

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 Spring and Fall 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: Plan Review Committee

COUNCIL (I, II, or III): I

DATE OF REPORT: April 1, 2013

SUBMITTED BY: Liza Frias & Catherine Cummins

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

Issue #: 2012 I-002

Charge: Plan Review Committee Chair work with the FDA to include final revisions to the Temporary Food Establishments 2011 Final Document

Issue #: 2012 I-003

Charge: Continue its review and update the following Conference for Food Protection documents and present their findings at the 2014 CFP Biennial Meeting: Permanent Outdoor Cooking Operations (2003) and Mobile Food Establishments (2006) documents.

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

The Committee requests that the finalized Temporary Food Establishments 2011 Final Document (See attached) be posted on the CFP website and that a letter be sent to the FDA as indicated in Issue #2012 I-002.

The Committee is seeking feedback from the Board as to the posting of documents on the CFP website. Could these documents be posted in an unprotected format or is there a mechanism to obtain these so that regulatory authorities that would like to use and edit can do so without recreating the documents?

PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:

The Plan Review Committee has met on a monthly basis beginning in September 2012. The Committee decided to begin with Issue #2012 I-003 updating the Permanent Outdoor Cooking Operations (2003) document. The committee has finalized the "Recommended Guidance for Outdoor Cooking Operations at Permanent Food Establishments" document and is beginning the review and update to the Mobile Food Establishments document.

The committee chairs worked with the FDA Plan Review Representatives to capture the recommended edits as identified on Issue #2012 I-002 in an effort to finalize the Temporary Food Establishments 2001 Final Document. A final draft was sent to the FDA Plan Review representatives to ensure that all the necessary edits were captured. No additional feedback or edits were received from the FDA representatives. The final draft along with the attachments is attached to this report.