended ______ X No Action ______

Delegate Action: Accepted ______ X Rejected ______

All information above the line is for conference use only.

Title: CB 2 - CFP Constitution and Bylaws - Amend Article II, Section 3; Article X

Recommended Solution:
The Conference recommends Article II Organization and Operation, Section 3, Article XIII, Section 1 and Article XVI, Section 4 to be amended to read as follows.

Section 3. The Conference identifies food safety issues by receiving Issues submitted by interested persons. The Conference addresses Issues by assigning them to appropriate Councils or Committees for consideration. Council membership is balanced between government and industry interests. Aspects of Issues may also be assigned to Committees for study, procedure development or for other reasons. All committees that are assigned to a Council shall submit an Issue and attached committee report to the Council Chair and Conference at least ninety (90) days preceding the Conference meeting. Councils then make recommendations to the Assembly, which is composed of delegates designated by the States, each territory and the District of Columbia. The Assembly considers and votes to approve or reject Council recommendations. Conference participation is open to all interested individuals who choose to become members and attend. Individuals may serve as appointed or elected members on the Board, Councils, and Committees; or as a participating registered member.

The Conference shall consider issues related to food safety that are submitted on approved forms and within specified time frames. Any interested person may submit an Issue for consideration.

At least one hundred and fifty (150) days preceding the Conference meeting, the Executive Director shall notify members of the Conference of the time and place of the Conference meeting. Each notice shall include information for submitting Issues, and a statement that all Issues shall be submitted to the Conference at least ninety (90) days preceding the Conference meeting. Issues are to be assigned to appropriate Councils by the Issue Committee.

At least forty (40) days preceding the Conference meeting, the Executive Director shall make available to members of the Conference copies of the final committee reports and Issues, including Constitution changes that have been received and assigned for Conference deliberation.
The Board may submit special Issues to the Councils at the beginning of the Conference meeting as necessary.

Councils are to deliberate their Issues and report their recommendations on each to the Assembly. The Assembly considers and votes on recommendations received from the Councils.

**Article XIII  Duties of the Committee**

**Section 1.** The Issue Committee shall review all Issues submitted at least ninety (90) before the Conference meeting. The Issue Committee shall assign for Council deliberation those Issues that have met the Issue acceptance criteria specified in the Conference Procedures Manual. Issue assignments shall be made in accordance with Article XI, Section 1, Subsection 1, Section 2, Subsection 1 and Section 3, Subsection 1.

**Article XVI  Rules of the Assembly**

**Section 1.** Meetings of the Assembly shall include the following:

Subsection 1. Call to order by the Chair;

Subsection 2. Roll call of States, Territories and the District of Columbia and the announcement of the names of the delegates who will vote for each in the Assembly;

Subsection 3. Approval of the minutes of the previous meeting;

Subsection 4. Report of the Executive Director;

Subsection 5. Council Chair Reports, Resolutions and other new business;

Subsection 6. Assembly voting;

Subsection 7. Authorization that may be required by the Assembly for the Board to conclude and implement any necessary recommendations prior to the next Conference meeting; and

Subsection 8. Adjournment.

**Section 2.** Each State shall be entitled to one (1) full vote and each territory and the District of Columbia shall be entitled to one-half (½) vote in the Assembly. When a State has more than one (1) State food regulatory agency enforcing food laws and regulations for food processing, food service, retail food stores and food vending, the vote may be divided into appropriate fractions. State agencies within each State must agree among themselves regarding apportioning the one (1) vote.
Section 3. Only a registrant at the Conference meeting who is a representative of a State, territory or District of Columbia food regulatory agency responsible for the enforcement of food laws and regulations for food processing, food service, retail food stores or food vending is entitled to be a delegate in the Assembly. When any State is represented by more than one food regulatory agency, the vote may be cast together as one vote or separately as a fraction of a vote. Representatives of States with more than one regulatory agency delegate certified in compliance with the provisions of Section 4 of this Section may, during any meeting of the Assembly, reassign their voting privilege to another duly certified delegate from their State by giving written notice of such action to the Conference Chair. When a State is represented by only one agency, the State’s delegate may cast a full vote for that State in the Assembly.

Section 4. At least one hundred and fifty (150) days prior to a Conference meeting the Executive Director shall send to the food regulatory agency or agencies in each State, territory and District of Columbia participating in the Conference a notice of the forthcoming meeting. Each notice shall include a current copy of Article II, Section 3 and Article XVI, Sections 2 through 6 and 9 of the Constitution and Bylaws.
Title: CB 3 - CFP Constitution and Bylaws - Amend Article IV, Section 3

Recommended Solution:
The Conference recommends Article IV, Section 3. Subsection 1, c) be amended to read as follows:

Section 3. Board Membership

Subsection 1. The Board shall be composed of twenty-three (23) voting members as follows:

a) Six (6) members from State food regulatory agencies (one (1) from each CFP region);

b) Six (6) members from local food regulatory agencies (one (1) from each CFP region);

c) Three (3) members from federal agencies (one (1) from FDA, one (1) from USDA, and one (1) from CDC);

d) Six (6) members from the food industry with at least one (1) each representing food processing, food service, retail food stores and food vending;

e) One (1) member from an academic institution; and

f) One (1) member representing consumers.

Subsection 2. Regulatory agency, industry, academic institution and consumer Board members shall be elected by a caucus of registrants in each respective group. State and local regulatory Board members shall be elected in regional caucuses of regulatory registrants. Federal Board members shall be appointed by the head of their agency.

Subsection 3. Such elected Board members shall serve through three (3) general meetings of the Conference. Elected Board members may succeed themselves unless reelection would extend the total of consecutive service to more than twelve (12) years.
The terms of elected Board members shall be staggered so that one-third (1/3) of the members are elected at each Conference meeting.

**Subsection 4.** The Board shall have non-voting Ex-Officio members as follows:

a) The Immediate Past Chair of the Board;

b) The Executive Director;

c) The Chair and Vice Chair of each Council;

d) The Conference Program Chair;

e) The Conference Issue Chair; and

f) Representatives from regulatory agencies regulating retail food operations in other countries of the world, such as Canada, Mexico, etc.
Title: CB 10 - CFP Procedures Manual - Amend Article VIII, B, 2.

Recommended Solution:
The Conference recommends Article VIII, B, 2 be amended to read as follows: VIII. Committees

A. Committee Membership
   Whenever possible, depending upon the nature of the Issue, membership of the Committees should be made up of representatives from around the country and from regulatory, industry, consumers and academia.

B. Appointment of Members

1. The incoming Council Chairs appoint the Chairs of each Committee formed within their Council with the concurrence of the Conference Chair. The Conference Chair will confirm the appointment of the Committee Chair and then notify the person of their appointment. Once confirmed, the Committee Chair will select the remaining members of the Committee and submit them to the Conference Chair for final Board approval. Accepting a committee chair or member assignment requires a commitment of time and resources as described in the Constitution and Bylaws.

2. Federal participants (FDA/USDA/CDC) may appoint a member and an alternate for each Committee. The member participates in discussion but does not vote. The alternate may act in the member's place if the member is unable to attend.
Title: CB 4 - CFP Constitution and Bylaws - Amend Article V

Recommended Solution:
The Conference recommends Article V be amended by adding a new Section 15.

Article V Duties of the Assembly and the Board

Section 1. The Assembly with recommendation from a Council or the Board shall approve or reject all recommendations including those pertaining to the Constitution and Bylaws, any Conference procedures, all Memoranda of Understanding or other formal agreements and other necessary actions including resolutions; and establish Conference policies and positions on all subjects related to the objective of the Conference except as delegated (by the Assembly) to the Board. If a recommendation is approved, it shall be referred to the Board for appropriate disposition. If a "No Action" recommendation is rejected, the Issue will be referred to the Board for its consideration.

Section 2. The Board shall manage the affairs of the Conference.

Section 3. The Board shall meet prior to each Conference meeting and after the meeting closes. The Chair shall call special meetings of the Board at any time at the request of two-thirds (2/3) of its voting members. In addition, the Chair is empowered to call special meetings of the Board at any time, as the need arises, with the concurrence of two-thirds (2/3) of the voting Board members.

Section 4. The Board may, at the discretion of the Chair, utilize a mail service, electronic mail, or fax ballots to establish a position, action or confirm telephone conference call votes. Only an authorized ballot approved by the Board shall be used. Once such a position or action has been taken, the Board shall notify all Conference members.

Section 5. The Board shall direct the Chair, Executive Director, and Program Chair in the preparation of the programs for each meeting of the Conference.

Section 6. The Board shall set the time and place of the meetings of the Conference.
Section 7. If voting members of the Board are unable to participate in a Board meeting, they may not send a substitute, but may forward by mail information for consideration by attending members of the Board. Voting members may participate through a telephone conference call.

Section 8. Voting Board members who fail to attend two (2) consecutive Board meetings and who fail to show cause why they were absent may have their positions declared vacant by the Chair.

Section 9. If a vacancy occurs for any reason in Board membership between biennial meetings, the Chair with concurrence of the Board may fill the vacancy with a person representing the same discipline as the person being replaced until the next biennial meeting at which time the vacancy shall be filled by a qualified person who is properly elected.

Section 10. The Board shall direct the Executive Director to collect registration and membership fees as necessary to defray the costs of the operation of the Conference. The Board shall cause an annual audit to be made of the Executive Director's financial reports.

Section 11. The Board shall authorize the form used to tally votes in meetings of the Board and Assembly.

Section 12. The Board shall establish the registration and membership fees identified in Article III.

Section 13. The Board shall approve an annual budget for the fiscal year established by the Board.

Section 14. The Board shall appoint Committees as necessary to accomplish the Conference objective.

Section 15. The Board shall approve the membership of each Standing Committee.
Title: CB 5 - CFP Constitution and Bylaws - Amend Article VI, Section 5

Recommended Solution:
The Conference recommends that Article VI, Section 5 be amended to read as follows:

Article VI Duties of the Chair

Section 1. The Chair shall preside at all meetings of the Assembly and Board, except as provided in Article VII, Section 1.

Section 2. The Chair shall assist the Executive Director in arranging Conference meetings.

Section 3. The Chair with the approval of the Board shall appoint Council Chairs and Vice-Chairs.

Section 4. The Chair shall appoint Council consultants required in Article X.

Section 5. The Chair shall appoint Chairs of the following Conference Standing Committees: Issue; Program; Audit; Resolution; Constitution and Bylaws/Procedures; Managers Training, Testing and Certification; Nominating; and Strategic Planning.

Section 6. The Chair, with the approval of the Board, shall appoint qualified persons to Councils and Committees as provided in the Constitution and Bylaws.

Section 7. The Chair shall appoint a Local Arrangements Committee to assist in planning the physical facilities for the next Conference meeting.

Section 8. The Chair shall appoint a parliamentarian to advise on matters of parliamentary procedures at Board and Assembly meetings.

Section 9. The Chair, with Board approval, may retain clerical assistance for the Conference.
Section 10. Between Conference meetings the Chair shall require from each Council Chair a report of the status of implementation of each approved recommendation originating in the respective Council and this information shall be provided to the Conference participants.
Title: CB 6 - CFP Constitution and Bylaws - Amend Article VIII, new Section 8

Recommended Solution:
The Conference recommends that Article VIII be amended by adding new Section 8.

Article VIII Duties of the Executive Director

Section 1. The Executive Director shall record the minutes of each meeting of the Assembly and the Board.

Section 2. The Executive Director shall tally and record all voting of the Assembly on a form authorized by the Board.

Section 3. The Executive Director shall notify all members of the time and place of the next Conference meeting, and of Issues that are to be deliberated.

Section 4. The Executive Director shall collect registration and membership fees and shall pay all bills as directed by the Board. The Executive Director shall obtain a receipt for all disbursements and shall make all such receipts a part of Board records.

Section 5. The Executive Director shall accomplish the duties outlined in Article VI, Section 10; Article XV, Section 1; and Article XVI, Section 1, Subsections 2, 3, 4, and Section 4.

Section 6. The Executive Director shall prepare a proposed annual budget for presentation to the Board.

Section 7. The Executive Director shall maintain an up-to-date list of the qualified delegates designated as required by Article XIV.

Section 8. The Executive Director shall direct and oversee duties assigned to the Executive Assistant.
Title: CB 7 - CFP Constitution and Bylaws - Amend Article IX Councils with Duties

Recommended Solution:
The Conference recommends that Article IX be amended to read as follows:

**Article IX Duties of the Executive Assistant:**

**Section 1.** The Executive Assistant manages the information on the CFP website with the assistance of the Executive Director and a professional webmaster and publishes the CFP newsletter.

**Section 2.** The Executive Assistant maintains the CFP membership database; creates reports and rosters, and develops mailing lists.

**Section 3.** The Executive Assistant assists the Executive Director with development of a Standard Operating Procedures Manual to include Position Descriptions, Board policies and Scripts for presentations and is responsible for their maintenance.

**Section 4.** The Executive Assistant records, transcribes, and distributes Board meeting minutes.

**Section 5.** The Executive assistant assists the Executive Director with the Delegate process to include outreach and rosters.

**Section 6.** The executive Assistant assists the Executive Director with the preparation of the biennial meeting program, provides onsite assistance to the Director at the biennial meeting and compiles biennial meeting proceedings with the assistance of the Executive Director.

NOTE: As a result of the insertion of new Article IX the referenced sections contained within the following Articles will need to be updated:

   Article IV, Section 1; Article VI, Section 4; Article VIII, Sections 5 & 7; Article IX, Section 2; Article XIII, Section 1; and Article XVI, Section 4.
## Conference for Food Protection
### 2006 Issue Form

**Issue: 2006 II-009**

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*All information above the line is for conference use only.*

### Title: CB 8 - CFP Constitution and Bylaws - Amend Article XII, Section 2 and add h

#### Recommended Solution:

The Conference recommends that Article XII, Section 2 be amended by adding "g. Strategic Planning Committee" and "h. Nominating Committee" and new Section 5 be added:

#### Article XII Committees

**Section 1.** All appointments to Conference Committees shall be made to provide a balance in representation of the stakeholders in the particular matter under consideration.

**Section 2.** The following standing committees shall be established:

- **a.** Program Committee;
- **b.** Constitution and Bylaws/Procedures Committee;
- **c.** Resolutions Committee;
- **d.** Audit Committee;
- **e.** Manager Training, Testing and Certification Committee;
- **f.** Issue Committee;
- **g.** Strategic Planning Committee; and
- **h.** Nominating Committee.

**Section 3.** Other committees may be established as necessary to accomplish the Conference objective. Such committees may be for the purpose of focusing Conference resources around specific scientific disciplines, for studying multi-faceted issues, for developing new procedures or for other purposes.
Subsection 1. Local Arrangements Committee shall be established for each Conference meeting.

Section 4. A committee may establish its own bylaws establishing operational procedures that may include, but are not limited to, objectives, organization and operation, duties and responsibilities. Bylaws of a committee must be approved by the Board.

Section 5. By the fall Board meeting following the Conference meeting, the Standing Committee Chairs shall submit the names of their members to the Board for approval.
Title: CB 9 - CFP Constitution and Bylaws - Amend Article XIII, Section 7

Recommended Solution:
The Conference recommends that Article XIII, Section 7 be amended to read as follows:

**Article XIII Duties of the Committees**

**Section 1.** The Issue Committee shall review all Issues submitted at least seventy-five (75) days before the Conference meeting. The Issue Committee shall assign for Council deliberation those Issues that have met the Issue acceptance criteria specified in the Conference Procedures Manual. Issue assignments shall be made in accordance with Article XI, Section 1, Subsection 1, Section 2, Subsection 1 and Section 3, Subsection 1.

**Section 2.** The Program Committee shall assist the Executive Director and Conference Chair in planning and arranging all Conference meetings and shall assist the Executive Director in the preparation of programs for each Conference meeting.

**Section 3.** The Constitution and Bylaws/Procedures Committee shall submit recommendations to improve Conference administrative functions through proposals to amend the Constitution and Bylaws. The Committee shall review proposed memorandums of understanding and ensure consistency among the memorandums of understanding, the Conference Procedures manual, the Constitution and Bylaws and other working documents. The Committee shall report all recommendations to the Board prior to Council II deliberation and shall follow the direction of the Board.

**Section 4.** The Resolutions Committee shall report to the Board. Except for thank you resolutions, the Resolutions Committee shall prepare all necessary resolutions for Board approval.

**Section 5.** The Audit Committee shall report to the Board. Except when a certified public accountant conducts an audit of the Conference's financial records, the Audit Committee shall audit the Conference's financial records annually.
Section 6. The Managers Training, Testing and Certification Committee shall report to the Board. The Managers Training, Testing and Certification Committee shall work with the accreditation organization for food protection manager certification programs to:
  a. Establish and refine policies and standards to which certifiers must conform in order for them to be accredited;
  
  b. Provide Conference input into the development of accreditation standards for certifying organizations specific to food protection manager certification programs;
  
  c. Develop strategies for enhancing equivalence among food protection manager certificates issued by certifiers; and
  
  d. Promote universal acceptance of certificates issued by accredited certifiers.

Section 7. All Committees, including Standing Committees, shall submit their report(s) in a timely prescribed manner as specified under Article II, Section 3 as follows:
  
  a. Committees assigned to a Council, to their respective Council;
  
  b. Standing Committees to the Conference Chair and Executive Director.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-011

Council Recommendation: Accepted as Submitted _____ Amended _____ X No Action _____
Delegate Action: Accepted _____ X Rejected _____

All information above the line is for conference use only.

Title: 2004-6 CFP Food Manager Training Testing and Certification Committee Report

Recommended Solution:
The Conference recommends that the Manager Training, Testing and Certification Committee report be acknowledged and that the dedication of the committee be acknowledged.
Title: Non-substantive Changes to the Conference Food Manager Certification Std

**Recommended Solution:**
The Conference recommends that all items on the list (attached) of recommended non-substantive changes to the Standard and marked on the Standard (attached) without yellow highlight, be approved including a change to page 3 item 16 of attachment II-012(b) replacing the Food Code reference section 2-102.11.20 with the correct section 2-102.20. That the Standard immediately be updated, transmitted to the accreditation organization, and published on the Conference web site.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-013

Council Recommendation: Accepted as Submitted  X  Accepted as Amended  ______  No Action  ______
Delegate Action: Accepted  X  Rejected  ______

All information above the line is for conference use only.

Title: Substantive Changes to the Conference Food Manager Certification Standard

Recommended Solution:
The Conference recommends that all items on the list (attached) of recommended substantive changes to the Standard be approved, and the Standard (attached) immediately be updated, transmitted to the accreditation organization, and published on the Conference web site.
Title: Removal of Annex B from the Standards for Accreditation of Food Mgr Cert

Recommended Solution:
The Conference recommends that the existing Annex B of the Standard be removed, that the existing Annex C be renamed Annex B, and that the current wording in the Preamble that relates to Annex B be removed from the Preamble.
Title: Future Charge for the Food Manager Training Testing and Certification Comm.

Recommended Solution:
The Conference recommends that, in addition to the committee's responsibilities per the committee's by-laws, the Standing Committee for Manager Training Testing and Certification be charged with:

1) investigating what is needed to ensure comparability between the current Standards for Accreditation of Food Protection Manager Certification Programs and international standards that exist for personnel engaged in the food business, and

2) making recommendations to the Conference Board at regular Board meetings, and

3) submitting issues to the next biennial meeting of the Conference containing any recommendations necessary to modify or enhance the Standards to attain such comparability, and

4) developing a process to review public information (including the removed Annex B) related to food manager training for relevance, a process to make that information available through the Conference for Food Protection (i.e. web site or other appropriate means), and submit this information to the executive board for consideration and adoption.
Title: Food Allergy Minimum Level of Knowledge for Person in Charge

Recommended Solution:
The Conference recommends no action.

Reason:
The 2005 Food Code contains allergen information in section 2-102.11 – demonstration of knowledge – requiring the “person in charge” be able to describe foods identified as major food allergens and the symptoms of an allergic reaction.

As the ANSI-CFP accredited provider’s Job Task Analysis’ (JTA) are refreshed to include this type of new information, allergen information will naturally be included in the JTA and item examination banks and become part of the certification process.
Title: Food Safety Certification Test

Recommended Solution:
The Conference recommends no action.

Reason:
Through the accreditation process, certification bodies are required to review test items on an on-going systematic basis. This review determines if test items are functioning properly to discriminate between those who have the knowledge and those who do not have the knowledge. This includes the evaluation of all components of the test item: lead sentences(s) and item choices. Statistics is used to determine if item choices are functioning properly. If the lead sentence(s) or item choices are not functioning properly they are modified and re-evaluated after being used as modified.

The recommended motion is for no action due to the psychometric analysis that is required by the CFP Standards and ANSI accreditation process to address question development and maintenance.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-018

Council
Recommendation: Accepted as Submitted _____ Amended X No Action _____

Delegate Action: Accepted X Rejected _____

All information above the line is for conference use only.

Title: Program Standards Committee Report

Recommended Solution:
The Conference recommends acknowledgement of the Conference for Food Protection Program Standards Committee report and the re-creation of a 2006-2008 Program Standards Committee to complete the projects begun by this Committee, and thanks the committee for their effort and hard work.
Conference for Food Protection  
2006 Issue Form  

Title: Program Standards Committee - Standard No. 3 Clarifying Language  

Recommended Solution:  
The Conference recommends that a letter be written to FDA endorsing and recommending the revisions to FDA's Draft Voluntary National Retail Food Regulatory Program Standards, Standard No. 3 as indicated in Attachment 1 "Standard 3 rewrite."
Title: Standard No. 4 and Appendix D Clarifying Language

Recommended Solution:
The Conference recommends that a letter be written to FDA endorsing and recommending the revisions to FDA’s *Draft Voluntary National Retail Food Regulatory Program Standards*, Standard No. 4 and Appendix D as indicated in Attachment 1 "Standard 4 rewrite" and Attachment 2 "Appendix D rewrite."
**Conference for Food Protection**  
**2006 Issue Form**

**Issue: 2006 II-021**

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**Title:** Program Standards Committee - Standard No. 6 Clarifying Language

**Recommended Solution:**
The Conference recommends that a letter be written to FDA endorsing and recommending the revisions to FDA's *Draft Voluntary National Retail Food Regulatory Program Standards*, Standard No. 6 as indicated in Attachment 1 "Standard 6 rewrite."
Title: Program Standards Committee - Standard No. 6, Appendix F Clarifying Language

Recommended Solution:
The Conference recommends that a letter be written to FDA endorsing and recommending the revisions to FDA's *Draft Voluntary National Retail Food Regulatory Program Standards*, Appendix F to include the revised language in Attachment 1 "Standard 6 - Appendix F - Rewrite."
Title: Program Standards-Appendix F, "add of Explanation of the Statistical Model"

Recommended Solution:
The Conference recommends that a letter be written to FDA endorsing and recommending the revisions to FDA's Draft Voluntary National Retail Food Regulatory Program Standards, to include the "Explanation of the Statistical Model" document at the end of Appendix F as reflected in Attachment 1 "Statistical Methods - Addition to Appendix F."
**Conference for Food Protection**  
**2006 Issue Form**  

**Issue: 2006 II-024**

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**Title:** Program Standards Committee - Standard No. 9 Clarifying Language

**Recommended Solution:**
The Conference recommends that a letter be written to FDA endorsing and recommending the revisions to FDA's *Draft Voluntary National Retail Food Regulatory Program Standards*, to include the revised language as indicated in Attachment 1 "Standard 9 rewrite."
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-025

Council Recommendation:  Accepted as Submitted  _____ Amended  X  No Action  _____

Delegate Action:  Accepted  X  Rejected  _____

All information above the line is for conference use only.

Title: 2004-06 CFP Interdisciplinary Food Borne Illness Training Committee Report

Recommended Solution:
The Conference recommends that the Interdisciplinary Food Borne Illness Training Committee Report is acknowledged, and we thank the committee for their effort and hard work.
Title:  Support and Funding for Food Borne Illness Training and Standardization

Recommended Solution:
The Conference recommends no action.

Reason:
This issue is being handled in Issue II-028.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-027

Title: Comprehensive Standard for Food Borne Illness Investigation

Recommended Solution:
The Conference recommends no action.

Reason:
This issue is being handled in Issue II-028.
Title: Interdisciplinary Food Borne Illness Training Committee 2006-08 Charges

Recommended Solution:
The Conference recommends that a 2006-2008 Interdisciplinary Food Borne Illness Training Committee be re-created to continue the work of the 2004-2006 Committee and specifically address the following charges:

- Continue to catalogue existing food borne illness investigation programs, existing food borne illness investigation training programs, and investigation and training materials. Work with various agencies, associations and groups to prepare a summary of this information.

- Develop a survey tool to obtain feedback from state, local, and tribal jurisdictions as to what type of foodborne illness investigations programs or training are currently used to prepare FSIOs to conduct foodborne illness investigations at retail and food service, conduct the survey and provide the results of the survey to the CFP. Integrate the results of the survey into a program to address the training needs. Consult with FDA/DHRD and CDC on current and future foodborne illness training courses offered and integrate that into a program to address training needs.

- Identify ways industry and other interested parties can provide resources and other support for:
  - interdisciplinary foodborne illness training efforts currently underway such as Epi-Ready Foodborne Illness Team Training Course and the development and implementation of the next generation Epi-Ready “course-in-a-box”,
  - applied research into the environmental causes of foodborne outbreaks such as the Environmental Health Specialists Network (EHS-Net).

- Identify ways this Committee can communicate with the Council to Improve Foodborne Outbreak Response (CIFOR) and other working groups to identify areas for process improvement in foodborne illness and outbreak investigation.

- Submit a report, and issues as necessary, to the 2008 Conference for Food Protection.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-029

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All information above the line is for conference use only.

Title: CFP Inspection Form Ad Hoc Committee Report

Recommended Solution:
The Conference recommends acknowledgment of the Committee’s Report to the Conference and thanks the committee for their efforts and hard work.
Title: Changes to Inspection Report Form, Marking Instructions and References

Recommended Solution:
The Conference recommends that the Food Establishment Inspection Report (Annex 7, Form 3A), Food Code References (Annex 7, Guides 3B) and Marking Instructions (Annex 7, Guide 3C) in the 2005 Food Code be amended to reflect the suggested changes identified in Attachment 1.

Additionally, the change recommended in Attachment 1 to Chapter 5 in the Food Code regarding handwashing sinks should be modified in both the marking instructions and the Inspection form to read:

'Adequate Hand Washing sinks properly supplied and accessible.'
Title: Amendment to the Marking Instructions for the Inspection Report Form

Recommended Solution:
The Conference recommends that the Inspection Form Committee be re-created to work in conjunction with the FDA Standardization Work Group and the CFP Program Standards Committee to evaluate the need for future changes to the inspection form and marking instructions based upon Food Code changes and any other improvements deemed necessary. The Committee will provide a report back at the 2008 CFP Biennial Meeting.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-032

Title: Electronic Inspection Report Form, Data Maintenance and Report Generation

Recommended Solution:
The Conference recommends that a new Electronic Data Capture and Reporting System Committee be formed and work with the Inspection Form Committee to identify best practices and lessons learned in the development and sharing of an electronic data capture and reporting system for presentation at the 2008 CFP Biennial Meeting.
Conference for Food Protection  
2006 Issue Form

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Title: Development of a Training Program on the Food Inspection Report Form

Recommended Solution:
The Conference recommends that the Conference Chair send a letter to FDA recommending that FDA develop a training program for regulatory agencies on the use of the Inspection Report Form as outlined in Annex 7 (Form 3-A, Guide 3-B, & Guide 3-C) of 2005 FDA Food Code.
Title: Inspection Report Form Scoring

Recommended Solution:

The Conference recommends

1. that a charge be given to the Inspection Form Committee to determine if current scoring methodologies have a public health impact on food safety and reducing Risk Factors or other violations; and

2. that the Inspection Form Committee work with the FDA to evaluate and assess scoring methodologies to be used in conjunction with the Food Establishment Inspection Report Form and supporting documents and report back at the 2008 CFP Biennial Meeting.
Title: Certification of Food Safety Regulation Professionals Work Group Report

Recommended Solution:
The Conference recommends that the report of the Certification of Food Safety Regulation Professionals Work Group be acknowledged and the work group be re-created to continue its work through the 2008 meeting of the CFP. We thank the work group for their effort and hard work.
Title: An Assessment of Training Needs (ATN) for Food Safety Inspection Officers

Recommended Solution:
The Conference recommends

1. an Assessment of Training Needs (ATN) becomes a component of the joint field training inspection process required in the FDA Voluntary National Retail Food Regulatory Program Standard #2 - Trained Regulatory Staff. The document entitled "A Guide to Conducting An Assessment of Training Needs" included with this Issue will establish a national model for field training of regulatory FSIOs that is to be part of a continuous improvement process for retail food regulatory programs.

2. the Certification of Food Safety Regulation Professionals Work Group collaborates with the FDA to conduct a pilot project to assess the effectiveness of the Assessment of Training Needs Guide, protocol, and forms. An outline of the pilot project objectives, protocol, and projected timeline is included with this Issue. The CFP work group will be expected to submit a report to the 2008 Conference that documents the results of the pilot project as well as recommended changes to the Assessment of Training Needs process and forms based on the results of the pilot project.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-037

Council Recommendation:

| Accepted as Submitted | Accepted as Amended | X No Action |

Delegate Action:

| Accepted | X Rejected |

All information above the line is for conference use only.

Title: Revision - FDA Voluntary National Retail Food Regulatory Program Std. #2

Recommended Solution:

The Conference recommends that

1) a letter is written to FDA endorsing and recommending the revisions to FDA’s Draft Voluntary National Retail Food Regulatory Program Standards, Standard No. 2 as they appear in the Attachment that has been submitted with this issue including the changes to the note section of attachment II-037 Step 4 - Food Safety Inspection Officer – Field Standardization.

2) any Food Safety Inspection Officer who has already met the criteria in previous versions of FDA’s Draft Voluntary National Retail Food Regulatory Program Standards, Standard No. 2 will continue to be recognized for the purposes of the program self-assessment process conducted by jurisdictions enrolled in the Program Standards.

3) the Conference charge the CFP Certification of Food Safety Regulation Professionals Work Group to collaborate with FDA to develop a scoring assessment methodology for jurisdictions implementing a standardization process that is based on less than 8 inspections including the changes to the note section of attachment II-037 Step 4 - Food Safety Inspection Officer – Field Standardization as shown below.

NOTE: The field standardization criteria described in Step 4 is intended to provide a jurisdiction the flexibility to use their own regulation or ordinance. In addition, the reference to using standardization procedures similar to the FDA Procedures for Standardization of Retail Food Inspection Training Officers, is intended to allow the jurisdiction the option to develop its own written protocol to ensure that personnel are trained and prepared to competently conduct inspections. Any written standardization protocol must include the five performance areas outlined above in Step 4.

It should be noted that it is possible and highly beneficial to use the FDA Food Code, standardization forms and procedures even when a jurisdiction
has adopted modifications to the Food Code. Usually regulatory differences can be noted and discussed during the exercises, thereby enhancing the knowledge and understanding of the candidate. The scoring and assessment tools presented in the FDA standardization procedures can be used without modification regardless of the Food Code enforced in a jurisdiction. The scoring and assessment tools are, however, specifically tied to the standardization inspection form and other assessment forms that are a part of the FDA procedures for standardizations.

FDA’s standardization procedures are based on a minimum of 8 inspections. However to meet Standard #2, a minimum of 4 standardization inspections must be conducted. Jurisdictions that modify the limits of the standardization process by reducing the minimum number of inspections from 8 to 4 are cautioned that a redesign of the scoring assessment of the candidate’s performance on the field inspections is required. This sometimes proves to be a very difficult task. A jurisdiction must consider both the food safety expertise of its staff, as well as the availability of personnel versed in statistical analysis before it decides to modify the minimum number of standardization inspections. The jurisdiction’s standardization procedures need to reflect a credible process and the scoring assessment should facilitate consistent evaluation of all candidates.

The five performance areas target the behavioral elements of an inspection. The behavioral elements of an inspection are defined as the manner, approach and focus which targets the most important public health risk factors, and communicates vital information about the inspection in a way that can be received, understood and acted upon by management. The goal of standardization is to assess not only technical knowledge but also an inspector’s ability to apply his or her knowledge in a way that ensures the time and resources spent within a facility offer maximum benefit to both the regulatory agency and the consuming public. Any customized standardization procedure must continue to meet these stated targets and goals.
Title: Recommended Criteria for Standardization/Training Officers

Recommended Solution:
The Conference recommends that the Conference Chair send a letter to FDA recommending that 'FDA's Standardization Procedures' be changed to include the following additional criteria for selecting, training, and standardizing new Trainers and Standardization/Training Officers:

- Bachelor's Degree with 30 semester or 45 quarter hours in the basic sciences, i.e. courses in biology, chemistry, physics, agricultural science, or other physical sciences, as well as public health, environmental health, food science, sanitary engineering or environmental engineering.
- Standardization/Training Officers will have successfully completed all requirements in Standard 2 "Trained Regulatory Staff" of FDA's Recommended National Retail Food Regulatory Program Standards.

Moreover, to select the best possible candidate, the FDA Procedures should encourage jurisdictions responsible for retail food inspection to use the following additional suggested criteria in selecting a new Standardization/Training Officer: Please note that these are offered only as a recommendation; they are NOT part of Standard 2 or a requirement for Standardization and, therefore, NOT subject to outside evaluation or audit.

- Certified Food Safety Professional or Registered Environmental Health Specialist/Sanitarian
- Has received HACCP training and has the ability to review HACCP plans including those using the process approach
- Has received food establishment plan review training and has the ability to review plans for compliance with regulations
- Has received temporary food establishments training
- Has knowledge of food related epidemiological principles and control measures
- Has the ability to effectively train individuals in a group or individual setting
• Demonstrates excellent verbal and written communication skills and has the ability to provide effective feedback to adult learners

• Demonstrates strong interpersonal skills
Title: Education, & Training Criteria for Reg Food Safety Professionals

Recommended Solution:
The Conference recommends that a letter be sent to FDA recommending an amendment to the FDA’s Voluntary National Retail Food Regulatory Program Standards – Standard #2 that new Food Safety Inspection Officers must meet minimum education requirements as specified below (#1) that are placed in Standard #2 under the Requirement Summary Paragraph. This shall be a prerequisite to starting the 5-step training and standardization process. The language appearing in item number 3 below shall be inserted as a note in Standard #2 under the Requirement Summary paragraph.

These requirements include:

1) The Food Safety Inspection Officers shall have a Bachelor’s degree with 30 semester or 45 quarter hours in the basic sciences, i.e. courses in biology, chemistry, physics, agricultural science, or other physical sciences, as well as public health, environmental health, food science, sanitary engineering or environmental engineering.

2) The Food Safety Inspection Officers shall meet the training curriculum and time schedule as set forth in the current FDA’s Voluntary National Retail Food Regulatory Program Standards.

3) All current Food Safety Inspection Officers may be exempted from the minimum education requirements, but must meet the training curriculum and time schedule as set forth in the current FDA’s Voluntary National Retail Food Regulatory Program Standards – Standard #2.
Title: Emergency Preparedness and Response Committee, Acknowledge Final Report

Recommended Solution:
The Conference recommends that the report of the Emergency Preparedness and Response Committee be acknowledged and thanks the committee for their efforts and hard work.
Title: Recommendation post Emergency Guidance Document on CFP and CFSAN Websites.

Recommended Solution:
The Conference recommends that the Emergency Preparedness and Response Committee Emergency Guidance document be posted on the CFP website and that a letter be sent to the FDA, USDA and leaders of other interested organizations requesting links be created on their website(s) to the CFP website for the purpose of accessing this document.

The Committee should be re-created and charged with evaluating comments received from the use of these documents and update the guidance documents as appropriate.

The Committee should evaluate other areas where guidance documents are needed and explore strategies to make it available to interested parties.
**Conference for Food Protection**  
**2006 Issue Form**

**Issue: 2006 II-042**

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*All information above the line is for conference use only.*

**Title:** Recommendation post Emergency Guidance document on CFP and CFSAN websites.

**Recommended Solution:**
The Conference recommends no action.

**Reason:**
This issue was addressed in Issue II-041.
Conference for Food Protection
2006 Issue Form

Issue: 2006 II-043

Council Recommendation: Accepted as Submitted ______ Amended ______ X No Action ______

Delegate Action: Accepted ______ X Rejected ______

All information above the line is for conference use only.

Title: 2004-2006 Issue Committee: Branding Policy for Issues

Recommended Solution:
The Conference recommends that the 2006-2008 Issues Committee be charged with:

1) researching policies in other organizations on their use of Brand names within internal documents,

2) developing a CFP policy for the use of Brand names in Issues and attachments, and

3) through the Conference Board, soliciting a legal review of the proposed policy to protect the Conference should an Issue be rejected due to a Brand name.
Title: 2004-2006 Issue Committee Report

Recommended Solution:
The Conference recommends that the 2004-2006 Issue Committee report be acknowledged, and that the 2006-2008 Committee continue the work of this committee, especially documentation of procedures and policies.

The Conference also acknowledges and appreciates the efforts of this committee to computerize the process as well as completing the Constitutional Charge of reviewing and assigning the 2006 Issues.
Title: Food Contact Glove Guidance / Usage Document

Recommended Solution:
The Conference recommends the Conference for Food Protection create a Food Contact Utensil and Barrier Usage Committee to produce a brand neutral guidance document illustrating the effective use of barriers and utensils when handling foods, including the use of disposable gloves, and the process of barrier use related to hand hygiene.

The resulting document would be a user friendly reference document outlining information about food contact utensil and barrier usage. It might contain a series of charts with some visuals and text, preferably multi-lingual. Including but not limited to:

1) A listing of standard and unique utensils that can be used as barriers to bare hand contact with RTE foods

2) Example barrier tasks for various segments of industry

The Committee is to report back to the 2008 CFP Biennial Meeting.
Title: **2004 - 2006 CFP Listeria monocytogenes Intervention Committee Report**

**Recommended Solution:**
The Conference recommends the acknowledgement of the 2004-2006 CFP *Listeria monocytogenes* Intervention Committee Report indicating that the charge to this committee has been completed.
Conference for Food Protection  
2006 Issue Form  

Issue: 2006 III-002  

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All information above the line is for conference use only.

Title: 2006 Date Marking as a Critical Item Committee Report.

Recommended Solution:
The Conference recommends that the report of the Date Marking as a Critical Item Committee be acknowledged.
Title: 2004-2006 Allergen Committee Report

Recommended Solution:
The Conference recommends that the report of the Allergen Committee be acknowledged.
Title: CFP Food Allergen Committee

Recommended Solution:
The Conference recommends that a 2006-08 CFP Allergen Committee be created. This committee would include representatives from the various stake holders that work with the FDA on food allergens, including state and local regulatory agencies, the FDA, industry, consumers, and academic experts.

The committee charges would be to:

1. work directly with the FDA pertaining to The Food Allergen Labeling and Consumer Protection Act of 2004, which may include the review of guidelines for the foodservice and retail industries, to include:
   - assisting in developing a list (albeit not exhaustive) of ingredients and sub-ingredients that are, in fact, major food allergens (as defined by FALCPA), along with their common or usual name to assist industry and regulators in identifying when a recipe contains a major food allergen;

2. work to identify and deliver food allergen information to state/local regulatory officials, food managers, health professionals, and food employees through appropriate marketing/outreach channels.

3. report any additional recommendations to the Executive Board prior to the 2008 CFP meeting.
Conference for Food Protection  
2006 Issue Form

Issue: 2006 III-005

Council Recommendation:  Accepted as Submitted  ____  Amended  ____  X  No Action  ____

Delegate Action:  Accepted  ____  X  Rejected  ____

All information above the line is for conference use only.

Title:  Cut Tomatoes as PHF (TCS Food)

Recommended Solution:
The Conference recommends that the FDA amend the Food Code in Section 1-201.10 in the definition of Potentially Hazardous Food (Time/Temperature Control for Safety Food), to add "raw cut tomatoes" (such as sliced, diced, chopped, and pureed tomatoes) to (2)(a), and include this product group in the examples of foods that require time/temperature control for safety. Additionally FDA should provide an interpretive guide.
### Title: 2004-2006 CFP Lm Committee Voluntary Guidelines

#### Recommended Solution:

The Conference recommends acceptance of the Voluntary Guidelines of Sanitation Practices, Standard Operating Procedures, and Good Retail Practices To Minimize Contamination and Growth of *Listeria monocytogenes* Within Food Establishments. The Committee recommends that these guidelines be placed on the CFP web site, and be accessible to food establishment operators and regulators.
Title: Lm interventions, relating to equipment design, repairs, & construction

Recommended Solution:
The Conference recommends assigning the following charge to the CFP Plan Review Committee; identify Lm interventions in the Plan Review document related to facility design, equipment repairs, and construction precautions during remodels, within food establishments. All Lm interventions identified, and any proposed changes to the FDA and CFP Food Establishment Plan Review Guide, should be submitted to the 2008 CFP.

The Conference sends a letter to the NSF International Joint Committee on Food Equipment to consider prevention of Listeria harborage in the NSF Food Equipment Standards.
Title: Section 3-501.17- Date Marking to be marked as a non-critical violation

Recommended Solution:
The Conference recommends no action.

Reason:
Lack of consensus to move this item from a critical to a non-critical item.
Title: Cheeses Exempt from Datemarking

Recommended Solution:
The Conference recommends the Conference Chair send a letter to the FDA Commissioner requesting FDA clarify the mechanism for identifying additional cheeses that should be exempt from datemarking but are not currently listed. Examples of exempt and non-exempt cheeses should be made readily accessible to industry, regulators, consumers, and other interested parties.
Conference for Food Protection
2006 Issue Form

Issue: 2006 III-010

Council Recommendation: Accepted as Submitted _____ Amended _____ X No Action _____
Delegate Action: Accepted _____ X Rejected _____

All information above the line is for conference use only.

Title: Storage Temperature for Certain Natural Cheeses

Recommended Solution:
The Conference Recommends that FDA work with stakeholders on scientific issues and product assessments related to food safety to determine which cheeses (including Asiago (medium/old), Cheddar, Colby, Feta, Monterey Jack, Muenster, Parmesan, Provolone, Romano, Swiss/Emmentaler and Pasteurized Process Cheese manufactured to the Standard of Identity) do not need temperature control for safety. Scientific information presented in issue 2006 III – 010 indicates some cheeses may be safe when displayed at room temperature. The results will be reported back to the CFP Executive Board and included in the 2007 Food Code Supplement.
Title: Pasteurized Eggs, Require pasteurization of raw shell eggs at retail level

Recommended Solution:
The conference recommends no action.

Reason:
Insufficient information to determine this is the most appropriate strategy to manage the risk of salmonella in eggs. Furthermore the recommended solution would impact the functionality of eggs for some purposes such as whipping egg whites.
Title: Multi Drug Resistant Salmonella: Food Adulterant with Zero Tolerance

Recommended Solution:
The Conference recommends no action.

Reason:
Risk management strategies have been implemented at this point in time.
Title: Reduced Oxygen Packaging (ROP) cold holding alternative

Recommended Solution:
The Conference recommends that FDA amend subparagraph 3-502.12(D)(2)(e) in the Food Code in the following manner.

(D) Except as specified under ¶ (C) of this section, a Food establishment may package food using a cook-chill or sous vide process without obtaining a variance if:

1) The food establishment implements a HACCP plan that contains the information as specified under ¶ 8-201.14(D);

2) The food is:

   a. Prepared and consumed on the premises, or prepared and consumed off the premises but within the same business entity with no distribution or sale of the bagged product to another business entity or the consumer,

   b. Cooked to heat all parts of the food to a temperature and for a time as specified under 3-401.11,

   c. Protected from contamination after cooking as specified under Part 3-3,

   d. Placed in a package or bag with an oxygen barrier before cooking, or placed in a package or bag immediately after cooking and before reaching a temperature below 57°C (135°F),

   e. Cooled to 5°C (41°F) in the package or bag as specified under § 3-501.14, and

      (i) Cooled to 1°C (34°F) within 48 hours of reaching 5°C (41°F) and held there until consumed or discarded within 30 days after the date of preparation,
(ii) If then removed from a storage unit that maintains a 1°C (34°F) food temperature, held at 5°C (41°F) or less for no more than 72 hours at which time the food must be consumed or discarded, or

(iii) Cooled to 3°C (38°F) or less within 24 hours of reaching 5°C (41°F) and held there for no more than 72 hours from packaging, at which time the food must be consumed or discarded, or

(iv) Held frozen with no shelf life restriction until consumed and used.
Conference for Food Protection
2006 Issue Form

Issue: 2006 III-014

Council Recommendation: Accepted as Submitted ____ Amended ____ No Action X

Delegate Action: Accepted ____ Rejected X

All information above the line is for conference use only.

Title: Breaking the seal when thawing frozen vacuum packaged seafood

Recommended Solution:
The Conference recommends no action.

Reason:
Approved methods for thawing are already addressed in the Food Code.
Title: Provide guidance on the handling of beef that has been blade tenderized

Recommended Solution:
The Conference recommends no action.

Reason:
Lack of consensus
Conference for Food Protection
2006 Issue Form

Issue: 2006 III-016

Title: Change in sections of Food Code to better define tenderization risk

Recommended Solution:
A CFP committee should be created to provide peer review of the “Guidelines on Blade Tenderized Beef for Restaurants and Retail Food Establishments” and report back to the 2008 CFP on recommended changes to improve the document and possible changes in the code. The committee should consider recent data of contamination of beef by Salmonella and E. coli O157:H7 and the impact on this by various processes including injected and mechanically tenderized beef steaks.

In addition the Conference recommends, making the following changes as follows:

Section 1-201.10 (B) change "Injected" definition:

"Injected" means MEAT to which liquid substances have been introduced by processes that are referred to as "injecting," "pump marinating" or "stitch pumping.

Section 1-201.10(B) add "Mechanically tenderized" definition:

“Mechanically tenderized” means manipulating a meat with deep penetration by processes which may be referred to as “blade tenderizing”, “jaccarding”, “pinning”, or “needling”, but does not include injecting solutions into meat.
Title: Avian Influenza

Recommended Solution:
The Conference recommends no action.

Reason:
More appropriate for the federal agencies seeing this as a global issue.
Title: New Technology for Ambient Holding/Dispensing of PHF (Homogeneous Liquids)

Recommended Solution:
The Conference recommends that a letter be sent to FDA requesting that the Food Code be modified to allow for room temperature storage of commercially sterile PHF/TCS foods in a homogeneous liquid form when it can be demonstrated that the commercial sterility of the product is maintained within the confines of a product dispenser that has been certified or classified for sanitation by an ANSI-accredited certification program to conform to ANSI/NSF Standard 18 as revised in 2006.
Title: Formation of a Hand Sanitation and Food Handling Task Committee

Recommended Solution:
The Conference recommends creation of a CFP hand washing committee to evaluate and propose changes to food code or prepare a guidance document on application of scientific practices of hand washing and report back to the 2008 CFP. The committee would collaborate with stakeholders, including the Clean Hands Coalition.
### Conference for Food Protection
#### 2006 Issue Form

**Issue: 2006 III-020**

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*All information above the line is for conference use only.*

**Title: Latex in Food Service**

**Recommended Solution:**
The Conference recommends the formation of a committee to work with the FDA to investigate the unintended allergenic and toxicological consequences of the use of barriers when handling RTE foods.
Title: Food Contact Glove Guidance / Usage Document

Recommended Solution:
The Conference recommends the Conference for Food Protection create a Food Contact Utensil and Barrier Usage Committee to produce a brand neutral guidance document illustrating the effective use of barriers and utensils when handling foods, including the use of disposable gloves, and the process of barrier use related to hand hygiene.

The resulting document would be a user friendly reference document outlining information about food contact utensil and barrier usage. It might contain a series of charts with some visuals and text, preferably multi-lingual. Including but not limited to:

1) A listing of standard and unique utensils that can be used as barriers to bare hand contact with RTE foods

2) Example barrier tasks for various segments of industry

The Committee is to report back to the 2008 CFP Biennial Meeting.
Title: Hand Antiseptics Used as a Towelette

Recommended Solution:
The Conference recommends no action.

Reason
No scientific data supports the item.
Conference for Food Protection
2006 Issue Form

Issue: 2006 III-023

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**Title:** Quat concentration limits wording change for FDA Food Code

**Recommended Solution:**
The conference recommends no action.

**Reason:**
Submitter recommended no action.
Council

Recommendation:  Accepted as Submitted  _____ Amended  X  No Action  _____

Delegate Action:  Accepted  _____ X  Rejected  _____

All information above the line is for conference use only.

Title:  Inconsistency in Sanitizer Concentration information from EPA and FDA.

Recommended Solution:
The Conference recommends that a 2006 – 08 CFP Sanitizer Committee be created with USDA, FDA, EPA and other stakeholders to review and recommend changes to Food Code and EPA regulations with regards to sanitizer concentrations, exposure time, temperature and pH, with the goal of harmonizing the language and clarifying the responsibilities.
Title: Alternative cleaning/sanitizing procedure for 2-compartment sinks

Recommended Solution:
The conference recommends no action.

Reason:
Submitter recommended no action.
Title: 2 GPM Water Flow at Hand Sinks

Recommended Solution:
The Conference recommends no action.

Reason
Already covered in the plumbing code.