

Final Minutes

23RD MEETING OF THE FOCAL POINT NETWORK PALMA DE MALLORCA (SPAIN); 6TH-7TH MAY 2015

Chair: Stef Bronzwaer

Members

Austria	<i>Melanie Kuffner</i>
Belgium	<i>Laurence Ballieux</i>
Bulgaria	<i>Donka Popova-Mincheva</i>
Croatia	<i>Sandra Bašič</i>
Cyprus	<i>Eleni Ioannou-Kakouri</i>
Czech Republic	<i>Petr Beneš</i>
Denmark	<i>Birgitte Helwich</i>
Estonia	<i>Piret Priisalu</i>
Finland	<i>Kirsi-Maarit Siekkinen</i>
France	<i>Adrienne Pittman</i>
Germany	<i>Lea Herges</i>
Greece	<i>Gorgias Garofalakis</i>
Hungary	<i>Judit Sali</i>
Ireland	<i>Edel Smyth</i>
Italy	<i>Luca Busani</i>
Latvia	<i>Aija Melngaile</i>
Lithuania	<i>Giedrė Čiuberkytė</i>
Luxembourg	<i>Elisa Barillozzi</i>
Malta	<i>Ingrid Busuttil</i>
Netherlands	<i>Hubert Noteborn</i>
Norway	<i>Gisle Solstad</i>
Poland	<i>Iwona Wisniewska</i>
Portugal	<i>Cristina Baptista Rodrigues</i>
Romania	<i>Dida Cozachevici</i>
Slovak Republic	<i>Marica Theiszová</i>
Slovenia	<i>Blaža Nahtigal</i>
Spain	<i>Cristina Alonso-Andicoberry</i>
Sweden	<i>Karin Nyberg</i>
United Kingdom	<i>Alisdair Wotherspoon</i>
United Kingdom	<i>Giorgia Albieri</i>

Observers

Switzerland

Barbara Engeli

EFSA Staff

Bernhard Url

Stef Bronzwaer

Sérgio Potier Rodeia

Julia Finger

Jeff Moon

teleconference

Tilemachos Goumperis

teleconference

Stefano Cappe

teleconference

Shira Tabachnikoff

teleconference

Olaf Mosbach-Schulz

teleconference

Frank Boelaert

teleconference

Apologies:

Iceland and Observers from Candidate Countries

1. OPENING OF MEETING

In the presence of EFSA's Executive Director (ED) Bernhard Url, Stef Bronzwaer, Head of Unit (HoU) of EFSA's Advisory Forum and Scientific Cooperation Unit (AFSCO) and Chair of the meeting opened the 23rd meeting of the Focal Points network.

The Chair announced the presence of Bernhard Url as well as of Teresa Robledo, new Executive Director of AECOSAN, and of José Ramón Bauzá Díaz, President of the Government of the Balearic Islands. This was followed by a short welcome in Spanish by Sérgio Potier Rodeia from EFSA's AFSCO Unit.

2. ADDRESS BY AECOSAN EXECUTIVE DIRECTOR

The Chair gave the floor to Teresa Robledo, who welcomed EFSA and FPs to Spain and underlined the importance of the FP Network in implementing scientific cooperation on risk assessment across Europe.

3. ADDRESS BY THE PRESIDENT OF THE BALEARIC ISLANDS

The Chair gave the floor to José Ramón Bauzá Díaz, who welcomed participants to Mallorca and expressed his wishes for a successful meeting.

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WELCOME BY EFSA'S EXECUTIVE DIRECTOR

The Chair gave the floor to Bernhard Url who thanked the Spanish Authorities for the invitation to host the meeting in Mallorca. Bernhard pointed out that the meeting held in a regional area aligns with the spirit of Schuman's proclamation of Europe as the "Europe of the regions", which shows that FP meetings, in addition to contributing to food safety, contribute in general to the project and values of the European Union.

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The Chair then resumed Agenda item 1 and welcomed participants, especially those that attended a FP meeting for the first time: Birgitte Helwich, the new FP from Denmark and Giorgia Albieri, who joined the FP team of the UK. He also welcomed Ana Canals to the meeting, the alternate AF member and alternate FP member from Spain.

The Chair informed participants that the minutes of the 22nd FP meeting were approved by written procedure and published on EFSA's website and uploaded in DMS on 27.03.2015. He also mentioned that the final draft Agenda of the meeting was included in the paper folders of participants, along with logistical information and the social event.

The Chair highlighted the opportunity for participants to exchange their views on the concept of "Open EFSA" with EFSA's ED given his participation on the meeting. Particular attention will be given to further implement the Scientific Cooperation Roadmap, through new tools such as Expert Mobility, Twinning Projects and sharing of information on Forthcoming RA activities.

Several issues were raised by FPs and included on the Agenda for the 2nd day, namely:

- ANSES Opinion on Insects (FR);
- Risk ranking in the red meat supply chain (NL);
- Feedback on the 4th Annual Scientific meeting of the MedVetNet Association (FR);
- Brochure on French cooperation with EFSA (FR);
- Feedback on the Symposium of the German FP during the 52nd Congress of the German Nutrition Society (DE);
- Brochure on Cyprus Cooperation with EFSA (CY);
- BfR video on kitchen hygiene (DE).

The Chair asked if FPs wanted to raise any other items. Four additional topics were raised and included under Agenda item 17 (AoB), in particular:

- Update on Cyprus events (CY);
- Release of a book and video on food safety for infants (PT);
- Additional improvements on Article 36 documentation (ES);
- Evaluation of the Food Safety Almanac (DE).

In accordance with EFSA's Policy on Declarations of Interests, the Chair asked if any FP wanted to declare an interest. No specific interest was declared.

The Chair then adopted the final agenda.

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4. ADDRESS BY EFSA'S EXECUTIVE DIRECTOR

The Chair thanked EFSA's Executive Director for his participation in the FP meeting. The ED welcomed the participants and briefly introduced himself, emphasising his experience in a MS institution as previous Director of the, AGES. Bernhard then presented the strategy "Towards EFSA 2020" and how FPs can contribute to establish a common RA agenda. He explained the concept of "Open EFSA", its core values and the challenges and advantages of public engagement in science. FPs as the ambassadors of EFSA in the MSs can support the establishment of an EU RA community by providing input of national expertise through joint projects, expert mobility and information exchange.

By asking FPs their view on the concept of "Open EFSA", Bernhard stimulated an active discussion. FPs appreciated being informed about the vision of EFSA's management as well as the concept itself as an ambitious step forward. They reported on particular problems deriving from lack of human and financial resources in science, demographic developments requiring rebalancing and a general need to keep pace with irreversible

technology developments in modern digital age. FPs highlighted the urge to share expertise using the opportunities of social media and web-based technologies. They also expressed their concerns about public data sharing that could lead to misinterpretations, loss of quality and ownership conflicts. Bernhard thanked FPs for their contributions underlining the challenge of making data accessible in an intelligent way that will require the analysis of different levels of openness in order to keep a proper balance between openness and independence.

5. FP ACTIVITIES – CONTRIBUTION TO EFSA’S STRATEGIC OBJECTIVES AND SCIENTIFIC COOPERATION ROADMAP

The Chair gave an introduction to the joint presentation of AFSCO and FPs on their activities and contribution to EFSA’s strategic objectives and Scientific Cooperation Roadmap. Six FPs presented a specific activity that aims to meet such strategic objectives and provide an active contribution to the Scientific Cooperation Roadmap: (1) The “Tavolo EFSA” as a platform for sharing knowledge about EFSA at national level, by Italy; (2) a collaborative national method of “Preparing Advisory Forum meetings”, by the United Kingdom; (3) the project management approach of sharing “Forthcoming Risk Assessment Activities” following a national RA Project Handbook including EFSA checkpoints, by Norway; (4) an “Article 36 survey” conducted by Greece on the perceived benefits and challenges for organisations on the Article 36 list; (5) the concept of national “Mirroring Networks” of EFSA’s Scientific Networks, by Spain; and (6) the trans-national cooperation implemented through “Regional Focal Point Events” by the Slovak Republic.

The Chair concluded by informing participants of the recently published Scientific Cooperation Annual Report 2014 - with a few copies having been made available during the meeting - and inviting FPs to distribute the booklet.

6. EXPERT MOBILITY

6.1. Guest Scientist scheme

The Chair provided feedback on the exchange of scientists between EFSA and MS institutions (called Guest Scientists). The positive feedback received to date resulted in an agreement at the last AF meeting to continue and expand this Expert Mobility Programme and to assign its coordination to FPs. The deadline for expressions of interest of the latest call (to be sent to the corporate mailbox afsecretariat@efsa.europa.eu) was extended until 29th May. FPs were asked to disseminate this information through the relevant national networks.

Norway, having hosted an EFSA expert, confirmed the opportunity to get a different perspective through this exchange. The FP from Malta suggested starting a similar exchange programme between MS. The Dutch FP recommended that the Network of Heads of Agencies could be asked to support and perhaps even expand the staff exchange both amongst MS and between MS and EFSA. The Italian FP recommended EFSA to specify priority topics for the staff exchange which would help to identify experts. Some problems were also reported, e.g. double feedback being asked both by EFSA and FPs to participants; and expressions of interest being sent directly to EFSA without informing FPs. The Chair acknowledged that procedures regarding provision of feedback and expressions of interest should be improved. For the last calls, information on incoming applications will be shared with FPs. Also, priority topics will be identified for future calls.

Action Point 1: *AFSCO to share with each FP the applications submitted for Guest Scientists coming from their own country*

Action Point 2: *FPs to disseminate information on applications for the Guest Scientist and Staff Exchange scheme until 29 May 2015*

6.2. PhD exchange

The Chair introduced the planned PhD exchange scheme. The programme is addressed to PhD students from universities on the Article 36 list or other public academic institutions in Europe with research interests in EFSA's remit. EFSA cannot offer grants or provide academic awards but can provide a research advisor to be the contact person with the PhD supervisor during their stay (currently, a maximum of 6 months).

Applications can be sent throughout the whole calendar year using the form for "EFSA's Short-term Study Visit" scheme available on EFSA's website on this link:

<http://www.efsa.europa.eu/en/jobs/traineeship.htm>

FPs expressed interest on the PhD scheme and made important comments for future consideration. The Italian FP mentioned that time limits may constrain a 6-month stay within a 3-year PhD period. To overcome such constraints, it would be necessary to guarantee that the scientific output of the student's research in EFSA meets national PhD study requirements. The Spanish FP added that usually PhD students get the possibility to stay in certain institutions abroad for around 6 months, thus the availability of EFSA for such a time period is crucial. The Chair concluded that study systems vary from country to country and that input from FPs will be crucial to further improve the scheme and allow the liaising between EFSA and academic institutions. The Dutch FP suggested that FPs could approach national funding institutions and raise awareness of the EFSA study visit scheme. The Spanish AF member proposed to collaborate with PhD students and other post-graduates hosted by other institutions. The Italian FP recommended the creation of a database of students that have stayed in EFSA or national Food Safety Authorities during their PhD. The Greek FP proposed to contact national funding agencies to inform them on the PhD scheme and, if appropriate, to encourage them to make the corresponding expenses eligible for relevant research funding schemes.

A proposal for the PhD exchange scheme will be presented to the AF on the upcoming meeting on 11-12 June. The draft proposal will be shared with FPs for information.

Action Point 3: *AFSCO to draft proposal on PhD Exchange scheme to be tabled at the AF meeting and to be shared later with FPs*

7. IMPLEMENTATION OF THE SCIENTIFIC COOPERATION ROADMAP – TWINNING PROJECTS

The Chair gave the floor to Sérgio Potier Rodeia, who informed FPs on the development of Twinning Projects as another implementing step of the Scientific Cooperation Roadmap. EFSA Twinning Projects differ from the "Twinning" concept of the EC, which mainly covers joint projects between MS and accessing and third countries making use of EC funds. The core of the EFSA Twinning Projects is partner-work among MS to exchange and transfer knowledge supported by EFSA through grants with a 50% co-financing. The current concept proposes a two-step process: a first comprising an expression of interest being subject to a preliminary evaluation; and a second when complete proposals are then submitted. A key evaluation criteria will be the trans-national character of the proposal, with a minimum of two countries being involved. Within one MS, collaboration amongst different Article 36 organisations (or subcontracting) will also be possible. The overall funding may be in the range of 1M Euro.

FPs clearly expressed their interest and agreement with the concept of Twinning Projects presented and their preference for the two-step proposal. The Chair concluded by mentioning that a first call is expected to be launched by the end of the year.

8. ADVISORY FORUM UPDATE

8.1. Update from the 55th AF meeting

The Chair gave the floor to Jeff Moon, who summarized via teleconference the key issues of the last AF meeting, held in Parma on 4-5 March. Main topics of the meeting were scientific divergence according to Article 30 of EFSA's Founding regulation, the work programme of the AF Communications WG, the RA work on Alkenylbenzenes as botanicals, foodborne viruses, the increase of robustness, transparency and openness of EFSA within the framework of "Open EFSA" concept, an update by the EC on the review of the General Food Legislation, and the AF Review.

8.2. Agenda of the 56th AF meeting

Jeff Moon gave an outlook of the upcoming AF meeting that will take place on 11-12 June in Riga, Latvia. The meeting welcomes the presence of the Chair and Vice-Chair of EFSA's Management Board and includes a presentation to be made by the BIOHAZ Panel. Further topics tabled on the Agenda are the AF Review, the Fellowship Programme & PhD Exchange, Annual and Multi-Annual Planning, forthcoming RA activities, an update from the AFCWG, and the open Data and BONUS Programme of Latvia. The UK FP asked to receive more information on Agenda Item 5 "Bee Health – Review of current activities" in preparation of the AF meeting.

Action Point 4: *EFSA to share additional information on topic of Bee Health with FPs in preparation of upcoming AF meeting*

9. FORTHCOMING RISK ASSESSMENT ACTIVITIES

9.1. Quarterly feedback for AF meeting

The feedback on forthcoming RA activities became a standing item on the agenda of FP meetings. The Chair invited the 13 MS that had inserted activities on the relevant table in advance of the meeting to give a short overview, highlighting the most important entries.

9.2. Improvements to reporting table – feedback from Breakout Group

The Chair gave the floor to Adrienne Pittman, FP from France, who presented suggestions for improvements of the reporting table on behalf of the Breakout Group that had discussed this issue during and after the last FP Meeting in Brussels. Two proposals were submitted for plenary consideration.

9.3. Discussion

FPs voted with a clear majority for proposal 1 of the Breakout Group hence in a simplified version of the table containing only one Excel sheet but with a few additional columns. The reporting table - with the title "Overview of Forthcoming Risk Assessment Activities for 2015" - should comprise a guide giving general instructions and information on how to fill in the table. Concerns were raised regarding the confidentiality of the information on the table. The Chair proposed a disclaimer highlighting the public nature of the document to be inserted at the end of the guidance part as a possible solution, given the added value in sharing the table at national level. Both the modified table with its revised guidance and the disclaimer will be presented to the AF at the June meeting.

Despite remaining a standing item on FP meetings, the roundtable for presenting new entries on the table will no longer be practiced. Instead, the (new) table will be shared before FP meetings and any particular questions or information can be then addressed at the meeting, if raised.

Action Point 5: *AFSCO and Discussion Group (former Breakout Group) to draft a proposal for a new table on forthcoming RA activities, comprising an extended guidance with disclaimer and the revised table. The new file should be ready by 1st of June in order to be submitted to the AF at the June meeting.*

10. EFSA'S FOOD & FEED CRISIS PREPAREDNESS

The Chair introduced Tilemachos Goumperis from EFSA's SCER Unit, who gave a presentation via teleconference on EFSA's Food and Feed Crisis Preparedness. Tilemachos explained the procedure for urgent requests and the crisis training strategy. He highlighted the frequent confusion on the use of the terms "urgent requests", which have to be answered within very short deadlines, and "emerging risks", which are possible new or re-emerging risks that generally require information (data) for more in-depth analysis and are not necessarily urgent. Both the links to EFSA's procedures for responding to urgent requests and to publications related to EFSA's crisis trainings have been indicated in the presentation.

11. EFSA'S DATA WAREHOUSE

The Chair introduced Stefano Cappe from EFSA's Evidence Management Unit, who presented via teleconference the EFSA Scientific Data Warehouse (DWH). The DWH is a complex database, hence a cornerstone in the concept of "Open EFSA". Stefano showed the project status, explained the available functionalities of the tool and provided an outlook on next steps in the project. The access to the DWH is ruled by the DWH Access Rules - recently published - and based on stakeholder groups (data providers, EFSA, EC, public). Stefano thanked those countries that had participated in the "Circle of Trust" to test and evaluate the system.

Action Point 6: AFSCO to circulate the link to publication of DWH Access Rules

12. COMMUNICATIONS UPDATE

The Chair welcomed Shira Tabachnikoff, International Cooperation Adviser, who introduced herself, via teleconference, as the new Chair of the AFCWG. Shira presented her new approach to get WG members to take the lead and develop joint communication activities. The new priorities for 2015-2017 are in line with the "Open EFSA" principles, and focus on collaboration, openness and innovation. New Risk Communications Guidelines have been launched and can be found on EFSA's website.

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The Chair closed the meeting of the first day.

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13. SUPPORT FOR SCIENTIFIC NETWORK REPRESENTATIVES

The Chair opened the 2nd day of the meeting and gave the floor to Julia Finger, who gave an outlook on further support for national representatives in EFSA's Scientific Networks. The yearly update of nominations by the AF has been concluded and a calendar with an overview of Network meetings in 2015 has been shared with FPs. Following a request of FPs on the last meeting in Brussels to draft a guide with information for new Network representatives, Julia gave an overview on documents currently available and FPs were asked for suggestions on additional or revised guidance.

The French FP proposed to ask French Representatives in EFSA's Scientific Networks on an upcoming national meeting which additional information could be useful. The FP from the UK suggested a guidance indicating where to find useful information. Participants agreed that a Discussion Group made up by AFSCO, FPs and EFSA colleagues dealing with the Scientific Networks work on a document aiming to indicate information for new Network representatives. Seven FPs volunteered for the Discussion Group: Greece, France, Spain, UK, Cyprus, Belgium and the Netherlands.

Action Point 7: AFSCO to identify volunteers from Scientific Units to participate in the Discussion Group on developing a Guide for new Scientific Network members

Action Point 8: AFSCO to set up the Discussion Group on developing a Guide for new Scientific Network members

FPs reported problems in accessing the DMS communities of some of the Scientific Networks. These need to be evaluated on individual basis, as access had been granted in the past to all FPs.

Action Point 9: *FPs to test access to the Scientific Network communities on DMS and report any problems they may face*

14. DMS- CLINIC

The Chair gave the floor to Sérgio Potier Rodeia who gave a practical demonstration of the Document Management System (DMS). Sérgio provided an overview of the FP workspace, common procedures on the DMS and solutions to re-occurring problems.

Action Point 10: *FPs to test access to the DMS system and report any problems*

15. TRACING FOOD AND FEED PRODUCTS FOR OUTBREAK INVESTIGATIONS

15.1. Traceability

The Chair gave the floor to Olaf Mosbach-Schulz from EFSA's Assessment and Methodological Support Unit (AMU), who gave a presentation on traceability via teleconference. Olaf explained the various steps from a foodborne outbreak in a MS via information exchange through the RASFF system of the EC to EFSA's role in coordinating multi-national tracing and evaluating evidence. Olaf pointed out that DG SANTE is going to modify the RASFF system - currently an information system - into a database. In this context, FPs will be contacted and asked for their national expertise regarding monitoring.

15.2. Rapid Outbreak Assessments

The Chair gave the floor to Frank Boelaert from EFSA's BIOCONTAM Unit, who gave an overview on EFSA's Rapid Outbreak Assessments via teleconference. Frank explained EFSA's mandate for scientific assistance in the investigation of multinational food-borne outbreaks and the joint EFSA-ECDC rapid outbreak assessment system.

15.3. Discussion

In Olaf's presentation, reference was made to a software-tool, the so-called FoodChain-Lab to perform data validation and analysis, which was developed and is provided by the German BfR. The German FP confirmed that the BfR would be open to share the software. A specific presentation by a BfR expert on the software tool could be taken into consideration for a later FP meeting.

Action Point 11: *German FP to inform about further activities regarding the FoodChain-Lab Software on BfR OpenLab*

16. ISSUES RAISED BY FP'S AND EFSA

16.1. Grants and procurement

The Chair gave a short overview of the presentation on recently launched calls for grants and procurement. He particularly drew attention to a call for tender launched by the SCER Unit on a global food chain analysis of aquaculture. Upon question from the French FP, the Chair informed that six proposals for the current Thematic Grant call have been received to date.

The Chair recommended keeping the approach used on this meeting for presenting upcoming grants and procurement calls, remaining a standing item on the agenda of FP meetings. This means that an overview on upcoming calls for grants and procurement will be shared with FPs in advance of FP meetings and any questions they may have can then be raised under this standing item.

16.2. ANSES Opinion on insects

The Chair gave the floor to Adrienne Pittman, FP from France, who presented ANSES "Self-referral on the use of insects as food and feed and the review of scientific knowledge on the health risks related to the consumption of insects". Possible health hazards and health safety issues deriving from the rearing and production of insects have been analysed, along with the respective recommendations to prevent them. The opinion is available both in French and English languages. Upon question from the Italian FP, Adrienne confirmed that very little data on environmental impact of the raising of insects had been found. The Swiss FP informed that a risk assessment on specific insects has been conducted and that the three assessed species may be introduced as food of animal origin into the currently revised Swiss food law.

Considering the interest and the apparent on-going activities on the topic, the Chair asked FPs who are undertaking or have undertaken RAs on insects to share such information. Belgium, the Netherlands, France and Switzerland confirmed having run such activities.

Action Point 12: *FPs to share information on on-going and finalized RA on insects*

16.3. Risk ranking in the red meat supply chain

The Chair gave the floor to Hubert Noteborn, FP from the Netherlands, who informed FPs on a new approach of risk ranking in the red meat supply chain. Advices have been given and the whole process will be repeated for other types of meat and subsequently for plant products.

17. ANY OTHER BUSINESS

The Chair started this Agenda item by informing FPs that a document on the fellowship programme will soon be tabled to the AF.

The Chair also acknowledged having received comments and a letter of concern from FPs regarding the phasing out of the IEP. The phasing out of the IEP runs in parallel with the decision to phase out ScienceNet, the latter will not receive any more IT maintenance. It is expected to stop working at a certain point in time in the future. On the next AF meeting the HoU of the new EFSA Planning and Monitoring Unit (formerly IT) will give some more information on the phasing out of ScienceNet and its replacement by other tools.

The Chair confirmed that four additional items have been added to this Agenda item #17, namely: information from Cyprus on upcoming events; the presentation of a book on food safety for infants by Portugal; suggestions on additional improvements on Article 36 documentation by Spain; and request for feedback on the Food Safety Almanac by Germany.

17.1. Upcoming Focal Point meetings

The Chair gave the floor to Sérgio Potier Rodeia, who provided an overview of the upcoming FP meetings: on 13 October 2015 the joint meeting of AF and FP will take place in the framework of EXPO Milan. The half-day meeting will be followed by the EFSA Scientific Conference on 14-16 October 2015. Further information on the event held by Italy on the morning of the 14th of October will be given at the AF meeting in June. The 25th FP meeting will be held in Parma on 18-19 November 2015. Sérgio gave an outlook on provisional dates for the FP meetings in 2016: the 26th FP meeting is planned to take place on 10-11 February in Parma, the 27th FP meeting on 11-12 May in Lisbon, the 28th FP meeting on 14-15 September in Croatia (tbc) and the 29th FP meeting on 8-9 November in Parma.

17.2. Upcoming training initiatives and national events

The sharing of information on upcoming training initiatives and national events became a standing item on the agenda of FP meetings. The Chair gave the floor to Sérgio Potier

Rodeia, who gave an update on EFSA's advanced training courses in RA. In a pilot initiative, some advanced training courses will be opened to MS via their representatives in EFSA's Scientific Networks. Therefore, FPs will be requested to draw the attention of relevant network representatives to these training opportunities. Both the main representative and the alternate are eligible to participate. The Italian FP added that it would be important to have the material and the agenda of the trainings.

4th Annual Scientific meeting of the MedVetNet Association (FR)

The Chair gave the floor to Adrienne Pittman to announce an international conference of the MedVetNet association on 8-9 October at the ANSES headquarters. The conference is open for online registrations and abstracts can be sent until 8 June 2015.

17.3. Brochure on French cooperation with EFSA (FR)

The Chair gave the floor again to Adrienne Pittman to inform about a brochure prepared by the French FP on French cooperation with EFSA. The brochure is available in French and English online on the ANSES website. Adrienne volunteered to send to FPs an English or French copy of the publication upon e-mail request.

17.4. Feedback on the Symposium of the German EFSA FP (DE)

The Chair gave the floor to Lea Herges, FP from Germany, who briefed participants on the national Symposium, held by the German FP on 12 March 2015.

17.6 Brochure on Cyprus cooperation with EFSA (CY)

The Chair gave the floor to Eleni Ioannou-Kakouri, FP from Cyprus, to inform about a brochure on cooperation with EFSA. The Chair suggested to collect the various brochures and other material of FPs concerning cooperation with EFSA and to create a space on the EFSA website and/or inside EFSA's premises so that the many EFSA visitors may see what activities are on-going in different countries in addition to EFSA. FPs strongly endorsed such proposal for a MS corner on EFSA's premises.

Action Point 13: *AFSCO to agree and implement within EFSA the creation of a MS corner for placing MS printed material and publications*

17.7 BfR video on kitchen hygiene (DE)

The Chair gave the floor to Lea Herges, DE FP, who presented a video on kitchen hygiene prepared by the BfR. Lea asked FPs to send her their feedback.

Action Point 14: *FPs to send feedback on the BfR video on kitchen hygiene to DE FP*

17.8 Update on CY events (CY)

The Chair gave the floor to Eleni Ioannou-Kakouri who informed participants about an event that took place on the last 3 April in the framework of the World Health Day in Cyprus. Eleni also provided an outlook of an upcoming event on 21-23 September, when EFSA's ED will visit Cyprus on the occasion of a workshop on RA for MS and ENP countries.

17.9 Food safety for infants (PT)

The Chair gave the floor to Cristina Baptista Rodrigues, FP from Portugal, to introduce a book for infants, raising awareness on food safety. Cristina showed the promotional video of the book that is going to be published around the beginning of July. An English version of the book can be distributed to FPs.

17.10 Additional improvements on Article 36 documentation (ES)

The Chair gave the floor to Cristina Alonso-Andicoberry, who reported problems deriving from documentation to be sent to the national Permanent Representation by Article 36 organisations. Other FPs shared their experiences with ES, confirming that it is not mandatory to send all documents in hardcopy, but only the letter and the questionnaire.

17.11 Feedback on EU Food Safety Almanac (DE)

The Chair gave the floor to Lea Herges, FP from Germany, who thanked FPs for their contribution to the survey on the Food Safety Almanac. Lea asked FPs who have not yet provided feedback to do so by email to the German FP.

Action Point 15: *FPs to send the questionnaire on feedback on the EU Food Safety Almanac to the German FP if not yet done.*

CLOSURE OF THE MEETING

The Chair closed the meeting, thanking participants for their attendance and active contribution, and expressed special thanks to the Spanish FP for the excellent preparatory work and the pleasant atmosphere of the meeting.

SUMMARY OF ACTION POINTS

Reference	Who	What
Action 1	AFSCO	Share with each FP the applications submitted for Guest Scientists coming from their own country
Action 2	FPs	Disseminate information on applications for the Guest Scientist and Staff Exchange scheme until 29 May 2015
Action 3	AFSCO	Draft proposal on PhD Exchange scheme to be tabled at the AF meeting and to be shared later with FPs
Action 4	EFSA	Share additional information on topic of Bee health with FPs in preparation of upcoming AF meeting
Action 5	AFSCO & Discussion Group	Draft a proposal for a new table on forthcoming RA activities, comprising an extended guidance with disclaimer and the revised table. The new file should be ready by 1 st of June in order to be submitted to the AF at the June meeting
Action 6	AFSCO	Circulate the link to publication of DWH Access Rules
Action 7	AFSCO	Identify volunteers from Scientific Units to participate in the Discussion Group on developing a Guide for new Scientific Network members
Action 8	AFSCO	Set up the Discussion Group on developing a Guide for new Scientific Network members
Action 9	FPs	Test access to the Scientific Network communities on DMS and report any problems they may face
Action 10	FPs	Test access to the DMS system and report any problems
Action 11	DE FP	Inform about further activities regarding the FoodChain-Lab Software on BfROpenLab
Action 12	FPs	Share information on on-going and finalized RA on insects
Action 13	AFSCO	Agree and implement within EFSA the creation of a MS corner for placing MS printed material and publications
Action 14	FPs	FPs to send feedback on the BfR video on kitchen hygiene to DE FP
Action 15	FPs	FPs to send the questionnaire on feedback on the EU Food Safety Almanac to the German FP if not yet done

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