

# Conference for Food Protection – Committee Periodic Status Report

Template approved by the Executive Board May 2014

**Committee Periodic Status Reports are considered DRAFT until reviewed and acknowledged by the Executive Board**

**COMMITTEE NAME:** *Certified Food Safety Regulatory Professionals (CFSRP) Committee*

**COUNCIL or EXECUTIVE BOARD ASSIGNMENT:** *Council II*

**DATE OF REPORT:** *August 5, 2014*

**SUBMITTED BY:** *DeBrena Hilton and Angela Benton*

**COMMITTEE MEMBER ROSTER:**

X see attached roster for updated member listing and Executive Board approval

committee membership has not changed; see previously submitted and approved roster dated: \_

**COMMITTEE CHARGE(s):**

**Charge 1:** Collaborate with the FDA Division of Human Resource Development, and the Partnership for Food Protection Training and Certification Workgroup (PFP TCWG) to:

1. Continue review of all initiatives: existing, new or under development; involving the training, evaluation and/or certification of food safety inspection officers. This collaborative working relationship will ensure the sharing of information so as not to create any unnecessary redundancies in the creation of work product or assignment of tasks/responsibilities.
2. Review the results of the partnership for food protection training and certification work group recommendations for the nationally recognized Retail Food Curriculum based on the Retail Food Job Task Analysis (JTA) to determine if changes are needed in the Standard 2 curriculum. Identify any gaps and recommendations for change and review the time frame for completion of Steps 1 through 4 for new hires or staff newly assigned to the regulatory retail food protection program.
3. Review the results of the partnership of food protection training and certification work group recommendations to determine if the Conference for Food Protection Field Training Manual for Regulatory Retail Food Safety Inspection Officers and forms need to be revised.

**Charge 2:** Work in collaboration with the CFP program standards committee to:

1. Provide technical assistance with questions regarding the comments contained in the 2012 CFP CFSRP's Workgroup's uniform inspection program audit pilot project report on the CFP website that might trigger revisions of the VNRFRPS, Standard 4 Uniform Inspection Program.
2. Assess if any changes will be needed in Standard 2-Trained Regulatory Staff based on the current standard for review referenced in (1) above to provide better alignment with Standard 4 of the VNRFRPS.

**Charge 3:** Report back the Workgroup's findings and outcomes to the 2016 Biennial Meeting of the Conference for Food Protection.

*COMMITTEE'S REQUESTED ACTION FOR EXECUTIVE BOARD (If Applicable): Approval of submitted committee roster.*

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

**1. Progress on Overall Committee Activities**

- a. Meeting constituency ratios: This committee has met the maximum allotment of 23 members. Selection was determined by constituency ratio outlined in bylaws then by preferences listed by members at the 2014 CFP Conference. Per CFP bylaws, volunteers not selected as a voting member will be asked to join the committee as a non-voting member.
- b. Local Regulatory constituency limited to 3 members based on interest.