



European Food Safety Authority

EXECUTIVE DIRECTOR

AGENDA

1. Welcome by Johan de Leeuw, Dutch Food Authority
2. Introduction by Geoffrey Podger and the adoption of the agenda (Doc AF 11.12.2003 – 1)
3. Minutes of the meeting 4 November in Brussels and matters arising (Doc AF11.12.2003 – 2)
4. Update by Geoffrey Podger on progress at EFSA.
5. Discussion EFSA's Crisis document (Doc. AF. 11.12.2003 – 3) For information - Advice of the Scientific Committee in relation to EFSA's activities in a crisis (AF. 11.12.2003 – 4)
6. Discussion Work Programme / Management Plan of the Authority 2004. (Document MB 03.12.2003 – 3 plus excel annex)
7. Further development of the structure, organisation and schedule of scientific activities – discussion - Herman Koëter
8. Rapid Alert System for food and feed – discussion
9. Report from the Executive Director concerning his participation at the Chief Veterinary Officers' November meeting
10. Discussion on the development and status of guideline documents – request from Germany (Doc. AF 11.12.2003 – 6)

11. STANDING MATTERS

- Report back from Working Groups:
 - Communication
- Update and exchange of views from the Authority on matters currently under review in the Authority including those where there is current consumer concern
- Update and exchange of views on matters raised by the Member States on significant new and existing scientific issues under consideration at national level
- Emerging risks: exchange of information concerning emerging risks
- Early warning concerning significant reports and studies to be published by the Authority or a Member State and risk communication issues of general interest not otherwise covered.

12. Any other business