

Conference for Food Protection – Committee Periodic Report

Template approved: 04/20/2016

Committee Reports are considered DRAFT until accepted by the Executive Board

The Conference Chair, Executive Director, Council Chair, or Issue Chair may return committee reports, Issues, or attached documents requesting edits to improve clarity or understanding, or to include missing information.

Committee-submitted documents may impact the image, credibility and integrity of the Conference as an organization. With the exception of material that is copyrighted and/or has registration marks, committee generated documents submitted to the Executive Board and via the Issue process (including Issues, reports, and content documents) become the property of the Conference.

COMMITTEE NAME: Ad Hoc Committee on Establishing a Disparagement Policy

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

Date submitted: 8/4/2017

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: David W. Plunkett

COMMITTEE CHARGE(S): The committee is charged with creating a policy on unfavorable or damaging language in supporting documents and attachments. The board formally created the committee and, in the fall 2016 meeting, clarified the instruction to only apply to supporting documents and attachments. Executive Board Minutes Aug. 9-10, 2016.

Issue # Executive Board Minutes April 15-20, 2016

1. [C]reating a policy on such language to be redacted including whether the language was good or bad and to continue to study the issue and come up with a formal policy for the next Executive Board meeting.
2. [Insert] the following language... in the policy: The CFP has adopted the practice of not identifying individual companies, regulatory agencies, and other entities by name, address, brand, etc., in Issues and supporting documents.

Issue # _____

- 1.
- 2.

COMMITTEE WORK PLAN AND TIMELINE: The committee is to return a proposal to the Executive Board at the August 2017 meeting so that it can be in place before Issues are submitted for the next biennial meeting.

COMMITTEE ACTIVITIES:

1. **Dates of committee meetings or conference calls:** 12/7/2016 conference call.
2. **Overview of committee activities:** A discussion draft was circulated to the committee members in June 2016 and discussed in the August 2016 Executive Board meeting. The committee held a conference call in December 2016 to address concerns raised with regard to the discussion draft and gather further feedback. A review of past issue submissions highlighted the fact that the statement from the April charge is not consistent with the actual practice of the CFP. Issues and submissions over the years reference companies by name, reference brands, and name agencies, and it is doubtful the CFP could do its job if it strictly adhered to the practice as stated at the April 2016 meeting. The committee discussed problems with administering and enforcing the policy. A revised discussion draft was circulated in March 2017. In response to comments on the revised discussion draft, a third discussion draft was circulated in July 2017. The attached draft reflects revisions in response to comments on the July 2017 discussion draft.

Charges COMPLETED and the rationale for each specific recommendation:

- a. Draft report submitted to committee and discussed 12/7/2016.
 - b. Revised draft circulated 3/23/2017.
 - c. Revised draft circulated 7/20/2017.
3. **Status of charges still PENDING and activities yet to be completed:**
 - a. Completion of report for action at fall Executive Board meeting.

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

1. Approval of the report.
2. Adoption of the Commercialism and Comity Policy

ATTACHMENTS:

Conference for Food Protection – Committee Periodic Report

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
Proposed Commercialism and Comity Policy

2. Supporting Attachments (OPTIONAL): Not applicable

Conference for Food Protection
Commercialism and Comity Policy

PURPOSE

This policy has been developed by the Executive Board to:

- 1) Establish guidelines for the use of commercial names, logos, or other information in Issues submitted to the Conference for Food Protection (CFP) and in Issues or documents developed through the CFP committee process,
- 2) Prohibit the use of CFP intellectual property including the CFP name and/or logo, without the express approval of the Executive Board, and
- 3) Establish an atmosphere of mutual respect and trust that promotes working relationships among participants of the CFP.

POLICY

Issue Submission:

- The CFP shall not endorse or criticize the use of a product, process or service by brand name.
- Issues submitted for consideration at a Biennial Meeting will be reviewed; and those where brand names are used in the statement of the issue to be considered, public health significance, or recommended solution will be rejected. The use of brand names in content documents and supporting attachments is allowed.
- The Issue Submission Form will contain a statement that reads, "It is the policy of the Conference for Food Protection to not accept Issues that would endorse a brand name or a commercial proprietary process."
- To maintain an atmosphere of mutual respect, trust and promote working relationships, the CFP discourages the use in any material submitted for consideration at a Biennial Meeting of unfavorable or damaging references to businesses, government, and other entities, or individuals.

Intellectual Property:

- The use of the CFP name and/or logo for commercial, promotional and/or endorsement purposes is prohibited by any entity other than the CFP without the express approval of the Executive Board. Prohibited usage may include, but is not limited to research, press releases, product promotions, etc.

CFP Name and Logo:

- Approval for use of the CFP name and/or logo is done through request and approval via the Executive Board.