

Conference for Food Protection – Committee Progress Report

Committee **Progress** Reports are considered **DRAFT** until accepted by the Executive Board

Approved 7/13/21

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COMMITTEE NAME: Digital Food Safety Management Systems

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

Date submitted: April 1, 2022. 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: ERIC MOORE AND BEN CHAPMAN

COMMITTEE CHARGE(S):

1. Identifying best practices, existing guidance documents, and research that relate to the use of digital food safety management systems including digital temperature monitoring equipment.
2. Developing a guidance document for food establishments and regulatory authorities that establishes General Best Practice Guidelines for Digital Food Safety Management Systems including digital temperature monitoring equipment.
3. Determining 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 4 (Management of Food Safety Practices - Achieving Active Managerial Control of Foodborne Illness Risk Factors), 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. Reporting the committee's findings and recommendations to the next Biennial Meeting of the Conference for Food Protection.

COMMITTEE WORK PLAN AND TIMELINE:

- Committee will determine timeline and scope of digital food safety systems
- Create subcommittee to focus on Charge 1 to collect existing guidance documents and research
- Subcommittee presents existing documents and research findings to the committee
- Second subcommittee to take findings from existing documents and research and outline best practice document
- Approval of best practices, writing of the document
- Create sharing plan
- Report findings and recommendations

COMMITTEE ACTIVITIES:

1. Dates of committee meetings or conference calls:

November 16, 2021

February 8, 2022

March 22, 2022

2. Overview of committee activities:

3. Charges **COMPLETED** and the rationale for each specific recommendation:

- a.
- b.

4. Status of charges still **PENDING** and activities yet to be completed:

- a. Definitions of DFSMS and Digital temperature monitoring (for scope of activities) completed and approved by voting members (March 21 via google form)
- b. Format for best practices document selected
- c. Subcommittees related to best practices document content created

COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:

X Board Action is NOT required and therefore the report can be placed on the consent calendar for Board review and acceptance.

- Board Action is required for some provision(s) of this report and therefore a verbal report needs to be presented at the Board Meeting.**

ATTACHMENTS:

1. Content Documents:

- a. **Committee Member Roster:** See changes noted above under "requested action" x **No changes to previously approved roster**
"Committee Members Template" (Excel) available at: [www.foodprotect.org/work/Committee roster](http://www.foodprotect.org/work/Committee%20roster) to be submitted as a PDF attachment to this report.
- b. **Committee Generated Content Documents (OPTIONAL):** **No draft content documents submitted at this time**

Approved definitions attached.

2. **Supporting Attachments (OPTIONAL):** Meeting minutes attached

November 16, 2021

February 8, 2022

March 22, 2022

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