

**Conference for Food Protection
Executive Board Meeting Committee Report**

COMMITTEE NAME: ANSI/CFP Certification Committee (ACAC)

COUNCIL (I, II, or III): Standing Committee - Executive Board

DATE OF REPORT: March 2016

SUBMITTED BY: Joyce Jensen and Roger Hancock, ACAC Members

COMMITTEE CHARGE(S):

The ACAC charge is to provide ongoing support and serve as liaison between the Conference for Food Protection, the CFP Food Protection Manager Certification Committee and ANSI.

COMMITTEE'S REQUESTED ACTION FOR BOARD (If Applicable):

No requested action at this time.

PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:

The ANSI-CFP Accreditation Committee (ACAC) met on November 18, 2015 at ANSI DC office. The committee welcomed two new members, Mr. Roger Hancock (CFP representative) and Dr. Manfred Straehle (ANSI representative and psychometrician).

The committee reviewed the annual surveillance for National Restaurant Association, National Registry for Food Safety Professionals, Prometric and 360training based on the assessment report by ANSI assessors, ACAC voted to approve continued accreditation for NRA and NRFSP. ACAC has granted Prometric and 360Training until its March meeting to resolve the outstanding issues. The surveillance approval for Prometric and has been delayed due to difficulty in scheduling onsite visit to test centers.

ACAC received an appeal by 360Training regarding its application to use remote proctoring for test administration. As per ANSI appeals process (ANSI-PR-004), the appeal was heard by an Appeals Task Group (ATG) comprising of three ACAC representatives. The ATG ruled against the appellant. 360Training would need correct the non-conformities identified in the assessors report' and demonstrate compliance to the CFP security requirements in order to be considered for ACAC approval.

ACAC discussed the CFP Security Evaluation Study and proposal by FPMCC to include the data collection into ANSI's annual surveillance application.

ACAC also discussed a letter received from four trainers relating to concerns about the CFP examinations and requiring English as a Second Language (ESL) exam. The letter did not satisfy ANSI's definition of a valid complaint and was addressed based on ANSI complaints procedure (ANSI-PR-005). The complainants were informed that if their concern relates to the substance of the CFP standard, they should

contact CFP and if the complaint relates to an accredited provider not meeting the standard, then, they should file a complaint as per ANSI's complaints procedure.