

## Conference for Food Protection Executive Board Meeting Committee Report

This report must be submitted to your Council Chair for review so that it can be approved and submitted to the Executive Board via the Executive Director 30 days before each Executive Board Meeting (held in April and August of each year). The report must be accompanied by an updated committee roster on the Excel spreadsheet provided (Committee Members Template) located here: <http://www.foodprotect.org/work/>.

**COMMITTEE NAME:** Recall Evaluation

**COUNCIL (I, II, or III):** I

**DATE OF REPORT:** 2/25/11

**SUBMITTED BY:** Greg Pallaske

**COMMITTEE CHARGE:** (indicate Issue Number and text from Issue stating the Committee Charge)

**Issue #: 19 and 20**

Charge: The Conference Recommends that a Recall Evaluation Committee be formed and given the following charge:

- Develop a classification system for food recalls that can be adopted by USDA, FDA, and industry.
- Create clarifying instructions and procedures that industry and consumers can easily understand and comply with.
- Establish enforceable and reasonable time frames for execution of recall communications and actions.
- Clarify the information required to be included in recall notifications.
- Establish expectations for the notification of end-users, including restaurant and retail customers as well as school and institutional food service.

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

We would like to know if there is any money available for a researcher position. It would be helpful if we could utilize a graduate student to compile recall data. We are in the process of determining an hourly rate for a grad student. The research as I see it would be to look at food recalls for the past several years and develop a matrix that shows the classification, the product, and the reason for recall.

**PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:**

We have had some 5 or 6 conference calls/webinars to discuss the various charges of the conference which culminated in the writing of a "straw man" to act as a first draft of our report. The straw man is essentially a working draft or outline containing the key points we have agreed to raise and/or discuss. January/February 2011 was allotted for committee members to evaluate the straw man and provide comments and feedback. I received back a small amount of feedback, but I'm incorporating that into a revised strawman and in March we will meet again via webinar to discuss the changes. We still need to address the customer notification portion of the charge, which we will start on in April. Since that applies

almost exclusively to retail, many of our grocer-members are very interested. A separate subcommittee has been evaluating examples of press releases and will be making recommendations for the written report.