

Conference for Food Protection – Committee Periodic Report

Template approved: 04/20/2016

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COMMITTEE NAME: Direct to Consumer Delivery Food Safety Committee

DATE OF REPORT: Initial fall progress report Spring progress report Second fall progress report

Date submitted: 7/18/2018

Date amended (if applicable): [Click here to enter a date.](#)

Date accepted by Executive Board: [Click here to enter a date.](#)

COMMITTEE ASSIGNMENT: Council I Council II Council III Executive Board

REPORT SUBMITTED BY: Donald W. Schaffner, Chair and Albert Espinoza, Vice Chair

COMMITTEE CHARGE(S):

Issue # 2018-III-006 - that a Direct to Consumer Delivery Food Safety Committee be created.

1. Identify current recommended practices and existing guidance documents that relate to shipment directly to a consumer of perishable food items and for the safe delivery of food by Third Party Delivery Services (TPDS) entities.
2. Revise the Guidance Document for Mail Order Food Companies that includes recommended practices for transportation directly to a consumer of perishable products, to include proper packaging; temperature control during shipping, receiving, and storage; return of compromised and abused products; and other food safety related topics. Current guidance document to be revised to include food safety training for the TPDS entities, and information on all food delivery practices from food production, distribution, or retail food service facilities.
3. Determine appropriate methods of sharing the committee's work, including but not limited to a recommendation that a letter be sent to FDA requesting that the Food Code, Annex 2 (References, Part 3-Supporting Documents) be amended by adding references to the new guidance document as well as any existing guidance documents that the committee recommends, and the posting of information on the CFP website.
4. Report the committee's findings and recommendations to the 2020 Biennial Meeting of the Conference for Food Protection.

COMMITTEE WORK PLAN AND TIMELINE:

No work plans or timelines exist at this time. Once our roster is approved, we will begin the process of developing work plans and a timeline:

This report provides our committee roster for Executive Board Approval.

COMMITTEE ACTIVITIES: Dates of committee meetings or conference calls:

1. **Overview of committee activities:** A draft committee roster was developed by Council III Chair and Vice-Chair, and typographical edits were made by the committee chair.
2. **Charges COMPLETED and the rationale for each specific recommendation:**
 - a. None
3. **Status of charges still PENDING and activities yet to be completed:**
 - a. All activities

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD: No requested action at this time

1. We request that Executive Board approve our initial Committee Roster

ATTACHMENTS:

1. Content Documents:

a. **Committee Member Roster:** See changes noted above under "requested action" No changes to previously approved roster
"Committee Members Template" (Excel) available at: www.foodprotect.org/work/ Committee roster to be submitted as a PDF attachment to this report.

b. **Committee Generated Content Documents (OPTIONAL):** No draft content documents submitted at this time

2. **Supporting Attachments (OPTIONAL):** Not applicable