



Association of Food and Drug Officials

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Trevor Hayes, Executive Director of CFP
And
Elizabeth Nut, Program Chair 2008 CFP

As co-chairs of the Association of Food and Drug Officials (AFDO) Retail Food Committee we would like to thank you for the opportunity to revise the Memorandum of Understanding between the Association of Food and Drug Officials and the Conference for Food Protection (CFP). Our past President, Marion Aller and our current President, Charlene Bruce are excited about the opportunities this new MOU provide for both of our organizations.

Informal communication between AFDO and CFP committees will be a key to successful implementation of our new agreement. As co-chairs of the Retail Food Committee we will take responsibility to work with other AFDO committee chairs to inform them of work that is happening on all CFP committees. After the August, 2006 CFP Board meeting, we will contact CFP committee chairs to learn what charges they will be working on during the 2008 conference and will share with committees from both organizations those charges that may overlap with or are associated with charges that are assigned to AFDO committees. By doing this we hope to achieve collaboration that benefits both AFDO and CFP. We can also facilitate teleconferences to promote collaborative efforts.

We would appreciate it if you could provide your committee chairs with our contact information. Lisa Wright has provided us with the 2008 committee chair contact information.

If you have any suggestions or recommendation on how to facilitate or make this process a smooth one, please let us know.

Thanks for your assistance in reviving the MOU.

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE ASSOCIATION OF FOOD AND DRUG OFFICIALS
AND
THE CONFERENCE FOR FOOD PROTECTION**

It is to the advantage of the Association of Food and Drug Officials (AFDO) and the Conference of Food Protection (CFP) to enter into a Memorandum of Understanding for the purpose of establishing and continuing dialogue and information sharing related to food safety and food defense. Enhancing communication will help to protect the citizens of the United States from foodborne illness and also promote food defense efforts between the two associations.

To this end, the following activities are proposed:

1. The Board of Directors of AFDO 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.
2. Each organization will share with the other any significant dialogue held with federal counterparts (FDA, USDA/FSIS, CDC, etc.) which 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.
3. 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 associations.
4. Information will be shared regarding meeting times and locations (including future meeting dates and sites). CFP shall share with AFDO the important Conference deadlines such as that for Issue submission.
5. 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.
6. Each organization shall ensure that the organizations are listed on the other's web sites as a "food safety" link.

MEMORANDUM OF UNDERSTANDING

Page 2

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

Charles Bruce
President
Association of Food and Drug Officials

Elizabeth A Nutt
Chair
Conference for Food Protection

DATE 8/22/06

DATE May 1, 2007