

Final Minutes

30st MEETING OF THE FOCAL POINT NETWORK PARMA (EFSA), 8TH - 9TH FEBRUARY 2017

Chair/Co-chair: Jeff Moon/Stef Bronzwaer

Members

Austria	<i>Katja Herzog</i>
Bulgaria	<i>Donka Popova-Mincheva</i>
Croatia	<i>Sanja Milos</i>
Cyprus	<i>Eleni Prokopiou</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>Coralie Bultel</i>
Germany	<i>Lea Herges</i>
Greece	<i>Gorgias Garofalakis</i>
Hungary	<i>Judit Sali</i>
Iceland	<i>Grimur Olafsson</i>
Ireland	<i>Edel Smyth</i>
Italy	<i>Luca Busani</i>
Latvia	<i>Elina Ciekure</i>
Luxembourg	<i>Elisa Barillozzi</i>
Malta	<i>Ingrid Borg</i>
Netherlands	<i>Jacqueline Castenmiller</i>
Norway	<i>Gisle Solstad</i>
Poland	<i>Iwona Wisniewska</i>
Portugal	<i>Filipa Melo de Vasconcelos</i>
Romania	<i>Mihai Ponea</i>
Slovak Republic	<i>Petra Gereková</i>
Slovenia	<i>Blaža Nahtigal</i>
Spain	<i>Ana Canals</i>
Sweden	<i>Bitte Aspenström-Fagerlund</i>
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FYR of Macedonia	<i>Katerina Matikj</i>
Montenegro	<i>Drago Marojevic</i>
Serbia	<i>Nadežda Dukić</i>
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FP Secretariat

<i>Sérgio Potier Rodeia</i>	<i>Julia Finger</i>
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<i>Olaf Mosbach-Schulz</i>	<i>Peter de Pauw</i>
<i>Jane Richardson</i>	

Apologies: Belgium, Lithuania.

1. OPENING OF MEETING

Jeff Moon from EFSA's Advisory Forum and Scientific Cooperation Unit (AFSCO) and Chair of the meeting opened the 30th meeting of the Focal Point (FP) network. Jeff welcomed Katja Herzog - FP from Austria, Eleni Prokopiou - FP from Cyprus, Grimur Olafsson - FP from Iceland, Katerina Matikj - FP from the Former Yugoslav Republic of Macedonia (FYROM), Nadežda Dukić - FP from Serbia and Patrick Miller - FP from the UK, who were attending a FP plenary meeting for the first time. Jeff welcomed Bosnia-Herzegovina as new Observer country to the FP Network, represented by Nadja Ustamujik.

Jeff informed that the minutes of the 29th FP meeting were published on EFSA's website on 16 December 2016. The agenda for the current meeting was adopted by the plenary with one additional item rose by Finland, to make an announcement regarding the next FP meeting in Helsinki. Finally, Oral Declarations of Interest (ODOI) were asked at the beginning of the meeting and no additional interest was declared.

2. WELCOME BY HEAD OF DEPARTMENT OF COMMUNICATIONS AND EXTERNAL RELATIONS

Jeff Moon welcomed Barbara Gallani, Head of the Communications and External Relations (COMMS) Department. Barbara explained that the mission of the COMMS Department is to enhance trust in EFSA by creating networking opportunities and communicating clearly EFSA's scientific work. The FP network is essential for these activities, as FPs increase the visibility of EFSA through their ambassadorship in the

Member States (MS) and foster cooperation and networking at national level. Barbara highlighted areas for development in 2017, particularly the improvement of the information exchange process and the exchange of information on cooperation activities occurring at international level. The agenda of the meeting addresses these by introducing the Knowledge Junction and other new tools such as the Scientific Cooperation Newsletter, and the presentation of the International Scientific Cooperation Workplan for 2017 - 2020. Barbara concluded that networking and cooperation are at the core of the work of the FP network as well in the centre of EFSA's activities.

3. DATA COLLECTION ACTIVITIES: EFSA'S DATA WAREHOUSE AND THE NEW TSE SUBGROUP

Jeff Moon welcomed to the meeting Mary Gilsean, Head of the Evidence Management (DATA) Unit, to give an update in data collection. Mary informed FPs on the status of the EFSA Data Warehouse (DWH) that had first been presented to FPs on a plenary meeting in October 2014. The DWH is meant to widen EFSA's evidence base and maximise the access to its data in accordance with the strategic objective 2 of the EFSA 2020 Strategy. Mary demonstrated the access to the DWH via the EFSA website and functionalities of the DWH, as well as the Chemical Hazard Database ("Open FoodTox"). Mary then gave an overview of data collection activities concerning Pre-Accession countries and an outlook of further activities in 2017, which will be the first year of transmission of data on zoonoses and AMR from Pre-Accession countries to EFSA.

Finally, Mary informed about a new TSE sub-group established under the Scientific Network of Zoonoses Monitoring Data. This sub-group will support EFSA on data collection on TSE and advice on matters relating to the update of the TSE data model, catalogues and manuals for reporting countries, review the annual summary report on TSE, and exchange data on TSE. Mary explained the decision to establish the subgroup under the Zoonoses Network rather than under the BSE-TSE Network, as procedures and goals are closer to the Zoonoses Network.

Jeff Moon thanked FPs for their support in the setting up of the TSE sub-group. On question from Portugal, Mary explained that trainings on the DWH are given according needs, for example at Network meetings or via teleconference. Croatia reported good experiences with training on data collection received by EFSA and the passing on of such experience to Pre-Accession countries. Spain invited EFSA to deliver a training session on the DWH directly to data providers in Spain, which would further improve collaboration across the country. Mary confirmed that this could be arranged. She further informed that training on FoodEx2 has been given in each country and that cooperation with FAO and WHO on FoodEx2 is ongoing. The DWH project is planned to be concluded by end of March 2017 with an explanatory interactive video being envisaged on the EFSA website.

4. EU RISK ASSESSMENT AGENDA (EURAA)

Stef Bronzwaer, Co-chair of the meeting, informed FPs about the state-of-play of the EURAA. The EURAA catalogue now contains 115 project ideas from 22 MS. In the current round MS are invited to express their interest in joining the proposed projects. A final version of the catalogue is expected to be ready for the upcoming Advisory Forum (AF) meeting in March.

The AF Discussion Group on the EURAA (AFDG EURAA) will reconvene after to support the process. Stef highlighted that also Pre-Accession countries can participate in projects under the EURAA, either as sub-contracted partners of the grant beneficiaries or in a project funded by MSs or any third means but not through EFSA grants. The same applies for non-Art. 36 organisations in MS, as they are also welcome to participate as partners in grants.

Stef further informed about recent EFSA visits to the EC for discussing plans regarding the Horizon 2020 programme and the EU COST programme, both as possible funding

sources for the implementation of the EURAA. It is advisable that FPs get into contact with the national programme coordinators of DG Research and EU COST programme.

Spain and Germany announced that ideas for leading projects are still being received after the closure of the first round. Stef confirmed that project ideas can still be sent by filling the respective template, and that they will be included on the catalogue once it is re-opened. Greece informed that a platform for information exchange regarding the EURAA catalogue has been created to foster interest in project idea and that background information is shared by national and other MS institutions. However, there is unclarity on the next steps of collaboration and the role of FPs as coordinator. It was clarified that the composition of projects is not meant to be driven by EFSA, but by the partners themselves. Portugal informed that the EURAA catalogue was promoted to contribute to the national programme. Portugal, Spain and Italy asked for further support from EFSA through a short explanatory statement to distribute to national organisations, which was agreed. France asked some more detail on the workshop on EURAA planned by EFSA. The format of the workshop still needs to be defined, but the idea would be to bring together AF, FPs and project leaders with the possible funders. It was clarified that, after expressing interest, the next step would be the search for funds, and a contact with the EU COST coordinators is advisable. Projects that have already found funding should indicate this in the respective column of the catalogue. FPs could act as coordinators and facilitate the matching of interested parties.

Action Point 1: EFSA to draft explanatory statement for EURAA catalogue.

5. ADVISORY FORUM (AF)

5.1. Feedback from the last meeting

Jeff Moon gave feedback on the 62nd AF meeting that took place on 8-9 December 2016 in the EFSA premises. The forum dedicated discussions to the EURAA, with DG Research & Innovation contributing with an overview of calls for research projects under the Horizon 2020. Focus was given to transparency and independency issues relating to the TERA project, with informative contributions from the MS. A breakout session was held on Emerging Risks, where MS exchanged points of view and identified further possibilities on sharing of information on emerging risks.

The Advisory Forum endorsed the continuation of six EFSA Scientific Networks and a new workflow for mandates from MS is going to be developed. MS contributed with presentations on marine biotoxins ongoing projects at ANSES (France), future research on TSE (UK); the importance of collecting accurate data and their traceability on semicarbazide in fish products (Cyprus); indicators for animal health, welfare and food safety in poultry (UK); and an innovative web-based dietary survey method (Sweden).

5.2. Upcoming 63rd meeting

Jeff Moon gave an outlook on the 63rd AF meeting which will take place on 7-8 March 2017 in Malta under the Maltese EU presidency. A detailed session will be held on Endocrine Active Substances and a breakout session will be held on the development of the new Art. 36 concept. Discussions regarding the Independence Policy will continue and the new AF DG on International Capacity Building will present its ToR. FPs are asked to send updates to the table of national RA activities in preparation of the AF meeting until 17 February.

Action Point 2: FPs to send updates to the table of national RA activities until 17 February.

6. ARTICLE 36 NEW CONCEPT – TASK FORCE ACTIVITIES

Jeff Moon gave the floor to Kerstin Gross-Helmert, who gave a presentation on the state-of-play of the new Art. 36 concept and the activities of the respective FP task force. The new concept focusses on simplifying processes for managing the Art. 36 list and making better use of the list.

Luca Busani, Chair of the task force and IT FP, then informed about details stemming from their last meeting and asked if FPs are aware of any other issues raised by their national Art. 36 organisations. Further input from national organisations should be sent to EFSA until 24 February. Discussions will continue at the next AF meeting followed by discussions with the EC. The new IT tool is going to be developed during the second half of 2017 as a pilot exercise under the task force. Dedicated training workshops will be held with MS in the beginning of 2018. The aim is to present the new IT tool, processes and the Art. 36 list to the EFSA Management Board (MB) in December 2018.

On question from Spain, Luca explained that the SWOT analysis was done with FPs and not with Art.36 organisations and that the outcome can be shared. Greece mentioned that recent visits to national institutions on the Art. 36 list confirmed that the SWOT analysis is valid. Spain asked how the task force and EFSA are going to approach the interaction of new and old Art. 36 organisations and if a new call for the Art. 36 list will be opened. Kerstin confirmed that the idea is to establish a new list according the new procedure. Therefore, FPs will be asked to support MS in looking at the list and conducting an update by analysing the interest and compliance criteria applicable to organisations. The renewal also creates an opportunity to inform organisations about networking activities going beyond the participation in grants. Luxembourg asked if EFSA could issue an official letter to invite Art. 36 organisations to join the new list. Kerstin explained that the designation of organisations is a national decision, thus EFSA will remain impartial; however, MS Permanent Representations / Missions to the EU will be officially informed about the new procedures, asking them to newly designate organisations for the list. Poland expressed the wish that the new procedure facilitates the participation of smaller organisations as part of bigger consortia. FPs are asked to support their AF member in preparation of the breakout session of the upcoming AF meeting, bearing in mind the partnership and networking approach of the new concept.

Action Point 3: FPs to send further input from national Art. 36 organisations on the current Art. 36 process and tool until 24 February.

Action Point 4: EFSA to recirculate outcome of Art. 36 SWOT analysis.

Action Point 5: FPs to support AF members in the preparation of the breakout session on the Art. 36 concept for the next AF meeting.

7. PARTNERING GRANTS

Jeff Moon gave the floor to Sérgio Potier Rodeia to present to FPs the revised concept of Partnering Grants (previously presented under the term "twinning projects"). Partnering Grants aim at knowledge transfer or knowledge exchange and differ from Thematic Grants and from Framework Partnership Agreements. They are meant to support capacity building by making use of available resources at MS level and as a tool to materialise projects on the EURAA. The overall budget is 600.000 Euros with a ceiling for each proposal yet to be decided. The first Partnering Grant is expected to be launched in spring 2017.

Greece asked if Partnering Grants will be established on permanent basis and have dedicated thematic areas like thematic grants and if recommendations for the size of consortia will be given. Sérgio explained that the size and theme of the grant is not going to be pre-defined by EFSA on the call, meant to be launched on yearly basis. On question from Italy on proportionality of knowledge transfer and knowledge exchange, Sérgio explained that no proportion is planned as criteria. On question from Germany, Sérgio confirmed that the grant will be given to Art. 36 organisations only, however sub-contracting of non-core tasks will be possible. Spain asked for more background information, thus the document that was shared with AF members will be circulated to FPs. Sérgio pointed out that Partnering Grants will not be restricted to projects under the EURAA.

Action Point 6: EFSA to circulate background document on Partnering Grants shared with AF members.

8. EU-FORA STATE-OF-PLAY

Jeff Moon gave the floor to Nicoline Le Gourierec to provide FPs with an update on the Fellowship Programme (EU FORA). Nicoline confirmed that information shared with FPs has reached the target audience and stimulated interest, thanking them for their support on the promotion of the programme. Up to now 8 organisations have expressed interest to host one or more fellows, which should ideally increase to 10-12 organisations. The deadline of both calls for fellows and for hosting sites has been extended until 24 February. FPs are asked to continue their promotional activities, particularly regarding fellow expressions of interest.

Hungary asked for a preliminary overview of applications like the figures shared during the EFSA Panel renewal. Denmark pointed out that an obstacle for fellows to apply is to not know the hosting sites in advance. Nicoline acknowledged that information about possible hosting sites will be provided after the next circle of the EU-FORA, but to date was not yet possible to disclose it. On question from Portugal on why the pilot is not starting with a shorter programme, Nicoline explained that the EU-FORA is mirroring a similar programme of ECDC, which runs for 2 years and that the combination of training and work would not be feasible for periods shorter than 1 year. Norway indicated having experience from the ECDC programme, where fellows are paid directly through the programme, which is not the case in the EU-FORA. This causes a problem for possible applications, as hosting sites face eventual side-costs for social security, amongst other. Austria added that there is still lack of clarity regarding the employment status of the fellow, including about the salary of origin. Nicoline explained that the status and payment of fellows has, on purpose, been left to the decision of the sending institution and the hosting site, enabling a broader participation. Spain remarked that not many proposals have been received due to national and internal employment rules. Payment made directly by EFSA could overcome a hurdle for hosting sites. Instead, fellows are mainly hired on a project basis, thus they are not employees of Art. 36 organisations and thus not eligible. France mentioned internal constraints, particularly regarding payment. Stef Bronzwaer remarked that the vision should prevail over bureaucracy, underlining that the pilot project has been kept quite open to facilitate participation. Norway agreed pointing out that time is needed to convince national organisations to engage, a process that may take some years, and that problems need to be solved stepwise. Denmark added that a questionnaire/survey launched just after the deadline towards Art. 36 organisations would be useful to list problems and possible future improvements. On question from Ireland about who is choosing the fellow, Nicoline explained that a pre-selection is done by the EFSA team (without MS participation), then the hosting site ideally can choose between fellows.

Action Point 7: EFSA to send overview of applications from fellows to the EU FOR A programme.

Action Point 8: EFSA to launch questionnaire/survey to investigate obstacles regarding the submission of applications.

9. SCIENTIFIC COOPERATION NEWSLETTER

Jeff Moon gave the floor to Annachiara Destro to inform the plenary about the launch of the first Scientific Cooperation Newsletter. Annachiara underlined the rationale of providing a tool to cluster scientific cooperation news in one accessible place and to stimulate cooperation of organisations in MS. FPs are invited to send contributions to the newsletter to keep the community posted on what is ongoing in MS regarding scientific cooperation and to contribute to international initiatives. Information about training programmes and summer schools is welcome. Given that the next newsletter will be released on the 3rd March, the deadline for submission of contributions has been set for the 28th February.

Norway informed about positive feedback from national partners, remarking that the newsletter should have a more forward-looking approach, referring less to past news. Italy suggested including EURAA outputs into future issues of the newsletter. Denmark and Germany would like to promote their summer school initiatives through the newsletter. France asked for more information on the meeting with the Food Safety Commission in Japan that has been announced in the newsletter. Finland suggested including the CEN network contacts in the distribution list for the newsletter. Germany asked about correlations with the table of national events. These events will not be included automatically; however, inclusion of information on specific events can take place. The goal of the newsletter goes beyond plain communication of events intending to stimulate cooperation.

Action Point 9: FPs to send contributions to the next edition of the Scientific Cooperation Newsletter by 28th February.

10. SCIENTIFIC NETWORKS / EU PARTNERS UPDATE

Jeff Moon gave the floor to Julia Finger to give an update on scientific network management. Julia informed that the yearly update of membership in EFSA's Scientific Networks has been concluded with help of the FPs and the final list will be circulated after the last contributions of some MS. The CEN Network, the former AFCWG has been included under the umbrella of EFSA's Scientific Networks, following the same rules for nominations. A calendar of network meetings in 2017 has been created and will be shared with FPs. Julia reminded FPs that the exercise for updating the graphical depiction of EFSA Partners has been launched on the 18th of January and FPs are expected to reply until 16th of February 2017. On question from Luxembourg, Julia explained that the depiction should not list subordinated institutions but the higher-level ones e.g. the Ministry. On question from Germany, it was clarified that only the representative member organisation should be depicted and not the alternate organisation, in case different.

Action Point 10: EFSA to circulate the calendar of Network meetings for 2017.

Action Point 11: EFSA to circulate Network member list after yearly update is concluded.

Action Point 12: FPs to comment on graphical depiction of EFSA's partners until 16th of February 2017.

11. FOCAL POINT REPORTING 2016

11.1. Summary of activities

Jeff Moon gave the floor to Sérgio Potier Rodeia, to present an overview of the FP reporting in 2016. Sérgio presented statistical breakdowns of the main FP activities reported with indications on trends as final conclusions and recommendations. FPs have shown high activity rates regarding training activities in RA, support and cooperation of Art. 36 organisations, national networking and raising of EFSA's scientific visibility. Lower rates of activity were detected on information exchange and international cooperation. A written report on scientific cooperation activities, including those of FPs will be published on EFSA's website by end of April. Italy mentioned that the trends detected indicate also changes in yearly national needs and strategies and asked if a detailed description of such shifts must be reported. Sérgio explained that such evidence is only requested in case of audits. For the regular reporting, the level of detail is not pre-defined; however a good description of activities is needed in FP annual reports.

11.2. Outcome of pilot audit on FP reports

Jeff Moon gave the floor to Peter De Pauw from the Legal and Assurance Unit to present together with Sérgio Potier Rodeia the outcome of a pilot audit carried out during 2016 to one FP report. Sérgio gave a detailed overview of the preparatory work and activities carried out during the audit. Peter then presented the main outcomes from the pilot audit with emphasis on recommendations applicable to all FP: it is recommended to

insert comprehensive text under the section "Feedback" of the FP audit report and to provide adequate documental evidence of activities reported. From EFSA end, the volume of documentation to be provided will decrease and the audit template will be updated so to define *a priori* the sub-tasks to be audited. In 2017, the number of countries to be audited will increase to 4-5, after refining the criteria for their selection.

On question from France about access to the FP audit report template, Sérgio explained that only MS subject to audit will be provided with the specific audit report; however, a copy of the generic template can be sent to FPs for their information (focus is on mandatory activities). Hungary asked if documental evidence must be translated. Sérgio replied that a short description under the section "Feedback" must be provided by the FP explaining any documents submitted in national language. Sérgio added that the audit report and documental evidence provided are uploaded on a confidential area on DMS, after being digitally certified.

Action Point 13: EFSA to send copy of generic audit template to FPs.

12. FEEDBACK FROM DISCUSSION GROUP ON INDUCTION GUIDELINES FOR NEW FPs

Jeff Moon gave the floor to Julia Finger to introduce the FP Discussion Group (DG) on Induction Guidelines for new FPs. The matter has been brought up during the last FP meeting and a DG has been established with FPs from Sweden, Denmark, France, Croatia, Norway, Greece and Italy. Julia then gave the floor to Birgitte Helwich, FP from Denmark to present the outcome of the first teleconference of the DG, held on the 1st of February. The DG agreed on creating a short document with *hyperlinks* to already existing guidance documents, an annex with the list of contacts and a glossary. The focus should be on core FP tasks and activities without repeating the FP agreements. Reference should be made to cooperation tools and both operational and administrative procedures. A first draft will be prepared by the FPs from Norway, France and Sweden, to be presented at the next FP meeting in May, with the aim to have a final document after the summer break.

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Before closing the meeting of the first day, Stef Bronzwaer, co-Chair of the meeting, conducted a short survey on social media use among FPs. The question in plenary revealed that 3 FPs use Twitter, 9 FPs use LinkedIn, 6 FPs use Facebook and 3 FPs use Yammer when carrying out their FP tasks. A more precise survey will follow.

Jeff Moon then closed the meeting for the first day.

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13. International Cooperation Workplan 2017-2020

Jeff Moon opened the meeting of the second day giving the floor to Djien Liem to present the international cooperation workplan 2017-2020. The draft workplan has been shared with FPs as a background document and will be presented to the AF at the next meeting. After being presented to the MB end of March, the document will then be recirculated among FP and AF representatives. Djien gave an overview on established cooperation with international partners and then presented the plans for further international cooperation in the next three years in correspondence with EFSA's strategic objectives. A new AF DG on International Capacity building has been established with representatives from Portugal, Spain, the Netherlands, Norway and chaired by Germany. France asked to join the AF DG, which was welcomed.

Spain remarked that for international activities funds are needed, thus it is essential to keep cooperation with EC, FAO, WHO and TAIEX. Stef Bronzwaer added that at a meeting with the EC it was confirmed that the BTSF programme will have an

international scale. Italy remarked that FPs are often involved in international relations thus it would be useful to have a corporate presentation from EFSA that would also include EFFSA's international cooperation activities. Jeff Moon acknowledged this, confirming that the EFSA corporate presentation had recently been updated and could be shared with FPs. Sérgio Potier Rodeia concluded that coming back to the indicators on FP reporting presented before, FPs might consider hosting international guest scientists or international activities.

Action Point 14: EFSA to share corporate presentation including international cooperation activities.

14. KNOWLEDGE JUNCTION

Jeff Moon introduced Stylianos Koulouris and Jane Richardson to present the Knowledge Junction, a new platform for information exchange. Stylianos thanked FPs from Belgium, Greece and the Netherlands that have participated in a pilot phase to test the new platform. Currently, the upload of documents stored on the former Information Exchange Platform (IEP) is ongoing, on a country by country approach.

Jane gave a live demonstration of the tool, which is a repository of information open to public access. The Knowledge Junction is an EFSA community inside Zenodo, an online platform owned by CERN and with open access. The tool's features were presented. The Knowledge Junction is a community curator by EFSA which conducts a quality check on uploads to the Junction. The upload of documents from the IEP is planned to be concluded for all countries in April, afterwards FPs can start to upload their documents.

On question from France, Jane confirmed that also annual/multi-annual workplans can be shared as in the IEP. Spain noted that the IEP was a restricted community for information sharing between EFSA and MS and asked if uploads could be done by anyone, including industry. Jane confirmed that uploads on the Knowledge Junction can be done by any person subject to the control of the EFSA curator. On question from Germany, Jane explained that the search function goes beyond title keywords, also retrieving words in headlines and text. Denmark asked for an explanatory document describing the rationale behind the Knowledge Junction. Jane agreed that the internal working instruction and the scoping document – under development – can be shared with FPs.

Jeff Moon noted that members had reservations on the open nature of the platform compared to the IEP and that there was a need for better understanding of the objectives of the tool.

Action Point 15: EFSA to share working instructions and scoping document for the Knowledge Junction with FPs.

15. ISSUES RAISED BY FOCAL POINTS AND EFSA

15.1. ANSES policy orientations for 2017

Jeff Moon gave the floor to Coralie Bultel, FP from France, to inform FPs about ANSES policy orientations for 2017, which will soon also be available on the ANSES website.

15.2. ANSES opinion on food supplements for athletes

Jeff Moon gave the floor to Coralie Bultel, FP from France, to present an ANSES opinion on food supplements for athletes. The mandate focused on food supplements specifically intended for athletes, seeking to develop muscle mass or reduce body fat. The key conclusions, published in November 2016, advice against the use of these food supplements by people with cardiovascular risk factors or suffering from heart disease, impaired kidney or liver function, or neuropsychiatric disorders, or by children, adolescents, and pregnant or breastfeeding women. ANSES also recommends avoiding the consumption of food supplements containing caffeine before and during any sporting activity, as well as the concomitant consumption of several food supplements, or their

combined consumption with medicinal products. In addition, ANSES reiterates the need to seek advice from a healthcare professional before taking food supplements. Public authorities should debate the appropriateness of distribution of these products at sport sites. Coralie thanked FPs for their responses to the multilateral request launched in 2014 in the context of this mandate. The opinion is available in English. On question from Greece, Coralie explained that caffeine consumption by children was not included in the study.

15.3. 6th BfR Summer Academy 2017

Jeff Moon gave the floor to Lea Herges, FP from Germany, to announce the 6th International BfR Summer Academy that is going to take place on the 3rd – 14th July 2017. Registrations are open to international participants from institutes engaged in food risk assessment by 10 March. More information can be found on the flyer that has been distributed to participants during the meeting and on the BfR website. FPs are asked to disseminate information about this summer school to possibly interested candidates.

Action Point 16: FPs to disseminate information on the BfR Summer Academy 2017.

15.4. ED visits to MS

Jeff Moon gave the floor to Marina Koussathana, who gave an update on the ED visits to MS. A total of 12 visits have taken place in 2015, 9 in 2016 and the final 9 will take place in 2017. Marina explained the preparation of ED visits, in which FP support plays an important role, and gave an overview on joint projects agreed during the visits held to date. All agendas and project updates can be found on DMS. Stef Bronzwaer concluded that ED visits were important for the implementation of practical cooperation initiatives and that the EURAA is a great source for inspiring future joint projects.

15.5. FP Feedback from 2016 meetings

Jeff Moon gave the floor to Sérgio Potier Rodeia to present to FPs a summary of the feedback received regarding the FP meetings in 2016. After each meeting, FPs have been asked to provide feedback via a survey tool on logistical, administrative and content related aspects. Comments and recommendations have been presented and will shape the meetings in 2017.

16. ANY OTHER BUSINESS

16.1. Upcoming grants and procurement

Jeff Moon welcomed Martin Moravek and Cristina Martin, from the Finance Unit, who informed FPs about the yearly plan for grants and procurement. The list of calls is still on a draft version and thus dates are indicative. The final document will be shared with FPs and published on the EFSA website. Italy asked for the outcome of the last Thematic Grant call. Martin replied that all lots have been successfully awarded and a summary can be shared with FPs as soon as the last lot is signed. He added that the call for Thematic Grants was open for a long period given that many partners in the consortia were expected. The call for Partnering Grants will be opened for a shorter period (estimated 3 months).

Action Point 17: EFSA to share summary on outcome of Thematic Grant call with FPs as soon as possible.

16.2. Pre-notification of messages under embargo to FPs / best practices for sending e-mails within the FP Network

Jeff Moon introduced discussions on optimising practices on disseminating information by e-mail, which is going to be subject to a more detailed discussion at the next FP meeting. As per previously agreed practice, replies to requests for information should only be sent to the requestor; and e-mails circulated through the FP network should be sent to both to the functional and the personal institutional mailbox. On the latter, if FPs

wish to receive e-mails only on their corporate mailbox, they are requested to inform EFSA and the other FPs so the distribution lists can be updated accordingly.

16.3. ANSES COST project proposal on Nutrivigilance

Jeff Moon gave the floor to Coralie Bultel, FP from France, to inform about an EU COST proposal on Nutrivigilance. Coralie gave an overview on the background of the proposal, asking if organisations in the MSs might be interested in joining this project (one contact point per country at this stage). On question from Austria, Coralie explained that the proposal is intended to be submitted to the EU COST programme in June. Given that the draft proposal needs to be ready by March, MS organisations are asked to express interest during February. Jeff Moon added that the EFSA Unit working on Nutrition will be informed as well of this initiative.

Action Point 18: FPs to collect eventual expressions of interest at national level in participating in the EU COST proposal on Nutrivigilance and inform ANSES.

16.4. EFSA courses on Expert Knowledge Elicitation

Jeff Moon gave the floor to Olaf Mosbach-Schulz, to inform FPs about EFSA trainings on Steering Expert Knowledge Elicitation (EKE), scheduled for 2017. The first course will take place on the 21st – 22nd of February and FPs are asked to disseminate information at national level. On question from Norway, Olaf explained that the course is open for representatives and alternates in EFSA's network organisations. The registration is to be done via the EFSA Secretariat of the respective network.

Action Point 19: FPs to disseminate information about EFSA's EKE training courses.

16.5. BTSF courses 2017-2018 and Expert Knowledge Elicitation courses

Jeff Moon gave the floor to Nicoline Le Gourierec to inform FPs about the new cycle of BTSF RA training courses, taking place in 2017-2018. Nicoline reminded FPs on the goal of the BTSF training courses, inviting FPs to come back with any open question they may have. The list of national BTSF contact points was circulated among FPs. Croatia reported about good cooperation between FP and the national BTSF contact point.

16.6. Upcoming FP meetings and other FP/National events

Jeff Moon gave the floor to Sérgio Potier Rodeia who gave an outlook on upcoming FP and other national events: the 31st FP meeting will take place on the 17-18 of May in Helsinki, the 32nd FP meeting will take place on the 13th – 14th of September in Prague and the 33rd FP meeting will take place on the 15th – 16th November in Parma. Sérgio also gave an overview of national events in the upcoming months, reminding FPs to fill in the related table.

16.7. Next FP meeting and seminar in Helsinki

Jeff Moon gave the floor to Kirsi-Maarit Siekkinen, FP from Finland, who invited FPs to the next FP meeting taking place on the 17th – 18th of March in Helsinki, Finland. Kirsi-Maarit informed that on 19 March, the day after the FP meeting, a RA seminar will also be held and requested a show in interest to see if there was a need to have presentations in English. Seven FPs expressed their interest in attending.

CLOSURE OF THE MEETING

Jeff Moon closed the meeting, thanking participants for their attendance and active contribution.

SUMMARY OF ACTION POINTS

Reference	Who	What
Action 1	EFSA	to create explanatory statement for EURAA catalogue
Action 2	FPs	to send updates to the table of national RA activities until 17 February
Action 3	FPs	to send further input from national Art. 36 organisations on the current Art. 36 process until 24 February
Action 4	EFSA	to recirculate outcome of Art. 36 SWOT analysis
Action 5	FPs	to support AF members in the preparation of the breakout session on Art. 36 concept for the next AF meeting
Action 6	EFSA	to circulate background document on Partnering Grants shared with AF members
Action 7	EFSA	to send overview of applications from fellows to the EU FORA programme
Action 8	EFSA	to launch questionnaire/survey to investigate obstacles regarding the submission of applications to the EU FORA programme
Action 9	FPs	to send contributions to the next edition of the Scientific Cooperation Newsletter by 28 th February
Action 10	EFSA	to circulate the calendar of Network meetings for 2017
Action 11	EFSA	to circulate Network member list after yearly update is concluded
Action 12	FPs	to comment on graphical depiction of EFSA's partners until 16 th of February 2017
Action 13	EFSA	EFSA to send copy of generic audit template to FPs
Action 14	EFSA	to share corporate presentation including international cooperation activities
Action 15	EFSA	to share working instructions and scoping document for the Knowledge Junction with FPs
Action 16	FPs	to disseminate information on the BfR Summer Academy 2017
Action 17	EFSA	EFSA to share summary on outcome of Thematic Grant call with FPs as soon as possible
Action 18	FPs	to collect eventual expressions of interest at national level in participating in the EU COST proposal on Nutrivigilance and inform ANSES
Action 19	FPs	to disseminate information about EFSA's EKE training courses

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