

**MEMORANDUM OF UNDERSTANDING**  
**Between The**  
**CONFERENCE FOR FOOD PROTECTION**  
**And The**  
**NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS**

**I. PURPOSE**

The purpose of this Memorandum of Understanding (MOU) is to establish a mutually beneficial relationship between the Conference for Food Protection (CFP) and the National Association of County and City Health Officials (NACCHO). It is to the advantage of CFP and NACCHO to enter into this MOU as a means to enhance dialogue and information sharing related to food safety and defense with an emphasis on local public health support and advocacy.

**II. BACKGROUND**

- A. Article I, Section 1 of the *Constitution and Bylaws* of the CFP state, in part, that the objective of the Conference shall be to promote food safety and consumer protection by:
1. Identifying and addressing problems in the production, processing, packaging, distribution, sale, and service of foods;
  2. Focusing on and facilitating the food protection programs governing the food service, retail food store, and food vending segments of the food industry;
  3. Adopting sound, uniform procedures that will be accepted by state and local food regulatory agencies and industry;
  4. Promoting mutual respect and trust by establishing a working liaison among governmental agencies, industry, academic institutions, professional associations, and consumer groups concerned with food safety; and
  5. Promoting uniformity among states, territories and the District of Columbia. Territories include American Samoa, Guam, Northern Mariana Islands, Puerto Rico, The Trust Territory, and the U.S. Virgin Islands.
- B. The mission of the NACCHO is to improve the health of communities by strengthening and advocating for every local health department in the nation. NACCHO serves 3000 local health departments and is the leader in providing cutting-edge, skill-building, professional resources and programs, seeking health equity, and supporting effective local public health practice and systems. NACCHO promotes food safety and consumer protection by:
1. Supporting and working with local health department to improve food safety and food defense to prevent foodborne illness;

2. Connecting retail food regulatory program practitioners who are experienced in applying the FDA's Voluntary National Retail Food Regulatory Program Standards with those who are newly enrolled and looking for assistance, resources, and recommendations;
3. Advocating for environmental justice with respect to the development, adoption, and enforcement of environmental laws, regulations and policies, including food safety and security;
4. Administering the Samuel J. Crumbine Consumer Protection Award for Excellence in Food Protection at the Local Level. This award is given annually to local environmental health jurisdictions that demonstrate unsurpassed achievement in providing outstanding food protection services to their communities and highlight successful approaches to food safety that can be replicated in other communities;
5. Holding NACCHO's Food Safety Workgroup to advise and guide the improvement of foodborne disease prevention, surveillance, outbreak response, reporting, and control at the local level. The workgroup has provided guidance and feedback on the following:
  - a. Promoting and adopting the Food and Drug Administration's Voluntary National Retail Food Regulatory Program Standards;
  - b. Identifying and sharing model practices related to food safety;
  - c. Promoting and adopting the Council for Foodborne Outbreak and Response (CIFOR) guideline, and associated tools and resources.
  - d. Providing input on and guidance for NACCHO's food safety programs and projects.
  - e. Dissemination of food safety tools, resources, and data to LHDs.
  - f. Developing food safety policies.
  - g. Gaining insight into fostering better partnerships on food safety between local, state, and federal agencies.

### III. SUBSTANCE OF AGREEMENT

To enhance dialogue and information sharing related to food safety and defense, the following activities are proposed:

- A. The Board of Directors of NACCHO and the Executive Board of CFP will engage in an ongoing effort to share information related to food safety and food defense as each organization develops draft position statements, issue papers, resolutions, strategies, reports, and related documents.

~~B. Each organization will share with the other any significant dialogue held with federal counterparts (FDA, USDA/FSIS, CDC, etc.) with may result in a final position related to a national food safety or food defense issue. Necessarily excluded would be information in confidence obtained through specific federal credentialing.~~

~~C.B.~~ In order to minimize duplication of effort, each organization will work together in a timely manner when feasible to solve food safety and food defense related problems that affect the memberships of both organizations.

~~D.C.~~ Information will be shared regarding meeting times and locations, including future meeting dates and sites. CFP shall share with NACCHO the important Conference deadlines such as that for Issue submission in advance of the biennial meetings.

E.D. Both organizations shall include the Presidents and or Executive Directors in general membership information emails to ensure that each may, in turn, distribute these to their respective organizations.

F.E. Each organization shall ensure that the organizations are listed on the other's websites as a "food safety partners" link.

**IV: ACCEPTANCE**

This Memorandum of Understanding becomes effective upon signing and will remain in effect until revised by mutual agreement or terminated by either party.

APPROVED AND ACCEPTED FOR THE  
NATIONAL ASSOCIATION OF COUNTY  
AND CITY HEALTH OFFICIALS

APPROVED AND ACCEPTED FOR THE  
CONFERENCE FOR FOOD PROTECTION

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Chief Executive Officer  
National Association of County and City  
Health Officials

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Executive Director,  
Conference for Food Protection

Date: \_\_\_\_\_

Date: \_\_\_\_\_