

HACCP Utilization and Food Safety Systems PDG

Members Present: Organizational Meeting.

New Members Present: Lone Jespersen, Benjamin Warren, Gary Acuff, Jennifer Acuff, Gbenga Adewumi, Alejandro Amezcuita, Jean Anderson, Neil Bogart, Leslie Bourquin, Philip Bronstein, Robert Buchanan, Martin Bucknavage, Dennis Burson, Julie Carver, Cagatay Celik, Duck-Hwa Chung, Andrew Clarke, Fred Cook, Harold Ewell, Faye Feldstein, Satoshi Furukawa, Bart Hawcroft, Saeed Hayek, Evan Henke, Tim Jenkins, Ian Jenson, Amanda Kinchla, Stewart Larsen, Tatiana Lorca, Indaue Mello, Joseph Meyer, Sara Mortimore, Laura Nelson, Ismail Odetokun, Katie Pressdee, Allen Sayler, Sarah Schober, Jean Schoeni, Angela Shaw, Steven T. Sims, Peter Slade, Toyin Sobowale, Brenda Stahl, Kelly Stevens, John Surak, Harshavardhan Thippareddi, Carol Wallace, Qing Wang, John Weisgerber, Wendy White, Pamela Wilger and Kisun Yoon.

Board/Staff Member Present: Donald W. Schaffner.

Meeting Called to Order: 8:00 a.m., Sunday, July 28, 2013.

Recording Secretary of Minutes: Andrew Clarke.

Old Business: None – Organizational Meeting of the proposed HACCP and Food Safety Systems PDG.

New Business: A very well attended inaugural meeting of the proposed HACCP and Food Safety Systems PDG. Attendees were requested to propose ideas and topics to provide clarity on the purpose of the group and also to formulate a group specific mission statement. Following oral review of the Antitrust Guidelines, the key areas for focus for the group were categorized as: (1) Regulatory, (2) Success and failures of HACCP systems, (3) Education and Training specific to HACCP (4) Culture surrounding the overall management of HACCP based systems and (5) Returning to basics – Clarity around HACCP requirements.

- (1) Regulatory. The group demonstrated an overwhelming interest in using the PDG as a forum for sharing knowledge and best practices. It was felt that sharing guidance on science based approaches to HACCP would be beneficial to assist manufacturing plants complying with future changes in regulatory requirements. The changes related to FSMA was a particular area where it was felt that sharing information would assist in understanding expectations.
- (2) Success and failures of HACCP systems. Several attendees indicated interest in utilizing the PDG to communicate both successes and failures in HACCP and food safety systems and as a conduit to provide guidance on effective

approaches to HACCP. This included potentially providing guidance on how to formulate a dynamic HACCP system and move away from the routine cookie cutter approach which several people felt provided little value. A web based forum for the group was suggested to share information – post questions, success stories for year round usage.

- (3) Education and Training. The group felt the PDG could provide an avenue for knowledge transfer and to enable the sharing of best practices. It was recognized there were several different approaches to training HACCP which was causing confusion; it was felt the group might be able to provide clarity and a standardized approach to HACCP training. It was suggested that a peer review repository might be beneficial to collate information for sharing in one place.
- (4) Culture. The group discussed the importance of effective and engaged management to ensure the effectiveness HACCP based food safety systems. It was suggested that the group might be able to provide guidance on the approaches required to engage personnel, particularly those in smaller business. Defining management commitment and sustaining a food safety culture from the top down was of particular interest to the group.
- (5) Return to basics. Again the group felt the PDG could assist with guidance and clarity around fundamental HACCP terminology and also in providing support on the approaches to take to ensure outcomes were effective and enabled consistency. The group indicated there was a need to provide effective validation techniques and also clarity between the expectations of when and what to validate, particularly the importance of supporting pre-requisite programs.

The group briefly discussed some potential symposium ideas for next year's IAFP Annual Meeting. The intention was to create a framework from the topics discussed and reconvene through a conference call at a later date.

Mission Statement: The group is an international knowledge sharing forum to promote the successful development and implementation of HACCP and food safety systems.

Recommendations to the Executive Board:

1. Formally recognize this group as a PDG with the title “HACCP Utilization and Food Safety Systems.”
2. Lone Jespersen nominated as Chairperson.
3. Ben Warren nominated as Vice Chairperson.

Next Meeting Date: Following Board recognition of the PDG, a conference call will arranged within 1-2 months where the proposals for symposia, round tables and next steps for the group will be discussed. The intention is to hold the next in- person meeting at IAFP 2014 in Indianapolis. Members interested

in organizing the PDG's next steps are: Heidi Saunders, Julie Carver, Harold Ewell, Joseph Meyer and John Weisgerber.

Meeting Adjourned: 9:46 a.m.

Chairperson: Lone Jespersen.