

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

Council Chairs are required to submit committee reports to the Executive Director at least 30 days prior to each Executive Board meeting (held in Spring and Fall of each year); please submit reports far enough in advance of this deadline to permit review by the Council Chair. Committee Periodic Status Reports are intended to update the Executive Board on the status of the committee and the progress toward fulfilling the charges approved by the Assembly of Delegates or assigned by the Executive Board.

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

COUNCIL or EXECUTIVE BOARD ASSIGNMENT: *Council II*

DATE OF REPORT: *March 5, 2015*

SUBMITTED BY: DeBrena Hilton

COMMITTEE MEMBER ROSTER:

- 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 revised committee roster (attached).*

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PROGRESS REPORT / COMMITTEE ACTIVITIES WITH ACTIVITY DATES:

1. Progress on Overall Committee Activities

Committee work pending

Charge 1:

Initial report from the PFP Training and Certification Workgroup received on December 16, 2014: the retail curriculum will be addressed in more detail later, by late summer or so. Currently, the Partnership for Food Protection Training and Certification Workgroup (PFP TCWG) is focused on the entry level General Education (Gen Eds) domain areas (1st - 2 rows on the framework that are mostly knowledge/awareness based and/or comprehension) that is common to all Integrated Food Safety System inspectors/investigators.

In the spring/summer the PFP TCWG wants to be able to have the curriculum Gen Ed requirements identified in such a way that they can be handed off to ISS/ISD to begin developing content w/ Subject Matter Experts (SMEs).

In summary, the PFP TCWG recommended curriculum may not be completed in time to debate whether changes are needed to Standard 2 prior to issue submission deadline for the next CFP.

Charge 2:

CFP program standards committee workgroups formed. Collaboration pending.