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Annual Activity Report of the
European Food Safety Authority
for 2010

Document describing the activities of the Authority in 2010

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Chair

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I Highlights 2010

Corporate

- Scientific outputs exceed 560
- Budget execution reaches 99%
- High-level visits to EFSA of President Barroso, Commissioner Dalli, ENVI Committee delegation
- Council of the EU appoints seven Management Board members, Chair and Vice-Chairs are elected
- Call is launched for the renewal of the ANS and CEF Panels, expansion of reserve lists of all Panels and Sci. Committee

Risk Assessment

- Second and third series of health claim opinions are adopted
- Two stakeholder workshops on claims are held
- Rapid advice is provided on volcanic ash-fall and chlormequat residues in grapes
- Guidance on human health risk-benefit assessment of foods is adopted
- Guidance on environmental risk assessment of GM plants is adopted after extensive consultation
- First stage of safety review of flavourings is completed
- Joint opinions on carcass decontamination, food irradiation, Ambrosia in feeds and melamine are adopted
- 15th Scientific Colloquium on Emerging Risks is organised
- EFSA updates bisphenol A and cloning advice
- Scientific report on endocrine active substances is published
- Workshop on benchmark dose is held

Data collection, scientific cooperation & networking

- Review of EFSA data collection activities is published
- Data on PCBs in food are published
- Management Board agrees increase in funding for scientific cooperation
- EFSA updates data on furan in food
- Second annual report on pesticide residues in food is published
- Overview of acrylamide levels in foods sampled in 2008 is issued
- Report on antimicrobial resistance in zoonotic bacteria for 2004-2007 is released
- Survey on Campylobacter and Salmonella in EU chicken is published
- Joint EFSA/ECDC report on zoonoses and food-borne outbreaks for 2008 is issued

Communications

- Target audience research is finalised
- Communications Strategy 2010-2013* is adopted after public consultation
- New *EFSA Journal* web-area is launched
- 3 million visits to corporate website
- 2nd Eurobarometer survey on consumers' perception of food-related risks is conducted
- New EFSA video on risk assessment available online on EFSA website
- Website survey provides insight into user groups, expectations and satisfaction levels

Administration/Support

- Efficiency programme (e³) begins
- Construction of new seat building on track, internal settlement plan agreed
- Security taskforce is established
- Independent review of DOI implementation is completed
- New IT development governance tools and mechanisms are introduced
- New expert compensation and travel provisions are deployed
- FDA Liaison Officer joins EFSA
- Construction of new European School in Parma begins, delivery of EFSA Seat is on track

II OVERVIEW

Dialogue with stakeholders, cooperation with national scientific organisations and an increased emphasis on organisational efficiency were the hallmarks of the Authority's achievements in 2010. EFSA continued to consult its partners and stakeholders on its work through a series of mechanisms including the sharing of its work programme and other key strategic documents with the European institutions, stakeholders, Advisory Forum and sister EU agencies. Public consultations continued to be a key tool for EFSA in getting feedback on its work and more than 90 were held on key subjects in 2010 as laid down in its policy on public consultations. Among these was the important consultation on the guidance document for the environmental risk assessment of genetically modified plants which stimulated much feedback that was duly reflected in the final document. The Stakeholder Consultative Platform continued to be an important link with those European-level organisations with a legitimate interest in the work of the Authority. After renewal of its mandate at the end of 2009, the Platform's activities were reinvigorated with an increased emphasis on reflected in the creation of a new working group on stakeholder engagement. In the area of health claims, EFSA held a series of technical meetings with stakeholders to ensure that all parties shared a common understanding of the requirements. In December, a specialist workshop for applicants on gut and immune function claims was organised and webcast live on EFSA's website.

In relation to its scientific work, EFSA adopted 565 scientific outputs on a wide range of key food safety subjects such as bisphenol A, GM plants, animal cloning and flavourings, and published a series of data collection and monitoring reports on important public health issues such as pesticide residues in food and zoonoses. Although the number of outputs lagged behind the target set in Management Plan 2010 and revised mid-year (736), this reflects a number of factors outside the direct control of EFSA including the non-receipt, late receipt or re-prioritisation of mandates, the need to use the "stop the clock" mechanism when the data provided are inadequate, and the grouping of questions and outputs which can impact significantly on the final number of outputs. In February, EFSA published a second series of opinions covering 416 "general function" health claims compiled by Member States and the European Commission. This was followed in October by the third series which provided opinions on a further 808 claims. All opinions were sent to the European Commission and to Member States which will ultimately decide whether to authorise these claims or not. On request of the Commission, EFSA agreed to release all remaining opinions general function claims by mid-2011 with work on botanicals temporarily suspended. In terms of alternative working methods, the use of tele-meetings in EFSA continued to increase with 8% of expert-days operating via this mechanism in 2010.

Cooperation with Member States continued to grow reflected not only in the increasing budget for contracts and grants (worth €7.8 m in 2010) from which EFSA distributes to the Member States but also in areas such as the creation of scientific networks in areas such as the risk assessment of GMOs, nanotechnologies and animal health and welfare. In relation to data sharing, the Comprehensive Food Consumption database was launched in 2010 and it will make an important contribution to the increased accuracy of Europe-wide risk assessments. Better medium-term planning has been identified a prerequisite for improved cooperation with MS so as to enable them to identify areas of contribution to EFSA's work programme as early as possible. This has been an important topic of discussion at Advisory Forum meetings and a report prepared in cooperation with the Forum and the Scientific Committee will serve as a blueprint for future progress in this area.

In the field of communications two important surveys were reported in 2010: the Eurobarometer survey on perceptions of food-related risk and the key audience research on EFSA's image. The results were taken into consideration in EFSA's *Communications Strategy 2010-2013*, adopted in December, which lays out EFSA's future vision in relation to communications. The strategy takes into account recent developments in the communications environment as well as feedback from a public consultation and puts forward the adoption of a more thematic approach in order to increase relevance, impact and efficiency of EFSA's communications. The visibility of EFSA's science has also increased through the release of the new web-area for the *EFSA Journal* early in 2010 and the journal is now indexed in three key bibliographic databases. The number of visits to EFSA's website continues to grow, exceeding 3 million in 2010.

As EFSA enters its ninth year of operations after a period of rapid organisational growth, the need to review the efficiency of the organisation was prioritised. This is also vital as EFSA prepares for the external evaluation scheduled for 2011 and the prospect of a fees-based funding structure being introduced for at least some of its services. An external consultancy

was engaged to lead the review programme and reinforce best management practices and in the second half of 2010 it began its analysis through a series of interviews and other research techniques throughout the organisation. One of the early gains in efficiency will be a structural re-organisation to reflect the new realities of EFSA's work programme – such as the increase in applications – the implementation of which is currently underway. Other aspects of the efficiency programme will include reviews of human capital management, integrated performance management, IT governance, strategic planning and budgeting. The improving efficiency of the organisation was reflected in the execution of its Budget (99%) and Establishment Plan (99%); the need for further progress in the execution of contracts and grants was identified as a priority for 2011.

III PROVISION OF SCIENTIFIC OPINIONS AND ADVICE AND RISK ASSESSMENT APPROACHES

III.1 Overview

EFSA continued to provide advice for European risk managers to support the development and updating of legislation, facilitate responses to urgent events and protect plant, animal and public health. In 2010, a significant milestone was achieved by the completion of four years work by the CONTAM Panel on marine biotoxins which informed DG Health and Consumers on safe levels of consumption and detection methods. Full EU-wide plant pest risk assessments (PRAs) were completed for chestnut gall wasp and pine pitch canker and scientific opinions on the distribution and role of ticks in the transmission of animal diseases were adopted. In addition, EFSA published quantitative risk assessments on salmonella and advised on welfare issues associated with animal transport, broiler breeders and the harvesting of feathers from live geese. EFSA's advice also supported EU managers in trade-related questions. A technical report was published on the comparison of the Australian monitoring programme for carcasses with the requirements of Regulation (EC) No 2073/2005 on the microbiological criteria on foodstuffs. The PLH Panel adopted three opinions linked to the evaluation of third country dossiers: the quantitative pathway analysis of US wheat for karnal bunt caused by the fungus *Tilletia indica*, a study proposal by the US authorities regarding pine wood nematode (*Bursaphelenchus xylophilus*) in military wood packaging material; and a Japanese derogation request for EU import requirements for bonsai and topiary trees that are host plants for citrus long-horned beetle (*Anoplophora chinensis*).

International collaboration, consultation and joint opinions were a particular feature of EFSA's scientific outputs in 2010. For example, the ANS Panel adopted an opinion on lycopene which was linked to a JECFA (Joint FAO/WHO Expert Committee on Food Additives) opinion on that theme and the opinions on lead (CONTAM) and bisphenol A (CEF) had significant inputs from the WHO. The wide range of expertise available in the Scientific Panels enabled EFSA to provide integrated advice for risk managers. In addition to the existing approach of collaboratively assessing risks associated with zoonotic hazards for animals and man between the AHAW and BIOHAZ Panel (Q fever and influenza A H1N1), opinions were adopted on questions linking both chemical and microbial risks (decontamination of carcasses adopted by the BIOHAZ and CONTAM Panels and irradiation of foods adopted by the BIOHAZ and CEF Panels). An opinion covering the environmental, allergenic and plant health aspects of Ambrosia in animal feed was jointly adopted by the CONTAM, NDA and PLH Panels and the CEF and CONTAM Panels jointly adopted an opinion on melamine. Furthermore, BIOHAZ adopted a joint opinion on the possible epidemiological or molecular association between TSEs in animals and humans in collaboration with the European Centre for Disease Prevention and Control (ECDC).

EFSA responded rapidly to urgent requests for advice by issuing EFSA Statements; these included the possible risks for public and animal health from the contamination of the feed and food chain due to possible ash-fall following the eruption of the Eyjafjallajökull volcano in Iceland; the toxicological assessment of nicotine, based on considerations received from China and the risks for public health due to the presence of chlormequat in table grapes from India.

The AMU, DATEX, and Zoonoses units supported the Scientific Panels in all these activities with data analyses and modelling as appropriate.

III.2 Scientific Committee

One of the key achievements for the Scientific Committee in 2010 was the adoption of a guidance document on human health risk-benefit assessment of foods in June 2010. An update was requested on scientific developments related to the

cloning of farmed animals for food production purposes and a statement endorsed by the Scientific Committee was published in September 2010. Work has continued on the preparation of a guidance document for the safety assessment of applications involving the application of nanoscience and nanotechnologies to food and feed. A draft guidance document was finalised at the end of the year to be sent for public consultation in early 2011. Work is also continuing on the wider applicability of the threshold of toxicological concern (TTC) concept, the development of a testing protocol for 90-day whole food feeding, and genotoxicity testing strategies. Work was started on the development of guidance on statistical approaches to assess adverse or biological relevant effects, harmonisation of risk assessment terminology and default values used in risk assessment. A training workshop on the benchmark dose (BMD) approach was organised for EFSA panel experts and staff.

III.3 Scientific Panels/Units

Food additives and nutrient sources

The ANS Panel adopted two scientific opinions (trivalent chromium and sodium ascorbate) and a statement on nitrites in meat products). Linked to the panel statement on identified divergence between the risk assessment of lycopene by EFSA and JECFA, an EFSA statement on the revised exposure assessment for lycopene as a food colour was finalised.

Animal health and welfare

The AHAW Panel adopted ten scientific opinions and one panel statement. In relation to animal welfare, the panel adopted opinions on the welfare of animals during transport, the practice of harvesting feathers from live geese for down production, the welfare aspects of the management and housing of grand-parent and parent stocks raised and kept for breeding purposes, the influence of genetic parameters on welfare, and stress resistance in commercial broilers. On animal health, the AHAW Panel adopted scientific opinions on the increased mortality events in oysters (*Crassostrea gigas*), the influenza A H1N1 pandemic and its potential implications for animal health, the geographical distribution of ticks with proven involvement in the transmission of animal diseases and zoonoses in Eurasia, the role of tick vectors in the epidemiology of African swine fever (ASF) and Crimean-Congo haemorrhagic fever (CCHF) in Eurasia, the risk of introduction of African swine fever into the EU, especially from the Caucasus or Eastern Europe, and a panel statement on bovine besnoitiosis, an emerging disease in Europe. An opinion on Q-fever was adopted jointly with the BIOHAZ Panel. The AHAW unit also jointly issued an EFSA scientific report on the new influenza A H1N1 with the BIOHAZ unit. Two technical reports were published on public consultations on the practice of harvesting feathers from live geese for down production, and health and welfare aspects of genetic selection in broilers. Four external reports were published on: information systems for broiler welfare: genetic selection aspects and epidemiology of different agents causing disease in aquatic animals; animal welfare assessment guidelines on housing and management; and a review of previous opinions of the AHAW Panel concerning the application of quantitative tools, part of the series on "Good Practice in Conducting Scientific Assessments in Animal Health Using Modelling".

Biological hazards

The BIOHAZ Panel adopted 15 scientific opinions. In relation to food-borne zoonoses, the panel adopted four opinions on *Salmonella* in different animal populations as follows: quantitative microbiological risk assessment (QMRA) of *Salmonella* in slaughter and breeding pigs; quantitative estimation of the public health impact of setting a new target for the reduction of *Salmonella* in laying hens; the link between *Salmonella* criteria at different stages of the poultry production chain; and *Salmonella typhimurium*-like strains. Further opinions were adopted on parasites in fishery products and on Q fever jointly with the AHAW Panel. Three opinions on food hygiene were adopted relating to the food safety considerations of novel A H1N1 influenza virus infections in humans and food hygiene parameters in the production of fish oil. An opinion on food irradiation was linked to an opinion adopted by the CEF Panel. The scientific opinion on the list of qualified presumption of safety for biological agents intentionally added to food or feed as notified to EFSA was updated. Six opinions on transmissible spongiform encephalopathies (TSEs) were adopted: a revision of the quantitative risk assessment of the bovine spongiform encephalopathy (BSE) risk posed by processed animal proteins; BSE/TSE infectivity in small ruminant tissues; analytical sensitivity of approved TSE rapid tests - new data for assessment of two rapid tests; the results of an EU survey for chronic wasting disease in cervids; the second update on the risk for human and animal health related to the

revision of the BSE monitoring regime in some Member States; and a joint opinion on a possible epidemiological or molecular association between TSEs in animals and humans was issued in collaboration with ECDC. In addition, a technical report was published on the comparison of the Australian monitoring programme for carcasses with the requirements of Regulation (EC) No 2073/2005 on the microbiological criteria on foodstuffs.

Food contact materials, enzymes, flavourings and processing aids

The CEF Panel adopted three generic opinions in 2010, one of the key achievements being the timely adoption of an opinion on bisphenol A (BPA). A preliminary document was shared and discussed with representatives of the Member States during a meeting in spring 2010. The CEF Panel also adopted an opinion on the chemical safety of irradiation to complement the BIOHAZ Panel opinion on efficacy. An opinion on the safety of melamine was adopted jointly with the CONTAM Panel.

Contaminants in the food chain

The CONTAM Panel adopted 12 scientific outputs (ten scientific opinions and two panel statements). In relation to contaminants in food, the panel adopted three opinions on lead, polybrominated biphenyls, and the use of recycled hot water for decontamination of carcasses (adopted jointly with the BIOHAZ Panel) and two statements on nitrate in leafy vegetables consumed by children and the toxicity of ochratoxin A. Three opinions on emerging marine biotoxins (ciguatoxins, cyclic imines and brevetoxins) and one statement on shellfish consumption completed a series of risk assessments addressing marine biotoxins which started in 2006 and has resulted in 12 scientific opinions overall. Three opinions addressed contaminants in food and feed: melamine (adopted jointly with the CEF Panel), seeds of *Ambrosia* spp. in animal feed (adopted jointly with the PLH and NDA Panels), and glycerine as a co-product from biodiesel production. The CONTAM unit contributed to two EFSA Statements on possible risks for public and animal health from the contamination of the feed and food chain due to possible ash fall following the eruption of the Eyjafjallajökull volcano in Iceland, and the toxicological assessment of nicotine, based on considerations received from China. Three scientific reports summarising available information on the occurrence and toxicity of T-2 and HT-2 mycotoxins were published.

Dietetic products, nutrition and allergies

The NDA Panel adopted three generic scientific opinions: the appropriateness of azo-colours for inclusion in a list of food ingredients with a potential to cause allergic reactions; lactose thresholds in lactose intolerance; and one joint opinion on *Ambrosia* with the CONTAM and PLH Panels. In relation to dietary reference values (DRVs), two calls for tender were launched. The first of these was on the collection, collation and analysis of data required for the establishment of DRVs and the lot focusing on growth data for children and adolescents in the EU was successfully awarded. The second call comprised a literature search and review related to specific preparatory work in the establishment of dietary reference values and all three lots (lot 1: vitamins A, C, E, K; lot 2: manganese, molybdenum, chromium; lot 3: magnesium, potassium, fluoride) were successfully awarded.

Plant health

The PLH Panel adopted eight scientific opinions in 2010 including a guidance document of crucial importance for the Panel's work on a harmonised framework for PRA and the evaluation of risk reduction options. Two opinions covering full PRAs including the identification of risk management options were adopted, one for the oriental chestnut gall wasp (*Dryocosmus kuriphilus*) and the other for pine pitch canker (*Gibberella circinata*). Three opinions linked to the evaluation of third country dossiers were delivered, namely on the quantitative pathway analysis of US wheat for karnal bunt caused by the fungus *Tilletia indica*, a study proposal by the USA on the pine wood nematode (*Bursaphelenchus xylophilus*) in military wood packaging material, and a Japanese derogation request on EU import requirements for bonsai and topiary trees that are host plants for citrus long-horned beetle (*Anoplophora chinensis*). The panel also provided scientific advice on the appropriateness of a composting method for the elimination of the pine wood nematode from the bark of pine trees, proposed by the Portuguese authorities, and on the effect on the environment of the further distribution of *Ambrosia* spp., the latter co-adopted with the CONTAM and NDA Panels. To support the PLH Panel's scientific opinions, a grant for an analysis of data quality and methodologies and resulting uncertainties for pest risk assessment was awarded in response to an Article 36 call. In addition, a new service level agreement was signed to provide EU maps and other data on the

occurrence, distribution and practices for forestry trees, endangered species and plant biodiversity. The resulting outputs will assist the panel in delivering more accurate quantitative assessments.

Assessment methodology

AMU provided support in the form of three scientific reports and seven internal reports for opinions from the PLH, AHAW, BIOHAZ, ANS and CEF Panels. This included support to BIOHAZ for scientific reports on modelling (*Model-based comparative assessment of the Australian and European hygiene monitoring programmes for meat production*, which quantitatively compared the efficiency of the microbiological monitoring programmes of Australia and Europe) and a scientific report on the quantitative risk assessment of *Salmonella enteritidis* in shell eggs in Europe. To support the CEF Panel, AMU issued also a scientific report on the statistical re-analysis of the Biel maze data of the Stump *et al.* (2010) study on bisphenol A and two technical reports to support PLH opinions.

Data collection and exposure

DATEX contributed to several CONTAM Panel opinions by collecting occurrence data for dietary exposure to various substances (seven internal reports). These included melamine, marine biotoxins (brevetoxins, ciguatoxins and cyclic imines) and the first of five groups of brominated flame retardants (PBBs; the remaining groups will follow next year). Using the new EFSA Comprehensive European Food Consumption Database, DATEX made an important contribution to the drafting of the statement reconsidering the consumption figures of shellfish used in the marine biotoxins opinions. DATEX supported preparation of the CONTAM Panel statement on possible public health risks for infants and young children from the presence of nitrates in leafy vegetables and contributed to the statement of EFSA on the possible risks for public and animal health from the contamination of the feed and food chain with ash-fall following the eruption of the Eyjafjallajökull volcano in Iceland.

Zoonoses data collection

The Zoonoses unit provided support for opinions from AHAW, BIOHAZ and PLH Panels (four internal reports). These included data management and spatial analyses of the data for AHAW's opinion on ticks as vectors of African swine fever and Crimean-Congo haemorrhagic fever as well as PLH's opinion on oriental chestnut gall wasp in the EU. Data extractions and assistance with data analyses were provided for the BIOHAZ Panel.

Table 1: Resources for Activity 1

Unit	Staff	Personnel Appropriations	Infrastructure Appropriations	Operational Appropriations	Total Appropriations 2010	2010 Execution	%
AHAW	13	1,240,597	350,883	1,252,946	2,844,426	2,844,282	99.99%
ANS	1	134,717	38,103	94,615	267,435	265,806	99.39%
BIOHAZ	10	987,927	279,419	1,111,818	2,379,163	2,378,856	99.99%
CEF	2	167,648	47,417	87,341	302,405	299,685	99.10%
CONTAM	9	878,157	248,372	868,670	1,995,199	1,989,614	99.72%
FEEDAP	1	91,009	25,740	54,876	171,625	171,135	99.71%
NDA	1	124,955	35,342	170,326	330,622	328,134	99.25%
PLH	9	878,157	248,372	713,375	1,839,905	1,802,554	97.97%
SCA units (AMU, DATEX, ZOOSES)	6	573,385	162,173	0	735,558	735,499	99.99%
Scientific Committee	7.5	718,492	203,214	1,170,261	2,091,967	1,999,424	95.58%
Directorates	2	175,966	59,208	0	235,174	234,154	99.57%
TOTAL	62.5	5,971,010	1,698,242	5,524,228	13,193,480	13,049,143	98.91%

IV EVALUATION OF PRODUCTS, SUBSTANCES AND CLAIMS SUBJECT TO AUTHORISATION

IV.1 Overview

As a new task allocated to EFSA by EU regulations on feed additives under Article 10, 389 dossiers were received and 11 opinions were adopted by the FEEDAP Panel in 2010. In addition, the first opinion on a recycling process, dealing with a closed loop recycling of polypropylene (PP), was adopted by the CEF Panel. In the area of health claims, workload remained high and, of 132 opinions adopted by the NDA Panel, 104 opinions were related to Article 13.1 functional claims covering 930 claims. The ANS Panel finalised 13 re-evaluations of food colours in accordance with the work-plan set in EU regulation 257/2010. In the pesticide area, the most important achievements concerned the establishment of specific environmental protection goals using an ecosystem services approach, the development of a soil ecoregion concept, and the exposure assessment of operators, workers, bystanders and residents to pesticides. The review of 73 plant protection substances (issued as EFSA conclusions) was completed by the PRAPeR unit thereby meeting the timeline for the ambitious re-submission programme. The AMU and DATEX units provided support to the panels, respectively, on statistical analyses and exposure assessments. In order to increase the efficiency of the evaluation process, the regulatory workflows were analysed, best practices identified and correspondence templates harmonised. Furthermore, a new IT tool was implemented to improve the management, distribution, archiving and reporting of data related to applications and dossiers for FEEDAP and it will be expanded to other units in future.

IV.2 Scientific Panels/Units

Food additives and nutrient sources

The ANS Panel adopted 27 scientific opinions (22 in the field of food additives and five in the field of nutrient sources) and one panel statement (erythritol). The Panel finalised 13 re-evaluations of food colours in accordance with the work-plan set in EU regulation 257/2010 and decreased the acceptable daily intake (ADI) on amaranth following the completion of its re-evaluation of azo dye food colours. The evaluation of new applications for food additives and nutrient sources included substances naturally present in plants such as steviol glycosides, allyl isothiocyanate and modified gum acacia.

Biological hazards

The BIOHAZ Panel adopted five opinions, two of which were guidance documents for applicants in the area of decontamination treatments: one opinion on the use of recycled hot water as a decontamination technique for carcasses jointly with the CONTAM Panel and one revised guidance opinion on safety and efficacy evaluation of decontamination substances. In relation to animal by-products (ABP), two opinions were adopted assessing alternative methods for ABPs and one opinion on the format for applications on new alternative methods for ABPs.

Food contact materials, enzymes, flavourings and processing aids

The CEF Panel adopted 29 opinions concerning applications, 19 of which covered the evaluation of new flavouring substances as well as additional data provided for the re-evaluation of substances of the Flavourings Evaluation Programme (terminated in December 2009). Nine opinions covered substances used to manufacture materials in contact with foodstuffs (FCMs). In addition, the first opinion on a recycling process, dealing with a closed loop recycling of polypropylene was adopted. A guidance opinion on data needed for the evaluation of flavourings was adopted by the CEF Panel after a public consultation.

Feed additives

The FEEDAP Panel adopted 36 scientific opinions in the framework of Regulation (EC) No 1831/2003 and four Panel statements related to the safety evaluation of feed additives. A total of 14 opinions on new products or extensions of use of authorised products and seven opinions for modification of the terms of authorisation of an authorised product were adopted. In addition, four opinions were adopted concerning the evaluation of supplementary information submitted by the applicants after inconclusive opinions. Regarding the re-evaluation of feed additives under Article 10, a total of 389 dossiers were received and 11 opinions were adopted by the FEEDAP Panel in 2010.

Genetically modified organisms

The GMO Panel adopted 14 scientific opinions of which nine concerned GM plant applications under 1829/2003 covering ten application dossiers. The other opinions concerned the general ban on GMOs in Portugal, a request from the Commission related to an application for Rf3-oilseed rape submitted under Directive 2001/18, an environmental risk assessment (ERA) of non-target organisms, an ERA of GMO plants, and a guidance document on the allergenicity of GM foods. The new ERA guidance document is the culmination of two and a half years work and it includes input from two public consultations as well as six consultation meetings with MS experts, applicants and NGOs. The scientific focus was on the further elaboration of the choice of receiving environments, long-term effects, statistical considerations for field trials and the ERA of non-target organisms. Other scientific outputs of the GMO unit in 2010 included ten technical reports concerning application dossiers (“overall opinions”) each of which included comments from Member States, a post-market environmental monitoring plan, a validation report for the detection method, and other annexes.

Dietetic products, nutrition and allergies

The NDA Panel adopted 132 opinions, 104 of which were related to Article 13.1 functional claims covering 930 individual claims. In October, EFSA was asked to reprioritise the work on Article 13 health claims and to finalise assessment of Article 13.1 claims other than botanicals by June 2011. Eight opinions were adopted on childhood and risk reduction claims and 12 opinions were adopted on claims based on newly developed science and/or proprietary data. EFSA also responded to many scientific comments made by applicants and members during the commenting phase of previously published opinions as laid down in the Health Claims Regulation. These comments were forwarded by the European Commission to EFSA in order to allow the Commission services a full consideration of all scientific comments made before proceeding with the authorisation or rejection of health claims. In the context of the procedure for the authorisation of health claims, the NDA Panel also adopted one opinion on the conditions of use of a claim on calcium and vitamin D and the reduction of the risk of osteoporotic fractures. In the area of the safety assessment of novel foods, the NDA Panel adopted seven opinions corresponding to seven applications.

Plant protection products

The PPR Panel adopted five scientific opinions and one guidance document in the fields of toxicology, ecotoxicology and fate. The most important achievements concerned the establishment of specific environmental protection goals using an ecosystem services approach, the development of a soil ecoregion concept and the exposure assessment of operators, workers, bystanders and residents to pesticides. Two EFSA scientific reports were published on modelling approach to estimate pesticide emissions from glasshouses to surface water in Mediterranean countries and on selection of scenarios for exposure of soil organisms to plant protection products.

Assessment methodology

The AMU unit supported statistical reviews of several dossiers submitted to the NDA and FEEDAP Panels (four internal reports). Those reviews and occasional re-analysis are reported to the panel for their information via internal reports. Methodological support on the revision on the guidance document on persistence in soil was given to PPR (one internal report).

Data collection and exposure

Support was provided to the ANS Panel in the revised exposure assessment on steviol glycosides and to the CEF Panel for estimating the dietary exposure to melamine in melaware (two internal reports).

Pesticide risk assessment peer review

Activities in pesticide peer review in 2010 included: new active substances; substances resubmitted for inclusion in Annex I of Directive 91/414/EEC following an initial non-inclusion decision; substances already included in Annex I with inclusion periods expiring; substances included in Annex I for which EFSA conclusions were due to be delivered by 31 December 2010 (the so-called “green track” of stage 3 of the review programme of existing active substances, i.e. substances complying with the criteria of clear indications of no harmful effects); and substances for which confirmatory data have been submitted after inclusion. EFSA received assessment reports for 33 resubmitted substances and one substance for Annex I renewal. These reports were reviewed and consultation was opened with Member States, applicants and the

general public to provide feedback to the European Commission. EFSA also reviewed and opened consultation with Member States and the general public on 22 assessment reports for “green track” substances of stage 4 of the review programme of existing active substances. A request was received from the European Commission to organise a peer review with Member State experts and provide conclusions on 64 resubmitted substances and two substances for Annex I renewal. The Authority was also invited to provide comments to the European Commission on the assessment of confirmatory data submitted by the rapporteur Member States for 15 substances.

A series of scientific meetings and teleconferences was held with Member State experts in relation to new and existing active substances. In response to the challenging timelines associated with the resubmission and renewal programmes, the PRAPeR unit further increased the use of tele-meetings, organising 24 tele-conferences with Member State experts, out of a total of 37 expert meetings. Overall, the PRAPeR Unit delivered conclusions on 73 substances in 2010, including one new active substance, 61 resubmitted substances, seven substances already included in Annex I with inclusion periods expiring, three existing active substances included in Annex I but for which the peer review had been postponed, and one substance for which confirmatory data were submitted. This number is slightly lower than expected because of delays in the resubmissions programme to EFSA.

Table 2: Resources for Activity 2

Unit	Staff	Personnel Appropriations	Infrastructure Appropriations	Operational Appropriations	Total Appropriations 2010	2010 Execution	%
AHAW	1	105,294	26,520	0	131,815	131,804	99.99%
ANS	10	942,264	237,327	483,475	1,663,066	1,649,019	99.16%
BIOHAZ	2	179,479	45,205	215,177	439,861	437,196	99.39%
CEF	8	795,689	200,410	605,428	1,601,527	1,575,804	98.39%
FEEDAP	16	1,545,911	389,367	729,949	2,665,227	2,649,756	99.42%
GMO	22	2,067,596	520,763	1,113,708	3,702,067	3,676,814	99.32%
NDA	17	1,581,494	398,330	647,313	2,627,137	2,610,428	99.36%
PPR	6	609,140	153,424	502,402	1,264,966	1,231,201	97.33%
PRAPeR	27	2,584,495	650,954	549,572	3,785,021	3,759,808	99.33%
Other SCA (AMU, DATEX)	3	287,870	72,506	0	360,375	360,346	99.99%
Directorates	4	366,777	104,302	0	471,079	467,202	99.18%
TOTAL	116.0	11,066,008	2,799,108	4,847,025	18,712,141	18,549,377	99.13%

V DATA COLLECTION, SCIENTIFIC COOPERATION AND NETWORKING

V.1 Overview

Cooperation with Member States has been greatly facilitated by the Focal Points which have become an essential vehicle for implementation of operational activities, as evidenced by the number of documents uploaded on the Information Exchange Platform (over 830 documents uploaded by Focal Points by December 2010) or the number of requests for dissemination or sharing of information between Member States and EFSA. The Focal Points also play a key role in facilitating the implementation of Article 36 and populating the Expert Database. The Expert Database has successfully been promoted at national and international level to attract scientific experts to apply; as of the end of the year the total number of applications stood at 3000. To enhance dialogue on risk assessment and cooperation, EFSA operates a series of networks of expertise in areas such as microbiological risk assessment, TSE/BSE, animal health and welfare, plant health, and GMOs. Those dedicated to animal health and welfare and GMOs met for the first time in 2010 and all Member States are represented. A Member State network on emerging risks was also established.

In 2010 EFSA spent approximately €7.8 million in funds for grant and procurement activities with scientific organisations in Member States. Two new IT-tools supported Article 36 networking as well as the management of the list. Outsourcing was increasingly used to support applications activities and a total of 29 calls were launched. To support the preparatory work for other risk assessments, 16 calls for tender and four grants were launched in areas that included food contact materials (two contracts), the incidence of human campylobacteriosis in Member States, food safety considerations of novel H1N1 influenza virus infections, and meat inspection in the EU. Outsourcing was also used to support data collection and analysis (four grants and 20 contracts), while in the area of horizontal issues and scientific cooperation four contracts were launched. Preparatory work was outsourced

Public consultations are an increasingly important aspect of EFSA's work; in particular all guidance documents are now consulted on. In addition, five workshops and five technical meetings were held with Member State experts, applicants and NGOs in 2010. Two workshops were organised with stakeholders and two with international experts as well as one in collaboration with the European Commission. The level of consultation is reflected in, for example, the environmental risk assessment guidance on GMO plants which represents the culmination of two and a half years' work and the input of two public consultations as well as six consultation meetings with MS experts, applicants and NGOs. Consultations were also an important feature of the adoption of the guidance document on the allergenicity of GM foods, the CEF Panel guidance document on data needed for the evaluation of flavourings and the PPR Panel opinions on pesticide evaluations

The methodology for systematic reviews in food and feed safety risk assessment, which has been published in a guidance document, was discussed during a workshop with EFSA panel members and scientific staff. In follow-up, AMU launched and signed a procurement contract on the implementation of systematic reviews in EFSA as part of a wider drive to increase the support provided by the EFSA Library. Systems for the routine monitoring of data submitted to the Rapid Alert System for Food and Feed and the collection and analysis of import data for the identification of emerging risks were introduced.

Two important milestones were achieved in harmonisation of chemical contaminants and residues data collections: the *Guidance on Standard Sample Description* and the *Guidance on Data Exchange*. The documents will form the basis for continuous Europe-wide harmonised data collection on chemical contaminants and residues. The Commission provided a new mandate encompassing all contaminants of interest in food safety with bi-annual reporting and grant agreements were signed with six member states to support the electronic transmission of chemical occurrence data. Data reports were provided on acrylamide, furan, dioxins and non-dioxin-like PCBs, heavy metals and polycyclic aromatic hydrocarbons (PAHs) and the second Annual Report on Pesticide Residues for the reference period 2008 was published. The Zoonoses unit published three Community Summary Reports (in collaboration with ECDC) and three EU-wide baseline survey reports.

V.2 Scientific Committee and Advisory Forum

Discussions within the Scientific Committee and the Advisory Forum have called for the development of a common approach within EFSA towards endocrine active substances. An EFSA scientific report was issued in September and its recommendations were endorsed by the Scientific Committee. Work was started to review the compendium on botanicals. Work was also started by an internal taskforce to review current practices of environmental risk assessment within the different Panels, with the aim of identifying commonalities and possible discrepancies. Work is in progress by an external contractor on the applicability of physico-chemical data, quantitative structure-activity relationships (QSARs) and read-across in threshold of toxicological concern assessments. To support the work on harmonisation of risk assessment terminology, a project was outsourced to review 219 EFSA opinions published between 2008 and the beginning of 2010.

The Advisory Forum met four times in 2010. The strategic discussions addressed EFSA's work in different scientific areas and major progress was made in medium-term planning for better anticipation of the workload of EFSA in the coming years and further strengthening scientific cooperation between EFSA and the Member States. The Advisory Forum secretariat also coordinated preparation of EFSA's proposal to DG Research on research priorities and facilitated the completion of the national experts' work on assessing the literature and anecdotal evidence on aspartame.

V.3 Scientific Panels/Units

Assessment methodology

The methodology for systematic reviews in food and feed safety risk assessment has been analysed and published previously in a guidance document. This document was discussed during a workshop with EFSA panel members and scientific staff. Consequently, AMU launched and signed a procurement contract on the implementation of systematic reviews and through this project further training will be delivered to both EFSA staff and experts. During 2010, considerable efforts were made to increase the support given by the EFSA library. This includes the establishment of framework contracts for electronic journals and databases, while procedures for literature requests and systematic literature searches were developed. AMU organised a joint workshop with the Spanish Food Safety Agency (AESAN) in Seville on scientific support for the risk surveillance of imports and it attracted 120 attendees from both EU and third countries. To provide methodological support on emerging risks in animal and plant health, AMU published an external report on the inventory of data sources relevant to the identification of emerging diseases in the European aquaculture population and launched an Article 36 project on the development of a commodity-based hazard identification protocol for emerging risks in plant and animal health. This need was identified from analysis of the necessary components of a risk assessment methodology for emerging risks in plant and animal health and projects currently in progress or planned in this area. Finally, AMU provided data management support to the *Annual Report on Pesticide Residues* and statistical support (documented in internal reports) to several Zoonoses working groups and the Scientific Committee.

Data collection and exposure

Two important milestones were achieved in the harmonisation of data collection for chemical contaminants and residues with the publication of the *Guidance on Standard Sample Description* (finalised in 2009 and published in 2010) and the *Guidance on Data Exchange*. These two guidance documents will form the basis of continuous Europe-wide harmonised data collection. The Commission provided a new mandate encompassing all contaminants of interest in food safety with bi-annual reporting. Grant agreements were signed with six Member States to support the electronic transmission of chemical occurrence data. On request of the European Commission, DATEX analysed and reported the 2009 acrylamide monitoring data. An updated report on furan was also issued. Two reports on monitoring results of dioxins and non dioxin-like PCBs were prepared. Two technical reports were drafted in response to requests from the Commission on heavy metals and polycyclic aromatic hydrocarbons (PAHs). The EFSA Comprehensive European Food Consumption Database was completed and validated. Food consumption data on infants and children from the Exepochi (a project to create a relational network of different individual food consumption databases for children) Article 36 project were also integrated. The Comprehensive Database was used in pilot phase in 2010 with publication scheduled for 2011. Activities to prepare the next steps in food consumption (the fully harmonised EU Menu project) include a pilot study for adolescents, adults and elderly that will be carried out under an Article 36 grant signed in 2010 and procurement with IARC on data collection methodology. The Working Groups on Food Classification and Total Diet Studies continued their activities with reports expected in 2011. Four external reports on childhood exposure to lead, chromium, selenium and colours from Exepochi and one on statistical modelling of usual intake were published.

Emerging risks

EMRISK published three reports in 2010. The first described the development of a system for the routine monitoring of data submitted to the Rapid Alert System for Food and Feed and the second the collection and analysis of import data for the identification of emerging risks. The third report provided an overview of EFSA's progress in establishing a process for the identification of emerging risks and an outline of how it is planned to take this forward. EMRISK is also responsible for coordinating EFSA's preparation for answering urgent requests. In 2010, one internal training session was organised and the feedback report from the external contractor for the 2009 exercise with MS was published. The 2010 training was planned and executed in collaboration with an external consultant, funded through procurement, and in consultation with a working group. The procedures for responding to urgent requests are under regular revision, building on experience gained through the training exercises and following real cases. The procedures were updated, and shared with the Scientific Committee and Advisory Forum, with a view to publishing them for the first time, in early 2011. In total, two working groups were initiated and a further one was renewed in 2010. A Member State network and a stakeholder consultative group on emerging risks were also set up. Further development of the emerging risks media monitoring tool MediSys was initiated with the JRC through a service level agreement.

Pesticide risk assessment peer review

In 2010, 96 MRL applications were submitted by the European Commission pertaining to the amendment of MRLs. In response to these requests, EFSA issued 68 reasoned opinions (addressing 76 requests on 309 MRLs). Work on an additional nine requests was initiated but had to be interrupted (clock-stop) because essential information was missing in the documentation provided. In addition, EFSA provided six reasoned opinions, two statements and one scientific report on specific requests falling under Article 43 of Regulation (EC) No 396/2005. These outputs refer to requests from the European Commission asking EFSA to provide advice on the EU position to be taken in the Codex Committee on Pesticide Residues (CCPR Meeting), the acceptance of Codex MRLs for bromopropylate, triforine and methidathion, the consumer risk associated with residues of chlormequat on Indian grapes, and a contribution to the scientific debate regarding residues of nicotine residues on Chinese mushrooms. EFSA was also asked for advice regarding the setting of legal limits for biphenyl contamination of tea and herbal infusions with biphenyl and MRLs for chlorantraniliprole related to an emergency situation in France. The reasoned opinions issued by EFSA were the basis for revising MRLs in Annex II or III of Regulation (EC) No 396/2005 whereby the European Commission has adopted eight new MRL Regulations on Pesticide Residues in the Standing Committee.

Regarding the review programme under Article 12 of Regulation (EC) No 396/2005, three reasoned opinions were finalised and completeness checking was finalised for 87 dossiers. The lower number of outputs finalised compared with Management Plan 2010 was due primarily to the failure to identify a suitable contractor to provide scientific and technical support and the prioritisation given to completing the programme on EFSA conclusions. In 2010, the second *Annual Report on Pesticide Residues* for the reference period 2008 was published. The report summarises the results of approximately 70,000 samples of nearly 200 different types of food which were analysed in the 27 Member States and two EFTA countries (Norway and Iceland). The results demonstrated that 96.5% of the samples comply with the legal maximum residue levels; 3.5% of the samples exceeded them. EFSA implemented a new data format to report the results of the residue monitoring activities at Member State level which in future will allow for a more detailed analysis of the monitoring data and greater accuracy in assessing the exposure of European consumers. Based on the results submitted, EFSA calculated the actual consumer exposure to pesticide residues via food and identified potential risks related to certain pesticide/crop combination containing critical concentrations of residues.

Scientific cooperation

The Focal Points continued to collect and share risk assessment data, increase EFSA's visibility within the Member States, and generally support the work of the Advisory Forum members. The Focal Point agreements were renewed with all 27 Member States. The status of Iceland and Norway changed from observers to members in 2010 and Norway signed its first Focal Point agreement. The importance of the Information Exchange Platform (IEP) continued to grow with over 830 documents uploaded by Focal Points by December 2010, including almost 700 risk assessment documents. Monthly internal reports were issued to update all users of the IEP (EFSA units, Panel and network members, and experts in Member States) on newly posted information. The 2010 evaluation report and the implementation thereof will help to further improve this tool. In 2010, EFSA allocated approximately €7.8 million for grant and procurement activities. Two new IT-tools were launched to support Article 36 networking as well as the management of the list of Article 36 organisations capable of assisting EFSA in its tasks. The list enlarged to almost 400 organisations broadening the knowledge base at EFSA's disposal. The Expert Database was successfully promoted at national and international level to attract scientific experts; as of the end of the year the total number of applications stood at 3000. The unit issued four internal quarterly reports to update EFSA management on progress as well as an annual report on the evaluation of the expert database. Two Scientific Colloquia were organised on food classification and emerging risks and preparations for the second Expert Satisfaction Survey were started. Development of the *EFSA Journal* continued and it is now indexed in three key bibliographic databases relevant to EFSA's work (CAB Abstracts, Food Science and Technology Abstracts and SciFinder), thereby increasing the visibility of the Authority's scientific work. In the context of medium-term planning, a report on scientific cooperation between EFSA and the Member States was prepared following discussions and consultations with the Advisory Forum and Scientific Committee. The report provides a basis for future discussions on scientific cooperation activities.

Zoonoses data collection

The Zoonoses unit published three Community summary reports in 2010. The *Summary Report on Zoonoses and Food-borne Outbreaks* was prepared with the ECDC. The main finding was the statistically significant decreasing trend in salmonellosis cases in humans, most likely due to successful *Salmonella* controls in poultry populations in the EU. The two other Community summary reports dealt with antimicrobial resistance in bacteria from animals and food in the period 2004-2008; these reports were the first EU-level analyses in this area and revealed that resistance to antimicrobials is common among these bacteria. Three EU-wide baseline survey reports published in 2010 demonstrated that a high proportion of broiler carcasses are contaminated with *Campylobacter* and that slaughterhouses have an impact on the contamination level. In the case of methicillin-resistant *Staphylococcus aureus* (MRSA) in pigs, the prevalence was associated with trade in breeding pigs. Further guidance was provided to Member States on the specific type of data for which trends over the years should be monitored and a project was launched to get consensus on the best methods for the analysis of antimicrobial resistance data. A new web application for data reporting was successfully deployed and three reporting manuals and an internal report were provided to Member States specifying the agreed amendments to the application. Furthermore, a plan to modernise the automatic data transfer was agreed with Member States and an internal report on a survey on the possible introduction of the XML format was issued. The quality of the data was improved through extensive data validation and six external reports on harmonised reporting and monitoring of parasites, rabies, Q fever and food surveys were published. In May, the unit received a new mandate to propose epidemiological indicators in relation to meat inspection and the work was started in cooperation with other EFSA units.

Food additives and nutrient sources

Three public calls for data were published in 2010 (miscellaneous food additives, patent blue V, and calcium carbonate). In addition, three public calls for data launched in 2009 were finalised in 2010: these related to emulsifiers, stabilisers and gelling agents; preservatives and antioxidants; and miscellaneous waxes) and were required for the re-evaluation of food additives within the timeframe set by regulation EU 257/2010.

Animal health and welfare

The AHAW Scientific Network on risk assessment in animal health and welfare held its first meeting in November 2010 and included discussions on the following: the need for retrospective comparative review of risk assessments conducted by AHAW and the national agencies on common questions; methodological aspects of risk assessment for animal welfare; and specification of data required for risk assessment in animal health. It was agreed to include these issues in the 2011 work programme for the network. At the November meeting, a technical session was organised on good practices in conducting scientific assessments in animal health using modelling.

Biological hazards

Meetings of the Microbiological Risk Assessment (MRA) and BSE-TSE Networks were held in June and November respectively. Key items discussed in the MRA network meeting included recent trends in listeriosis in the UK and other Member States, and antimicrobial resistance. In the BSE-TSE network meeting, the TSE epidemiological situation in the EU, the zoonotic potential of TSE agents and the review of the BSE surveillance system were discussed. A workshop on "Animal By-Products: Biogas and Composting Rules" was held in November 2010 in collaboration with the European Commission. Presentations on the work in progress in meat inspection were made at the Commission's roundtables on the review of meat inspection in spring and autumn 2010.

Food contact materials, enzymes, flavourings and processing aids

The re-evaluation of flavouring substances and preparatory work in the area of food contact materials (FCMs) were outsourced in area such as toxicity data, physico-chemical data and migration data. A contract was launched and awarded to constantly monitor new scientific literature on BPA and to prepare monthly reports. Two contracts were assigned in order to collect the outcome of the Danish and French risk assessment of food enzymes. In addition, a contract was signed to verify the identification of substances evaluated by Member States, Switzerland and Norway and compiled by the ESCO Working Group on non-plastic FCMs. A report on the outcome of the public consultation on the CEF guidance opinion on data needed for the evaluation of flavourings was also published.

GMOs

The Scientific Network for Risk Assessment of GMOs held its first meeting in November with experts from the Member States focusing on the topics of stacked events, new traits, new technologies, animal feeding trials, non-target organisms and long-term effects. EFSA organised five technical meetings to discuss applications with MS experts and applicants as well as four consultation meetings on guidance development with Member State experts, applicants and NGOs. Supporting the work of the GMO Panel on guidance development for GM animals, three outsourcing projects on GM fish, GM insects, and GM mammals and birds, were finalised, each giving rise to an external report. In addition, EFSA organised two dedicated workshops with international experts on GM fishes, and GM mammals and birds. Two outsourcing projects in support of GM plant applications were launched, one on the development of a fauna database to aid the ERA of non-target organisms and the other on the development of statistical software related to comparative risk assessment. The unit issued three technical reports on public consultations related to: the guidance documents on the allergenicity of GM foods; the ERA of GM plants; and the scientific opinion on the ERA of non-target organisms. Two reports on technical meetings and one workshop report were also published.

Feed additives

In order to prepare for the re-evaluation, a new IT tool was deployed to improve the management, distribution, archiving and reporting of data related to applications and dossiers. With regards to the re-evaluation process, close liaison with the EC and the European Union Reference Laboratory (EURL) was maintained throughout 2010 in order to improve collaboration and increase the efficiency of the processing of applications. Two external reports of Article 36 projects were received: on the collection and synthesis of scientific data and information on the potential of microorganisms and enzymes used in food and feed to induce respiratory sensitisation; and a series of monographs on the biological role, content in feed and requirements in animal nutrition of 27 trace and ultra-trace elements. The final report on a procurement project for the pre-assessment of the environmental impact of zinc and copper used in animal nutrition was also received.

Dietetic products, nutrition and allergies

The NDA Panel organised two workshops on guidance for health claims (one technical meeting with stakeholders on recent developments related to health claims and one on scientific requirements for health claims related to gut and immune function) and issued a draft guidance document for public consultation. In relation to dietary reference values (DRVs, the summary reports of five public consultations on principles for deriving DRVs for fats, carbohydrates, and water and a guidance document on establishing food-based dietary recommendations were published in 2010 together with the related opinions.

Plant health

The Scientific Network for Risk Assessment in Plant Health held its first meeting in October 2010. Discussions included data collection, information exchange to enhance cooperation, and emerging plant health risks. Two public consultations were conducted: on the draft guidance document for harmonised pest risk assessment and on EFSA's actions on the COPHS (Chief Officers of Plant Health Services) guidelines. The results were taken into consideration in the final outputs and the corresponding EFSA scientific reports were consequently published. A joint scientific conference was organised with the Plant Health Panel of the Norwegian Scientific Committee for Food Safety to discuss plant health risk assessment from a Nordic perspective.

Plant protection products

PPR organised and published the reports of stakeholder workshops on protection goals for environmental risk assessment and pesticide emissions from protected crop systems. Three public consultations were concluded on the use of field persistence and soil accumulation studies with pesticides for exposure assessment of soil organisms, on a probabilistic methodology for the dietary exposure assessment of pesticides and on the assessment of workers, operators, bystanders and residents to pesticides. The respective public consultation reports were published. Eight external scientific reports were also issued resulting from Article 36 grant agreements, procurement contracts and service level agreements with the JRC. These reports explored the applicability of alternative methodologies not involving animal testing in mammalian toxicology and various aspects of the behaviour of pesticides in the environment (emissions from protected crop systems, crop interception and persistence in soil).

Table 3: Resources for Activity 3

Unit	Staff	Personnel Appropriations	Infrastructure Appropriations	Operational Appropriations	Total Appropriations 2010	2010 Execution	%
AMU	8	717,223	178,320	966,326	1,861,870	1,860,927	99.95%
DATEX	10	922,814	229,435	2,473,847	3,626,096	3,505,737	96.68%
EMRISK	9	819,684	203,794	262,997	1,286,475	1,261,782	98.08%
PRAPeR	9	819,684	203,794	504,942	1,528,420	1,515,784	99.17%
SCO	13	1,183,988	294,370	1,048,530	2,526,887	2,485,863	98.38%
Zoonoses	16	1,457,216	362,301	1,428,779	3,248,296	3,204,118	98.64%
Risk Assessment	25	2,297,569	571,234	5,615,256	8,484,060	8,240,319	97.13%
SC/AF	2	182,152	45,288	313,628	541,067	532,734	98.46%
Directorates	4	354,114	100,224	0	454,338	451,076	99.28%
TOTAL	96.0	8,754,444	2,188,761	12,614,305	23,557,510	23,058,340	97.88%

Table 4: Combined outcomes for science activities in 2010

Indicator	Target	Achieved
Scientific advice delivered within deadlines	95%	85%
Scientific outputs published in the <i>EFSA Journal</i> within 15 working days of Adoption*	70%	69%
New experts invited to Working Groups identified from the expert database	70%	62%
Experts have approved annual DOIs before the first meeting of the group and specific DOIs screened according to EFSA DOI policy	100%	99%
Implementation of EFSA's quality assurance programme (INEX)	Full implementation	Recommendations of 2009 INEX exercise implemented and call for external experts for the 2011 exercise launched
EFSA's international activities implemented in line with the framework agreed with the European Commission	Full compliance	Full compliance
Standard Operating Procedures (SOPs) for risk assessment are implemented	100%	100%
Implement an action plan to enhance the efficiency of authorisation processes	Successful implementation of plan	Workflows reviewed and best practices identified
Mandates on applications received before 2005 are completed	100%	97% (4 mandates waiting for either formal withdrawal or additional data)
Comprehensive overview of EFSA's data and information exchange with international partners	Delivery of overview	Review delivered in February 2010
A coordinated EFSA approach with DG SANCO on supporting the Community's Codex Alimentarius negotiations	Coordinated approach agreed	Completed
International network for exchange of data particularly in relation to emerging risks	Network established	Member State network and a stakeholder consultative group on emerging risks established
Updated Crisis/Emergency Manual and implementation of crisis simulation exercises	Update of Crisis Manual and one simulation exercise completed	One simulation exercise completed in collaboration with an external consultant; procedures for responding to urgent requests are under regular revision
In the framework of EFSA's Mandates Review Committee, ensure that mandates utilise the entire range of expertise at its disposal	All mandates reviewed in line with strategy	All mandates processed by weekly Mandates Review Committee

*Excludes scientific outputs released in batches.

Table 5: Scientific Outputs and Supporting Publications 2010

	AHAW	AMU	ANS	BIOHAZ	CEF	CONTAM	DATEX	Em Risk	FEEDAP	GMO	NDA	PLH	PPR	PRAPeR	SC and AF	SCO	Zoonoses	Total
Activity 1. Provision of scientific opinions and advice & risk assessment approaches																		
Guidance of the Scientific Committee/Scientific Panel												1			1			2
Opinion of the Scientific Committee/Scientific Panel	10		2	15	3	9					3	6						48
Scientific Report of EFSA	1	3		1														5
Statement of EFSA			1			2									1			4
Statement of the Scientific Committee/Scientific Panel			2	1		3						1						7
Total scientific outputs Act. 1	11	3	5	17	3	14					3	8			2			66
Activity 2. Evaluation of products, substances and claims subject to authorisation																		
Conclusion on Pesticides Peer Review															73			73
Guidance of EFSA									1									1
Guidance of the Scientific Committee/Scientific Panel				2	1					2			1					6
Opinion of the Scientific Committee/Scientific Panel			27	3	29				36	12	132		5					244
Scientific Report of EFSA													2					2
Statement of the Scientific Committee/Scientific Panel			1						4									5
Total scientific outputs Act. 2			28	5	30				41	14	132		8	73				331

	AHAW	AMU	ANS	BIOHAZ	CEF	CONTAM	DATEX	Em Risk	FEEDAP	GMO	NDA	PLH	PPR	PRAPeR	SC and AF	SCO	Zoonoses	Total
Activity 3. Data Collection, scientific cooperation and networking																		
Guidance of EFSA		1					2											3
Statement of EFSA														2				2
Reasoned Opinion														68				68
Scientific Report of EFSA	2	2		3	1		8			3	5	2	3	2	1		6	38
Total scientific outputs Act. 3	2	3		3	1		10			3	5	2	3	72	1		6	111
Supporting publications																		
Event report										3			2			2		7
External Scientific Report	4	2		4		3	5	1		3			8				3	33
Technical report		2						3	3			1			1	5	2	17
Total supporting publications	4	4		4		3	5	4	3	6		1	10		1	7	5	57
Total outputs	17	10	33	29	34	17	15	4	44	23	140	11	21	145	4	7	11	565 (Target 736)¹

¹Update on MP 2010 output targets, MB meeting June 2010, see <http://www.efsa.europa.eu/en/mb100617/docs/mb170610-ax10.pdf>.

VI Communication and dialogue

VI.1 Overview

In 2010, EFSA's communications activities, continued to be guided by the three overarching objectives of promoting coherent communications through strengthened cooperation with relevant national, European and international authorities; building simplicity and accessibility in its communications; and increasing the visibility and understanding of EFSA's scientific work. In parallel, EFSA reviewed its communications strategy which was adopted by the Management Board in December 2010. The *Communications Strategy 2010-2013* takes into account: changes in the communications landscape; growth in EFSA's capacity, internal organisation and scientific outputs; and developments in the Authority's external relationships and networks. The strategy reflects learning from qualitative research carried out in 2009 amongst EFSA's key target audiences as well as new findings on consumer perception from a Eurobarometer survey on food-related risks carried out and published in 2010. The strategy sets out an approach which is more thematic in order to enhance the relevance and impact of EFSA's communications activities, making more effective use of available resources.

Coherence

- Liaised closely with Member States and the European Commission on specific issues, where urgent scientific advice was requested from EFSA: communicated on fast-track assessments on possible risks for food and feed safety in the EU following the Icelandic volcano eruption and the possible risks from the chlormequat pesticide in grapes.
- Continued to pre-notify communications on EFSA's scientific work in order to promote consistent risk communications messages; proactive exchanges on key issues such as GMOs, bisphenol A, aspartame, nanotechnology; and on "emerging issues" in individual Member States, focusing on the implications for communications.
- Shared best practices and skills with EU Member States - a standing item on the agenda of the Advisory Forum Working Group on Communications (AFCWG) - on topics such as bisphenol A, social media, Q fever case in the Netherlands, cloned animals in the UK and ecological disaster (toxic sludge) in Hungary.
- Developed with the AFCWG an overall approach and outline for risk communications guidelines to help support coherence in risk communications across the EU, reinforcing the key principles of communications and building appreciation of the role and value of communications - a project to be completed in the first quarter of 2011.
- Initiated a common project among EFSA and the AFCWG to develop a glossary of food safety-related terms that would help members communicate more consistently and facilitate understanding of all interested parties.
- Strengthened cooperation with Member States on the independence of EFSA's scientific advice/work; sought feedback by questionnaire on how the independence of EFSA and the national authorities is perceived in Member States; shared an EFSA commentary on independence; highlighted EFSA's webpage on independence for members to use and adapt as appropriate.
- Provided proactive communications to support development of environmental risk assessment (ERA) guidance including web stories on finalisation of the first draft of the document and the launch of public consultations; meetings with stakeholders to discuss the new guidance were supported by web stories, event announcements and publication of meeting reports. EFSA organised a technical meeting on the ERA guidance on June 17 in Berlin with Member State experts as part of its commitment to transparency and openness; the meeting was webcast, and attracted over 3,300 visitors to the webcast page over the 3 months that followed the meeting; the Press Office organised interviews with EU Food Law, Reuters and ANSA and published a web news story on the outcome of the meeting.
- Organised media training for 9 EFSA scientific staff as part of EFSA's communications strategy, to prepare them for media interviews. The training enables the Press Office to offer media interviews in more languages.

Simplicity

- Created online content to explain EFSA's scientific work as well as its approach in a wide range of areas including independence, emerging risks, and stakeholder relations.
- Created better contextualisation of website content by adding related links between scientific and media material, between the website, and the Register of Questions and Declaration of Interests databases, between individual documents and directly related organisational/thematic homepages etc.

- Improved the usability and accessibility of EFSA's website through: a new design which included a new navigation model and homepage; better page titles and navigation labels; improvements to existing search facilities; memorable URLs.
- Gained further insight into the website's main user groups, their expectations, satisfaction levels and ideas through a website user survey with a response rate of over 3,500 (satisfaction rating of 92%).
- Continued to expand monitoring of the website and online products by tracking additional indicators. New statistics tracked include site integrity indicators, such as number of broken links and orphan files. Additionally, numbers on traffic distribution between panels/units and between content types have been put in context in order to compare data and assess trends for the last 12 months.
- Enhanced the use of multimedia by embedding videos on web pages and extending webcasting to a new range of events; the webcasts of technical and stakeholder meetings related to GMOs and nutrition attracted over 13,000 viewers. A video aimed at helping key audiences understand EFSA's work and how it performs its risk assessments was published on EFSA's website.
- Further improved EFSA's presence at events by developing a new EFSA exhibition stand to simplify the explanation of EFSA and its work.

Visibility

- Published results of the 2010 Eurobarometer survey on consumer perception of food risks (17 Nov 2010). Created a web banner and a dedicated webpage on EFSA's website (linked to Member States' websites); produced EFSA communications material, which was made available to Member States (some under embargo): press release published in 23 official EU languages; full report and its summary (in EN, FR, DE and IT); national factsheets in 23 official EU languages; raw data files (SPSS format). 17 Member States published on their websites either their own press release on the survey, or EFSA's press release in their language and/or national factsheet and a link to EFSA's webpage on Eurobarometer. The report received wide coverage across Europe, with 57 articles published in 20 Member States in the first week after publication of the report.
- Continued to raise awareness of EFSA scientific outputs through proactive media work: as in 2009, 34% of EFSA's scientific outputs were supported by press releases and web news stories.
- EFSA-related media coverage in 2010 remained steady at around 8,330 articles compared with 9,038 articles in 2009. Key issues covered by the media in 2010 were GMOs, nutrition, health claims, and bisphenol A. Favourability remained at around 91% neutral. Negative articles amounted to around 6% and were dominated by GMO coverage (much of it political), coverage on EFSA's independence and bisphenol A, and industry press criticism of the procedures related to health claims applications. Top 5 countries that reported on EFSA in 2010 were Germany, France, Spain, Italy and UK, representing over 40% of coverage; the rest was shared between pan-EU publications (accounting for 22% of coverage) and other EU Member States and countries such as the USA, Canada and Australia. About 35% of EFSA coverage was in the mainstream media, 54% on websites and 11% in specialised publications
- The importance of the website as a communications tool continued to increase as visits exceeded the 15% target increase. With a 24% growth in visits, the site had over 3 million visits in 2010. 92% of the 3,000 2010 user survey respondents were satisfied with the site. A high volume of content was published on the EFSA website (estimated at over 4,000 files) meeting both deadlines and quality standards.
- Significantly expanded outreach of EFSA through the availability of key publications (Annual Report, Work Plan, Eurobarometer factsheets etc.) in all 23 EU languages.
- Produced 198 publications (compared to 139 in 2009). These included: two volumes of the Annual Zoonoses Report; 2 Scientific Colloquia reports; 1 meeting series 14 scientific posters; 6 supplements and articles in scientific journals, the 2010 Eurobarometer report, summary report and country factsheets alongside EFSA's family of newsletters, EFSAnews, EFSA in Focus, and Moving Together. Online newsletter subscriptions also exceeded the 2010 target, rising to almost 27,000 people.
- Organised 15 events (compared to 19 in 2009). These included: Scientific Colloquia on emerging risks and food classification; a technical meeting on health claims; a joint EFSA-European Commission conference on science and innovation for a sustainable food chain. The Authority was represented at international scientific conferences (e.g. ESCAIDE, IUTOX and Nanotechnology in the Food Chain).

Evaluation and analysis

- In 2010, EFSA commissioned a second Eurobarometer survey on consumers' perceptions of food-related risks. The research objectives were to gain insight into consumer concerns related to food and risks associated with the food chain and also to establish the level of consumer confidence in public authorities related to food safety-related issues. Over 26,000 consumers in all 27 Member States were surveyed, representing the views of over 500 million European consumers. The results provided a valuable insight into how Europeans perceive food risks, which will also serve as basis to shape EFSA's future communications work.

VI.2 Relations with European institutions and European agencies

EFSA continued to ensure effective working relations with the European Commission, the European Parliament and the Council of EU Ministers. Since the mandate of the present Commission started in February, EFSA has established constructive working relationships with Commissioner John Dalli, responsible for Health and Consumers, and his services at the Directorate-General Health and Consumers (DG-SANCO). In March, Commissioner Dalli visited EFSA where he had discussions with EFSA's Executive Director, members of the Management Board and senior EFSA management and addressed staff. Commissioner Dalli met EFSA's Advisory Forum representatives in Malta in September for a dedicated session on scientific cooperation. As well as the ongoing series of regular bilateral meetings, EFSA and DG-SANCO co-hosted the conference "Can science and innovation build a more sustainable food chain", organised under the auspices of the Italian Government, in May in Parma. EFSA was very honoured in April to welcome at its premises EC President José Manuel Durão Barroso who also addressed staff. President Barroso addressed the Head of EU Agencies in February at the last meeting of the network under EFSA's coordination. In the course of 2010, EFSA's Executive Director met Commissioner Dacian Cioloş, responsible for Agriculture and Rural Development, and Vice-President Antonio Tajani, responsible for Industry and Entrepreneurship. EFSA also welcomed the SHERPAS High Level Group on the Competitiveness of the European Agro-Food Industry to Parma to discuss innovation in the food chain.

EFSA continued to support the European Parliament and build awareness of EFSA's role and ongoing work in the EU food safety system. EFSA's Executive Director had regular bilateral meetings with MEPs and two Parliamentary delegations visited EFSA headquarters in Parma during the course of 2010: the Committee on Environment, Public Health and Food Safety (ENVI Committee) in June led by its Chair Jo Leinen and the Alliance of Liberals and Democrats for Europe (ALDE) led by Vice-Chair of the Agriculture Committee (AGRI Committee) Maarit Paulsen in December. EP Vice President Mrs Rodi Kratsa-Tsagaropoulou visited EFSA in March. In addition, EFSA participated in several conferences, workshops and working lunches at the Parliament. EFSA representatives regularly attended meetings of the ENVI Committee and a monthly Information newsletter was provided for MEPs. EFSA's Executive Director appeared before the ENVI Committee in Brussels for her annual and renewal hearing in November. EFSA continued to liaise with the Council of Ministers and senior EFSA scientists attended meetings of the chief veterinary officers and chief plant health officers.

As co-ordinator of the network of the Head of EU Agencies (to February 2010), EFSA organised a meeting with President Barroso in February in Brussels to discuss the partnership between EU Agencies and the European Commission and the EU's future approach to the governance of the Agencies. Within this network, EFSA also coordinated the publication of a brochure "EU Agencies: the way ahead" that provides an overview of the missions of all EU agencies and describes their common objectives. In March, EFSA handed over the co-ordination to EU-OSHA (European Agency for Safety and Health at work) and remained part of the Troika of the EU Agencies. In 2010 EFSA worked closely with other EU agencies with for example, the signature and the renewal with ECDC (European Centre for Disease Prevention and Control) of a Memorandum of Understanding to increase cooperation and exchange scientific information on topics of mutual interest including food safety, control of communicable diseases, infectious diseases prevention and emergency response. In addition, EFSA organised videoconferences with ECHA to discuss cooperation. Examples of inter-agency cooperation include antimicrobial resistance, animal health and zoonoses.

During 2010, EFSA liaised closely with the two rotating six-month EU Presidencies of Spain and Belgium. EFSA's Executive Director met the Spanish Presidency on several occasions including the joint-workshop on science-based surveillance of imports and the Advisory Forum meeting in Seville, the seminar on food supplements in March, the meeting of EFSA's Management Board in Toledo in March, and the meeting of the Focal Points in June in Madrid. During the

Belgian Presidency, EFSA met representatives from the Presidency at several occasions, starting with a meeting with representatives from the Federal Ministry of Health, the Permanent Representation of Belgium and the Belgian food safety agency (AFSCA) in July. Upon invitation by the Belgian Presidency, EFSA's Executive Director participated in the International Round Table "The role of science in food policy" organised by the Belgium Presidency in Brussels and held the meetings of its Advisory Forum and Management Board in the Belgian capital.

During 2010, EFSA visited its counterparts in Member States (e.g. meeting with Spanish Food Safety and Nutrition Agency in February, UK FSA in March, visit arranged by the Polish authorities in April, meeting with the German Federal Ministry for Environment and BfR in December) and also welcomed to Parma the German Federal Institute for Risk Assessment (BfR) in January, the French Agency for food, environment and occupational health and safety (ANSES) in February, a Danish delegation including the Danish Veterinary and Food Administration and the National Food Institute of the Technical University of Denmark (DTU) in October.

VI.3 International relations

Implementation of the *EFSA's International Strategy* continued with the scientific support provided to the European Commission (DG SANCO) in its Codex Alimentarius commitments including the 42nd session on pesticide residues in China. In 2010, EFSA exchanged letters of cooperation with Food Standards Australia New Zealand, the New Zealand Food Safety Authority, Health Canada and the World Health Organisation. In addition, video-conference meetings were organised with Health Canada to discuss cooperation. International delegations received in EFSA included Korea, Norway, China, Algeria, and Japan. EFSA co-organised with WHO a seminar on seafood safety as part of the Fifth Ministerial Conference on Environment and Health. EFSA participated in the Sino-European Food Safety Cooperation Forum organised as part of the Shanghai Expo 2010. Following the agreement between EFSA and the FDA to exchange staff, the deployment of the FDA Liaison Officer to EFSA took place in November.

The EU Pre-Accession Programme includes the Candidate countries, Croatia, Turkey, the Former Yugoslav Republic of Macedonia (FYROM) and Montenegro (since December 2010) and the Potential Candidate countries Albania, Bosnia & Herzegovina, Kosovo under UNSCR 1244/99 and Serbia. EFSA's Pre-Accession Programme 2009/2010 focused on providing the beneficiary countries information on EU food safety via training seminars, study tours, conferences and participation of experts from the countries in EFSA meetings and networks as observers. In total four seminars were organised covering the following subjects: risk assessment-risk management approaches in EU Member States; additives and flavourings; crisis handling; and nutrition and health claims, involving more than 160 participants. In addition EFSA's Pre-Accession Programme arranged a study tour to the Spanish Food Safety Agency (AESAN) for Turkish and FYROM experts in Madrid which was attended by 16 experts. Experts from the beneficiary countries participated as observers in 33 EFSA meetings/networks during 2010. As part of the European Neighbourhood Policy (ENP), EFSA jointly with the Commission services organised two regional seminars for the ENP countries on handling food crises in which 92 experts participated. EFSA's Executive Director addressed the fifth anniversary of the Croatian Food Safety Agency in June, 2010.

VI.4 Stakeholder activities

EFSA's Management Board adopted new terms of reference for the Stakeholder Consultative Platform following its renewal in 2009. Three plenary meetings of the Platform were organised and a rolling Work Plan was established to promote better resource planning. Two stakeholder Working Groups were set up, one on stakeholder engagement and the other on emerging risks. Technical meetings with stakeholders were organised on GMOs with environmental NGOs in September and on scientific requirements for health claims related to gut and immune function in December. EFSA has also improved its tools for interaction with stakeholders by harmonising its pre-notification process. EFSA's Executive Director participated in meetings of the European Consumers Association (BEUC) and the European Public Health Alliance in April and the Confederation of Food and Drink Industries (CIAA) meeting in November.

VI.5 Italian authorities

The ongoing dialogue with the Italian authorities on settlement issues continued in 2010. The roundtable set up by the Italian Government Undersecretary of State was organised in November 2010 and was very important for the discussion

related to the reinforcement of the European School, progress reporting on the EFSA seat building, and the organisation of events related to EXPO 2015, which will take place in Milan in 2015 with the theme “Feeding the Planet, Energy for Life”.

Table 6: Outcomes in 2010 for Communications and Dialogue

Indicator	Target	Achieved 2010
Visibility	2,890,000	3,006,375
<ul style="list-style-type: none"> • Web visits • Bibliographic databases indexing the EFSA Journal 	-	3
Coherence		
<ul style="list-style-type: none"> • Message penetration and tracking (started in Q4 of 2010): 		
1. One key message taken up by media	70%	93% (in Q4)
2. Two key messages taken up by media	30%	70% (in Q4)
Outreach		
<ul style="list-style-type: none"> • Newsletter subscribers 	25,690	26,934
<ul style="list-style-type: none"> • Number of public consultations 	93	91

* Excluding outputs released in batches and those with additional media activity.

Table 7: Resources for Activity 4

Unit	Staff	Personnel costs	Infrastructure costs	Operational costs	Appropriations 2010	Execution	%
Advisory Forum	3.5	280,665	112,419	131,162	524,246	508,130	96.93%
LPA	6.5	521,236	208,778	109,057	839,071	823,857	98.19%
Press Office	10	801,901	321,197	307,319	1,430,417	1,420,293	99.29%
Web	9	721,711	289,078	418,987	1,429,776	1,419,580	99.29%
Pub & events	14	1,122,661	449,676	1,434,147	3,006,484	2,978,260	99.06%
Directorates	5.5	441,045	176,661	98,421	716,126	696,378	97.24%
TOTAL	48.5	3,889,219	1,557,809	2,499,093	7,946,120	7,846,498	98.75%

VII Support activities

VII.1 Overview²

A review of EFSA's efficiency began in 2010 when the e³ programme was launched, guided by external consultants (Deloitte). The inception phase of the programme concerned the establishment of the programme portfolio, structure and governance in preparation for, in the first instance, the structural reorganisation that will be implemented in 2011. In relation to the new EFSA seat building, a programme coordinator was appointed to coordinate EFSA's input to the project as well as an engineering consultant for technical liaison with the building contractor. The second implementing act was signed with the construction company in July and drafting of the preliminary purchase agreement which fixes the terms and conditions of the purchase began. Requirements in relation to canteen and bar and other facilities were gathered from staff and calls for tender were prepared for building maintenance, insurance, purchase of furniture, and selection of a financial institution to propose the financial terms of the purchase. In preparation for the move in 2011, the allocation of internal spaces was determined in December and communicated to the building contractor. In terms of budget execution, EFSA continued to improve with almost 99% of budget executed in 2010 but with further improvements earmarked in payments. In relation to the future funding of the organisation, the Commission proposed to Parliament and Council to consider a partly fee-based financing structure for EFSA and the outcome of an impact assessment is awaited from the Commission. In the area of human resource management, 99% of planned posts were either filled or under offer by the end of the year and a standard section of competencies-based job descriptions were adopted with associated key performance indicators by job category. New expert compensation and travel arrangement provisions were deployed based on the results of previous expert surveys. Developments in information technology included the enhancement of IT governance tools and mechanisms, the delivery of an application workflow in the area of operation of the FEEDAP Panel, the launch of an integrated version of the scientific cooperation management tool (for both management and reporting) and the creation of a disaster recovery alternate site for critical systems. EFSA concluded an external independent review of its DoI assessments the outcomes of which will inform the review of the *Policy on Declarations of Interest* in 2011.

VII.2 Human resources

Staffing

In 2010, 68 new contracts of employment were finalised, including 33 Temporary Agents, 27 Contract Agents and 8 Seconded National Experts. Including 21 additional contract offers before year-end, this amounted to an occupation of 454 of 460 positions, which represents an execution rate of 99% of planned posts. Staff turnover rate stood at 6% significantly under the ceiling of 10%. Selection board guidelines were updated and further training was provided in the area of selection interviewing techniques for selection board members. A total of 17 trainees were selected and offered placements for an in-service training contract in order to acquire practical experience in the areas of science, communication or administration.

Career development & promotion

A total of 314 performance evaluation (CDAC) reports were finalized, equal to 99% of the total. Following the completion of this 2009 Career Development and Appraisal (CDAC) exercise, 37 staff members were reclassified/promoted to the next grade in their function group, representing 13% of eligible staff. A comprehensive job management framework was developed and introduced in order to harmonise the generic part of job descriptions with key competencies, objectives and key performance indicators, as well as a compulsory training path based on 8 job categories to cover all EFSA staff.

Learning and training

Training courses were provided in relation to science, language training, EU affairs, communication, financial management, IT courses and team-building activities. A total of 118 internal training courses were organized excluding language training courses, or 155 if language courses are included. The total number of training days organized was 358 with an average of 7.5 training days per staff member in 2010. Other highlights included the initiation of training sessions on "Ethics & Integrity", with a compulsory session for all managers.

²For a detailed account of outcomes in 2010 for corporate/support activities see Annex 2.

HR tools

Automated workflows for the request and monitoring of training activities and absence and leave requests were deployed with automated reporting tools. EFSA has proceeded with the acquisition of a Human Resources database and management tool, of which full deployment is foreseen for early 2012.

Staff welfare

Following an open tender procedure, a framework contract with a new medical centre for pre-employment and annual medical visits was established in June. An internal call for volunteers for the renewal of the positions of four confidential counsellors was launched at the end of 2010 as part of the implementation of the prevention of harassment policy that is in place since 2009.

Human resources scorecard

A HR scorecard has been designed and adopted, based on 20 key performance indicators, covering the main areas of recruitment, working hours, sick leave, training, probation and performance evaluation etc. The HR scorecard will enter into force in early 2011.

Internal communications

An intranet portal user survey was launched in June 2010, one year after launch of the portal. Feedback was analysed and a report with three priority actions for improvement was issued. Implementation of the actions is foreseen for early 2011.

VII.3 Legal support

Legal support was provided specifically to the NDA, GMO and AMU units. The two court cases concluded in 2010 (T-112/10 and T-112/10R) were positive for EFSA. For two new cases (T-339/10 and T-532/2010), the required replies were filed. The legal function also handled two Ombudsman cases. In addition legal support was provided on a regular basis to staff members and the HR unit with regard to the sound implementation of the Staff Regulations. In view of the delivery of the new EFSA seat building in mid-2011, internal and external legal support was provided in drafting and preparing acts related to the future purchase of the building, in particular in providing the structure (real estate operation) for the future purchase, in drafting the preliminary draft of the purchase contract, in providing support for all legal queries related to the construction. The legal function has provided support throughout the year to the procurement team for all calls for tenders. In addition specific assistance was provided in areas such as access to documents, interactions with economic operators, and termination of contracts.

VII.4 Finance and accounts

Accounts

The number of transactions executed in the year surpassed 20,000 representing in terms of value an increase of 6% compared to 2009. EFSA has now more than 8400 records in its third party (bank accounts) central database, representing an increase of 14% on the validation of bank accounts compared with 2009.

The start-up phase for migrating EFSA's financial/accounting system to the accrual-based accounting (ABAC) system, was initiated and the full migration is scheduled for September 2011. In the Court of Auditors report on EFSA's annual accounts for 2009, there are no comments and in the Court's opinion the transactions underlying the annual accounts are in all material respects legal and regular.

Finance

Budget management and activity-based budgeting (ABB)

Budget execution was reported to the Management Team on a monthly basis. Deviations from budget execution targets by activity or in relation to the scientific cooperation program were signalled and corrective actions taken. Comprehensive budget and activity reports were made available online to the organisation. The allocation of the human and financial resources was monitored during the year and re-allocations implemented where required. The €74.71 budget was committed to 98.8%; detailed figures and analysis is provided in Annex 1.

Financial management

The volume of commitments and payments increased by 8% and 16%, respectively compared to 2009. Dedicated financial and procurement trainings were provided in order to enhance accountability by the financial actors involved and the quality of the financial and procurement processing. Management of the centralised budget lines (mission, shuttle, flights, translation, catering, amounting to €5 million) was improved and workflows were updated and fully automated. Centralisation of the function of administration of meetings at EFSA, which represents a budget of €8.2 million, was initiated with the development of a meeting organisation system. This will lead to economies of scales and increased efficiency.

Procurement and grants

In 2010, 24 procurement procedures in Communication and Administration for an amount of €48.8 million were finalised. In addition, 75 procurement contracts and 10 grant agreements were finalised as part of the scientific cooperation programme with values of €5.7 million and €2.1 million, respectively. This represents 99% of the initial value of the 2010 programme. Overall procurement and grants represented 75% of EFSA's overall budget. Guidance manuals, templates and training were provided to all Units. The planning and monitoring of scientific out-sourcing were improved. Grant committee meetings were held every month to monitor contracts and grants in the Risk Assessment and Scientific Cooperation & Assistance Directorates.

Management tools

Further progress was made in developing management tools. The ABB application for budget allocation and monitoring now integrates staff, expected outputs and performance indicators for the five core activities and is therefore fully integrated in EFSA's Management Plan and objective settings. The Procurement and Grants management tool is fully operational and facilitates the financial management of the scientific cooperation programme. Its extension to all procurement procedures is foreseen for 2011. The Meeting Organisation System was developed in 2010 and a first version delivered in test; this application will be deployed in May 2011. In line with the schedule of the European Commission, migration to the accrual-based accounting (ABAC) system is scheduled for September 2011 and preparatory work is already in progress.

VII.5 Information Technology (IT) & Operations

IT governance: 2010 saw the definition and implementation of a new corporate IT governance organisation born from the need to create a tighter alignment between business needs and IT services. Five different portfolios (Programme Management Offices) of projects were created, each one lead by prominent business representatives (mainly Directors). Each project is governed by a Project Support Committee which guides the Project Manager on day-to-day activities and reports to the competent Programme Support Office. The Programme Support Offices report to an IT governing board (members are Directors and head of IT) where overall strategy, budget and plans are discussed and agreed.

IT application development projects: over 120 new releases of existing or new customised IT tools have been generated during the year, adding new functionalities or improving existing products.

New seat: The activities related to the set-up and move to the new seat building have generated a large number of additional activities in relation to the definition of specifications for the internal fittings of the premises, the technical equipment for meeting rooms, the furniture for offices and common spaces, and additional services that will be required (e.g. canteen, bar, auditorium, etc). This has required a number of new procurement activities that have started in 2010 and will continue in 2011.

Disaster recovery site: A new disaster recovery site has been set up and fully equipped in Milan to support the continuity of critical IT systems. The site will be operational in 2011 and will support the new seat IT infrastructure migration activities.

New tele-meeting tools: new audio-web support tools and services have been made available to the organisation to successfully support the large increase in activities conducted via tele-meetings.

New corporate policies: new corporate policies such as the Security Policy, the Health and Safety Policy, the Document Management Policy and Business Continuity Plan have been drafted and adopted across the organisation.

Refurbishments of existing premises: additional premises have been refurbished (DUS C) and new parking spaces rented to accommodate additional staff and new training rooms are ready to be used in 2011 as a result of refurbishments completed in the Palazzo Ducale by the Comune for EFSA. The existing data room (that will be used as an alternate data centre for the new seat from 2012) has been refurbished with new fire extinguisher systems, uninterrupted power supply and monitoring systems.

Table 8: Resources for corporate and governance activities

Unit	Staff	Personnel costs	Infrastructure costs	Operational costs	Appropriations 2010	Execution	%
Human Resources	22	1,578,554	658,820	0	2,237,374	2,237,227	99.99%
IT & Operations	42	3,013,603	1,257,747	0	4,271,350	4,271,069	99.99%
Finance	21	1,506,802	628,873	0	2,135,675	2,135,535	99.99%
Accounts	4	287,010	119,785	0	406,795	406,769	99.99%
Legal & Policy	6.5	466,391	194,651	0	661,042	660,999	99.99%
Directorates	14.5	1,040,411	434,222	119,000	1,593,633	1,593,155	99.97%
TOTAL	110.0	7,892,771	3,294,098	119,000	11,305,869	11,304,754	99.99%

VII.6 Quality Management

In 2009, EFSA implemented its external review process whereby a selected number of scientific outputs were reviewed by a working group of external and independent experts. The conclusions, recommendations and areas for improvement were considered and implemented in 2010. In addition, a new call for membership to the External Review Working Group was launched in order to perform an External Review in the course of 2011. EFSA's Quality Management continued with the development and implementation of its Standard Operating Procedures and the introduction of Work Instructions in the context of an Integrated Quality Management System.

VII.7 Audit

EFSA performs an annual audit risk assessment that is endorsed by the Audit Committee at the December meeting of the Management Board. The outcome of this audit risk assessment provides the basis for annual audit work plan that is endorsed by the Audit Committee at the March meeting of the Management Board. Furthermore, every three years a high-level risk assessment exercise involving key management staff is undertaken, the July 2010 results of which were reported to senior management in October 2010 and are reflected in Management Plan 2011. A total of 70% of the initial audit work-plan was reviewed by the Audit Committee during 2010 and 30% was postponed with the agreement of the Audit Committee in light of the reprioritisation of tasks for 2010. All information provided to the IAS, Court of Auditors and European Parliament in 2010 was provided within the legal deadlines.

VII.8 Strategy and Prospective

During 2010 the Strategy and Prospective function within EFSA provided regular insights for all staff into strategic and prospective issues with a direct or indirect impact on the Authority. This included the further refinement and implementation of impact assessment tools (document adopted by Management Board in March, 2010) and support on the development strategic orientations. A total of nine electronic newsletters providing regular prospective overviews of global developments in risk assessment in relation to food and feed were delivered to all EFSA staff during the year. In addition, a report on the forthcoming EFSA Science Strategy was provided.

VII.9 Secretariat of the Management Board

The Council of the EU appointed seven Board members in 2010 and the secretariat provided a familiarisation programme for the new members. EFSA continued to provide weekly activity reports to the Board covering all areas of operation of the Authority and a weekly institutional update on developments relevant to EFSA's activities at the European Parliament, Commission, Council and Presidency. Documentation for Management Board meetings was provided to Board members at least 10 calendar days in advance and follow-up actions were dealt with promptly within the target of 2 working days after the meeting where possible. Written procedures were performed effectively and meeting minutes were routinely provided to the Board within 10 days. Board Members were invited to participate in Presidency events in Seville and Brussels and support was provided for the Chair in the preparation of presentations relating to EFSA's work.

ANNEXES

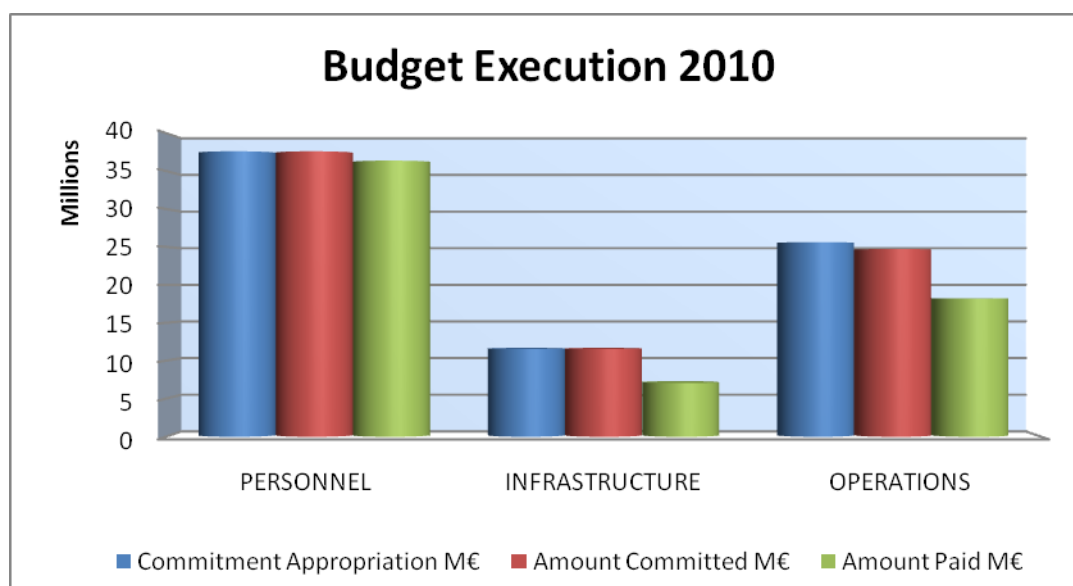
Annex 1: Budget Execution 2010

1. Budget execution

In 2010,

- EUR 73.8 million or 98.8% of the EUR 74.72 million budget (after integration of the EFTA contribution to EFSA budget) was committed. The commitment level stands at the target set for the year (EUR 74.0 million). Under Title I Personnel and Title II Infrastructure, the budget was fully executed. Under Title III Operations, the execution rate reached 96.5% with, in particular, the commitments under the scientific cooperation program having reached 95.3% of the EUR 8.2 million appropriations available.
- EUR 61.6 million or 83.5% of the EUR 73.78 payment appropriations (after global transfer and EFTA contribution to EFSA budget) were paid. This payment level stands 11% below the target (EUR 68.7 million) for the following main reasons:
 - Major data processing and IT operational support projects were initiated in November and will therefore trigger payments for an amount of EUR 4.3 million only next year.
 - Delays in contracting the Scientific Cooperation Activities and lower payment levels under the existing grant & procurement program lead to an under-spent of the related differentiated credits amounting to EUR 1.3 million.
 - Payments for an amount of EUR 1.1 million under specific projects in Administration and Communication were postponed to next year.

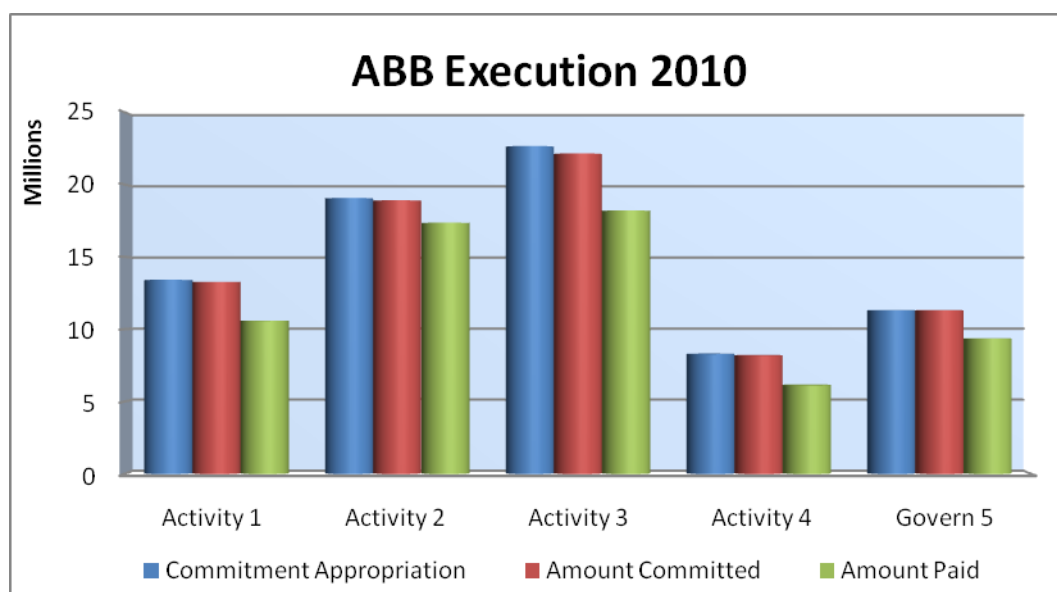
Title	Commitment Appropriation	Amount Committed	% Committed	Payment Appropriation	Amount Paid	% Paid	RAL
PERSONNEL	37,573,452	37,570,152	100.0%	37,573,452	36,350,027	96.74%	1,220,125
INFRASTRUCTURE	11,538,018	11,537,644	100.0%	11,538,018	7,070,946	61.28%	4,466,698
OPERATIONS	25,603,650	24,700,316	96.5%	24,670,130	18,195,968	73.76%	6,504,348
Total:	74,715,120	73,808,112	98.8%	73,781,600	61,616,941	83.51%	12,191,171



The following table and chart report the budget appropriations and executions along with the four operational activities and governance & administration functions (Activity Based Budgeting):

- Activity 1. Provision of scientific opinions and advice and risk assessment approaches
- Activity 2. Evaluation of products, substances and claims subject to authorisation
- Activity 3. Data collection, scientific cooperation and networking
- Activity 4. Communication and dialogue
- Govern 5. Governance and administration functions

In EUR	Commitment Appropriation	%	Amount Committed	%	Payment Appropriation	Amount Paid	%	RAL
Activity 1	13,193,480	17.66%	13,049,143	98.9%	13,193,480	10,582,520	80.2%	2,466,623
Activity 2	18,712,141	25.04%	18,549,377	99.1%	18,712,141	17,355,991	92.8%	1,193,386
Activity 3	23,557,510	31.53%	23,058,340	97.9%	22,623,990	18,200,373	80.4%	4,857,967
Activity 4	7,946,120	10.64%	7,846,498	98.7%	7,946,120	6,132,305	77.2%	1,714,193
Govern 5	11,305,869	15.13%	11,304,754	100.0%	11,305,869	9,345,751	82.7%	1,959,003
Total	74,715,120	100.00%	73,808,112	98.8%	73,781,600	61,616,941	83.5%	12,191,171



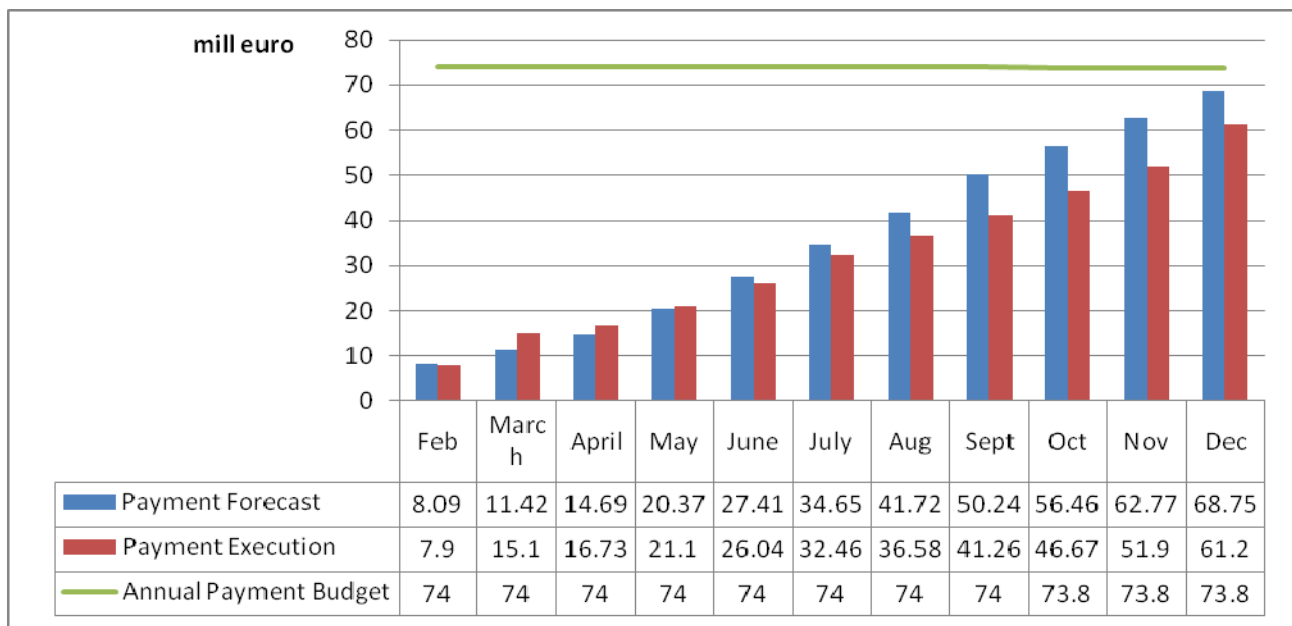
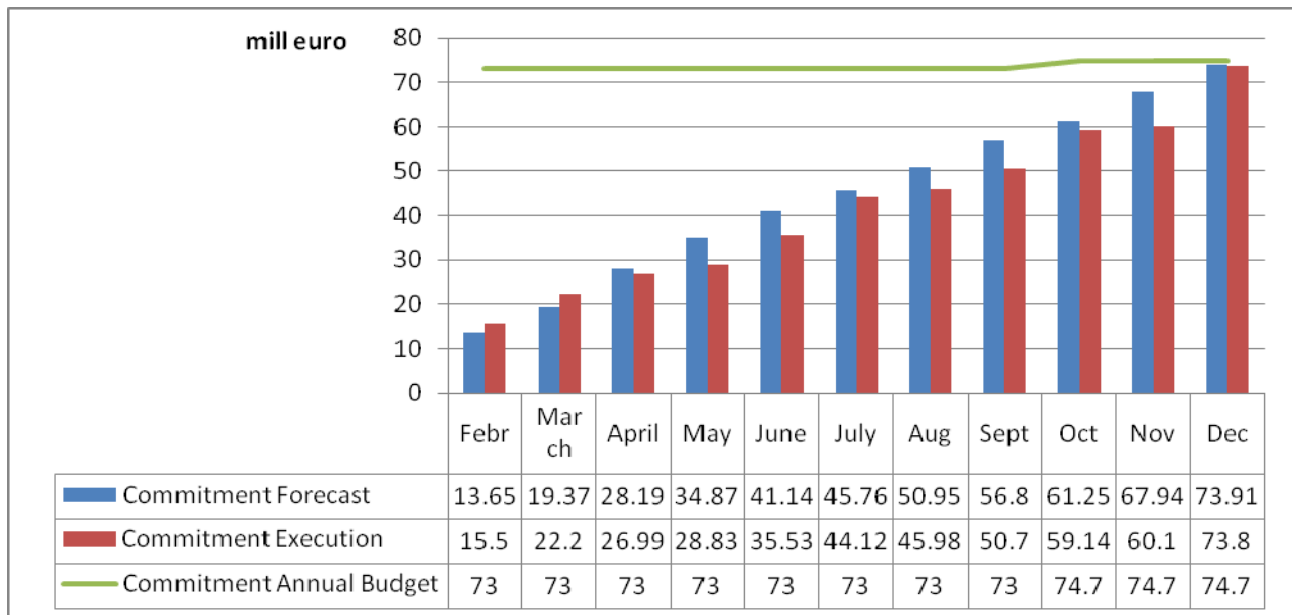
Activity 3 - data collection and networking – did not reach, with 97.9%, the expected commitment level. This is mainly due to the 95.3% commitment level of the contracts and grants under the scientific cooperation programme. The other operational activities reached 99% execution while the administration and governance activities reached 100%.

1. Year-on-year

Year-on-year, budget execution increased by EUR 5.2 million, which represents a 4% progress. The payments increased by EUR 8.4 million compared to last year which represents a 15% progress.

Title	Commitment 2010	Commitment 2009	Increase	Payments 2010	Payments 2009	Increase
PERSONNEL	37,570,152	33,813,425	11.11%	36,350,027	33,123,524	9.74%
INFRASTRUCTURE	11,537,644	10,693,242	7.90%	7,070,946	6,297,081	12.29%
OPERATIONS	24,700,316	24,070,453	2.62%	18,195,968	13,818,097	31.68%
Total:	73,808,112	68,577,120	7.63%	61,616,941	53,238,702	15.74%

1. Budget Execution versus Target

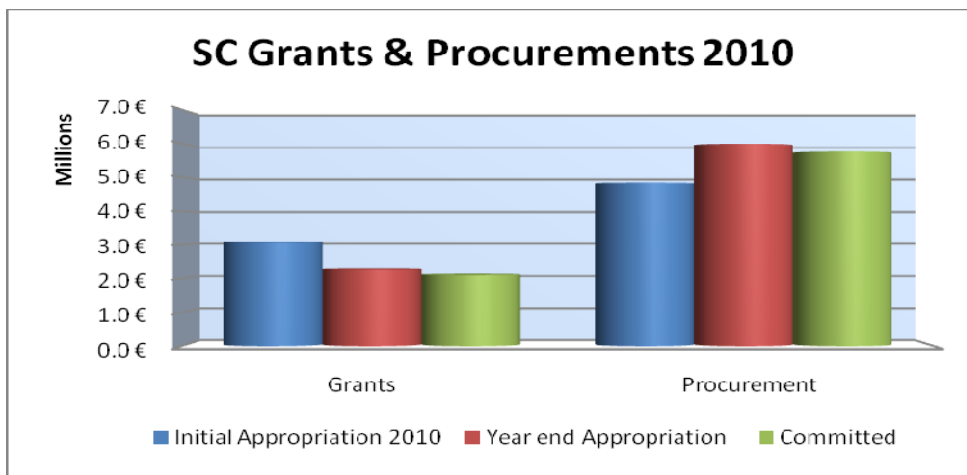


Whereas the 99% commitment objective was reached, the 93% payment objective was not met for three main reasons:

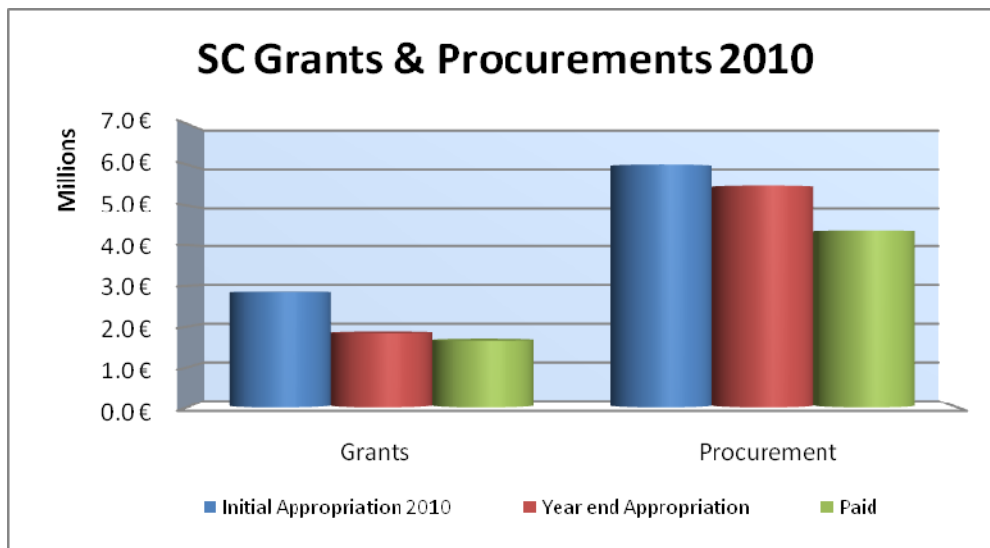
- Major data processing and IT operational support projects were initiated in November and will therefore trigger payments for an amount of EUR 4.3 million only next year.
- Delays in contracting the Scientific Cooperation Activities and lower payment levels under the existing grant & procurement programme lead to an under-spent of the related differentiated credits amounting to EUR 1.3 million.
- Payments for an amount of EUR 1.1 million under specific projects in Administration and Communication were postponed to next year.

2. Scientific cooperation programme

The year-end commitments stood at EUR 7.86 million or 99.57% of the initial EUR 7.9 million programme (95.3% of the EUR 8.2 million available appropriation at year end).



In terms of payment appropriations under the grant & procurement programme, EUR 6.0 million was paid out of the EUR 7.3 million available (82%). Under the Grants, 89% of the payment appropriations were consumed; 80% under procurement.



Detailed budget figures

Budget Line	Commitment Appropriation (1)	Executed Commitment (2)	%Committed (2)/(1)	Payment Appropriation (3)	Executed Payment (4)	% Paid (4)/(3)	RAL (2)-(4)	
1100	Basic salary	20,431,883	20,429,383	99.99%	20,431,883	20,429,383	99.99%	0
1101	Family allowance	2,247,625	2,247,525	100.00%	2,247,625	2,247,525	100.00%	0
1102	Transfer and expatriation allowance	2,524,315	2,524,015	99.99%	2,524,315	2,524,015	99.99%	0
1103	Secretarial allowance	9,782	9,782	100.00%	9,782	9,782	100.00%	0
1113	Stagiaires	133,601	133,601	100.00%	133,601	132,701	99.33%	900
1115	Contract staff	3,870,424	3,870,424	100.00%	3,870,424	3,870,424	100.00%	0
1130	Insurance against sickness	703,844	703,844	100.00%	703,844	703,844	100.00%	0
1131	Insurance against accidents and occupational disease	146,306	146,306	100.00%	146,306	146,306	100.00%	0
1132	Unemployment insurance for temporary staff	254,788	254,788	100.00%	254,788	254,788	100.00%	0
1140	Birth and death allowance	3,966	3,966	100.00%	3,966	3,966	100.00%	0
1141	Annual leave travelling expenses	474,409	474,409	100.00%	474,409	474,409	100.00%	0
1147	Call on duties	22,151	22,151	100.00%	22,151	22,151	100.00%	0
1171	Translation centre Luxembourg (administrative matters)	144,296	144,296	100.00%	144,296	141,852	98.31%	2,444
1172	Payment for administrative assistance from the Community institutions	219,700	219,700	100.00%	219,700	218,184	99.31%	1,516
1175	Interim services	762,631	762,631	100.00%	762,631	699,646	91.74%	62,986
1176	Consultancy	6,430	6,430	100.00%	6,430	4,600	71.54%	1,830
1177	Other services	708,957	708,957	100.00%	708,957	122,262	17.25%	586,695
1180	Miscellaneous expenditure on recruitment	123,685	123,685	100.00%	123,685	105,534	85.32%	18,151
1181	Travel expenses (including for members of the family)	18,271	18,271	100.00%	18,271	18,271	100.00%	0
1182	Installation, resettlement and transfer allowances	159,715	159,715	100.00%	159,715	159,715	100.00%	0
1183	Removal expenses	134,718	134,718	100.00%	134,718	73,982	54.92%	60,737
1184	Temporary daily subsistence allowance	98,296	98,296	100.00%	98,296	98,296	100.00%	0
1190	WEIGHTINGS	2,341,282	2,340,882	99.98%	2,341,282	2,340,882	99.98%	0
	Chapter 11	35,541,075	35,537,775	99.99%	35,541,075	34,802,517	97.92%	735,258
1300	Mission and travel expenses	178,000	178,000	100.00%	178,000	146,856	82.50%	31,144
1301	Shuttles for missions and duty	55,000	55,000	100.00%	55,000	40,944	74.44%	14,056
	Chapter 13	233,000	233,000	100.00%	233,000	187,800	80.60%	45,200
1400	Restaurants, meals and canteens	33,386	33,386	100.00%	33,386	31,286	93.71%	2,100
1410	Medical service	149,236	149,236	100.00%	149,236	84,402	56.56%	64,834
1420	Further training, language courses and retraining for staff	629,402	629,402	100.00%	629,402	368,265	58.51%	261,137
	Chapter 14	812,024	812,024	100.00%	812,024	483,953	59.60%	328,071
1520	Visiting experts, National Experts on Detachement	792,934	792,934	100.00%	792,934	755,685	95.30%	37,249
	Chapter 15	792,934	792,934	100.00%	792,934	755,685	95.30%	37,249

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1600	Special assistance grants	0	0,00	0.00%	0	0	0.00%	0,00
1610	Social contacts between staff	74,435	74,435	100.00%	74,435	51,723	69.49%	22,711
1620	Other interventions	55,000	55,000	100.00%	55,000	15,565	28.30%	39,435
1630	Early childhood centres and other crèches	39,400	39,400	100.00%	39,400	33,927	86.11%	5,473
1640	Complementary aid for the handicapped	0	0,00	0.00%	0	0	0.00%	0,00
Chapter 16		168,835	168,835	100.00%	168,835	101,215	59.95%	67,620
1700	Reception and entertainment expenses	25,584	25,584	100.00%	25,584	18,858	73.71%	6,726
Chapter 17		25,584	25,584	100.00%	25,584	18,858	73.71%	6,726
Title 1		37,573,452	37,570,152	99.99%	37,573,452	36,350,027	96.74%	1,220,125
2000	Rent	2,631,446	2,631,445	100.00%	2,631,446	2,460,413	93.50%	171,032
2010	Insurance	31,050	31,050	100.00%	31,050	31,050	100.00%	0
2020	Water, gas, electricity and heating	564,744	564,743	100.00%	564,744	411,741	72.91%	153,002
2030	Maintenance	116,730	116,730	100.00%	116,730	2,082	1.78%	114,648
2031	Cleaning	257,000	257,000	100.00%	257,000	233,380	90.81%	23,620
2040	Refurbishment of premises/ Fitting out	95,000	95,000	100.00%	95,000	90,734	95.51%	4,266
2050	Security and surveillance of buildings	810,000	810,000	100.00%	810,000	657,473	81.17%	152,527
2080	preliminary to construction, acquisition or rental of immovable property	797,093	796,723	99.95%	797,093	541,153	67.89%	255,570
2090	Other expenditure on buildings	89,207	89,207	100.00%	89,207	82,845	92.87%	6,362
Chapter 20		5,392,270	5,391,898	99.99%	5,392,270	4,510,870	83.65%	881,028
2100	Purchase/ Maintenance of equipment	901,996	901,996	100.00%	901,996	205,294	22.76%	696,703
2101	Purchase / maintenance of software	833,824	833,824	100.00%	833,824	477,240	57.24%	356,584
2103	Software development	2,055,995	2,055,995	100.00%	2,055,995	429,621	20.90%	1,626,374
2104	User Support	790,320	790,320	100.00%	790,320	493,334	62.42%	296,987
Chapter 21		4,582,135	4,582,134	100.00%	4,582,135	1,605,488	35.04%	2,976,647
2200	Technical equipment and installations	269,194	269,194	100.00%	269,194	73,104	27.16%	196,090
2201	Hire or leasing of technical equipment and installations	99,692	99,692	100.00%	99,692	40,884	41.01%	58,808
2202	Maintenance and repair of technical equipment and installations	3,292	3,292	100.00%	3,292	1,281	38.91%	2,011
2210	Purchase of furniture	21,189	21,189	100.00%	21,189	21,189	100.00%	0
2231	Hire or leasing of vehicles	0	0,00	0.00%	0	0	0.00%	0,00
2250	Library stocks, purchase and preservation of books	7,090	7,090	100.00%	7,090	7,090	100.00%	0
2251	Special library, documentation and reproduction equipment	1,755	1,755	100.00%	1,755	1,755	100.00%	0
2255	Subscriptions and purchase of information media	19,985	19,985	100.00%	19,985	6,382	31.93%	13,604
Chapter 22		422,198	422,197	100.00%	422,198	151,685	35.93%	270,512
300	Stationery and office supplies	156,000	156,000	100.00%	156,000	133,460	85.55%	22,540
2320	Bank charges	1,000	1,000	100.00%	1,000	329	32.95%	671
2330	Legal expenses	86,776	86,776	100.00%	86,776	57,487	66.25%	29,289
2340	Damages	0	0,00	0.00%	0	0	0.00%	0,00

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2350	Miscellaneous insurance	23,450	23,450	100.00%	23,450	2,338	9.97%	21,112
2353	Removals and associated handling	16,000	16,000	100.00%	16,000	14,302	89.39%	1,698
2390	Publications	5,837	5,837	100.00%	5,837	4,937	84.58%	900
Chapter 23		289,062	289,062	100.00%	289,062	212,853	73.64%	76,209
2400	Postal charges	40,000	40,000	100.00%	40,000	36,295	90.74%	3,705
2410	Telecommunications subscriptions and charges	345,242	345,242	100.00%	345,242	270,570	78.37%	74,672
2411	Purchase and installation of equipment	203,258	203,258	100.00%	203,258	106,818	52.55%	96,439
Chapter 24		588,500	588,499	100.00%	588,500	413,683	70.29%	174,816
2500	Management Board meetings	263,853	263,853	100.00%	263,853	176,367	66.84%	87,487
Chapter 25		263,853	263,853	100.00%	263,853	176,367	66.84%	87,487
Title 2		11,538,018	11,537,644	100.00%	11,538,018	7,070,946	61.28%	4,466,698
3000	ANS: Scientific co-operation with external experts	545,000	522,778	95.92%	266,350	241,374	90.62%	
3002	ANS: Travel/subsistence and indemnities expenses for members of the Panel and its Working Groups	488,009	472,179	96.76%	488,009	458,925	94.04%	13,255
3010	CEF: Scientific co-operation with external experts	420,000	404,126	96.22%	431,570	417,490	96.74%	
3012	CEF: Travel/subsistence and indemnities expenses for members of the Panel and its Working Groups	601,000	572,825	95.31%	601,000	530,751	88.31%	42,074
3020	FEEDAP: Scientific co-operation with external experts	40,000	0	0.00%	54,284	54,284	100.00%	
3021	FEEDAP: Subventions for studies and evaluations	0	0	0.00%	76,232	76,231	100.00%	
3022	FEEDAP: Travel/subsistence and indemnities expenses for members of the Panel and its working Groups	765,000	746,986	97.65%	765,000	718,562	93.93%	28,424
3030	PLH: Scientific co-operation with external experts	250,000	250,000	100.00%	185,000	185,000	100.00%	
3031	PLH: Subventions for studies and evaluations	378,000	304,132	80.46%	98,000	91,240	93.10%	
3032	PLH: Travel/subsistence and indemnities expenses for members of the Panel and its Working Groups	435,000	398,346	91.57%	435,000	366,312	84.21%	32,033
3040	PPR: Scientific co-operation with external experts	775,000	752,116	97.05%	746,950	440,614	58.99%	
3041	PPR: Subventions for studies and evaluations	0	0,00	0.00%	25,000	22,436	89.74%	
3042	PPR: Travel/subsistence and indemnities expenses for members of the Panel and its Working Group	504,000	467,287	92.72%	504,000	463,282	91.92%	4,005
3050	GMO: Scientific co-operation with external experts	320,000	279,410	87.32%	355,000	352,670	99.34%	
3051	GMO: Subventions for studies and evaluations	0	0,00	0.00%	0	0	0.00%	
3052	GMO: Travel/subsistence and indemnities expenses for members of the Panel and its working Groups	965,000	938,553	97.26%	965,000	899,538	93.22%	39,015
3060	NDA: Scientific co-operation with external experts	252,000	245,946	97.60%	132,000	68,055	51.56%	
3062	NDA: Travel / subsistence and indemnities expenses for members of the Panel and its Working Groups	661,000	640,975	96.97%	661,000	509,250	77.04%	131,724
3070	BIOHAZ: Scientific co-operation with external experts	129,800	117,450	90.49%	369,800	354,423	95.84%	
3071	BIOHAZ: Subventions for studies and evaluations	0	0,00	0.00%	200	0	0.00%	

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3072	BIOHAZ: Travel / subsistence and indemnities expenses for the members of the Panel and its Working Groups	896,040	883,121	98.56%	896,040	866,005	96.65%	17,116
3080	CONTAM: Scientific co-operation with external experts	20,000	19,640	98.20%	40,000	28,584	71.46%	
3081	CONTAM: Subventions for studies and evaluations	221,160	221,156	100.00%	256,160	253,183	98.84%	
3082	CONTAM: Travel / subsistence and indemnities expenses for members of the Panel and its Working Groups	520,500	512,778	98.52%	520,500	433,744	83.33%	79,034
3090	AHAW: Scientific co-operation with external experts	433,500	430,721	99.36%	219,577	149,145	67.92%	
3091	AHAW: Subventions for studies	300,000	300,000	100.00%	390,256	361,852	92.72%	
3092	AHAW: Travel / subsistence and indemnities expenses for members of the Panel and its Working Groups	777,000	772,058	99.36%	777,000	764,496	98.39%	7,562
Chapter 30		10,697,009	10,252,582	95.85%	10,258,928	9,107,445	88.78%	394,242
3100	SCO: Scientific co-operation with external experts	770,000	732,739	95.16%	772,000	696,394	90.21%	
3102	SCO: Travel / subsistence and indemnities expenses	63,000	59,025	93.69%	63,000	58,543	92.93%	482
3110	DATEX: Scientific cooperation with external experts	600,000	585,805	97.63%	725,160	350,472	48.33%	
3111	DATEX: Subventions for studies and evaluations	1,135,000	1,057,237	93.15%	777,436	628,174	80.80%	
3112	DATEX: Travel/subsistence and indemnities expenses	260,000	231,915	89.20%	260,000	227,145	87.36%	4,770
3120	Emerging risks: Scientific co-operation with external experts	90,000	89,700	99.67%	88,000	47,332	53.79%	
3121	Emerging Risks: Subventions for studies and evaluations	0	0,00	0.00%	55,000	50,000	90.91%	
3122	Emerging risks: Travel/subsistence and indemnities expenses	78,320	56,542	72.19%	78,320	54,451	69.52%	2,091
3130	AMU: Scientific co-operation with external experts	205,000	204,344	99.68%	235,000	190,040	80.87%	
3131	AMU: Subventions for studies and evaluations	225,000	225,000	100.00%	115,000	111,956	97.35%	
3132	AMU: Travel / Subsistence and indemnities expenses	153,000	152,557	99.71%	153,000	152,557	99.71%	0
3140	PRAPeR: Scientific cooperation with external experts	5,000	4,900	98.00%	5,000	0	0.00%	
3142	PRAPeR: travel/subsistence and indemnities expenses for the members of the Expert Group and its Working groups	403,500	386,497	95.79%	403,500	386,497	95.79%	0
3143	MRL: Scientific Cooperation with external experts	372,000	358,450	96.36%	151,000	102,640	67.97%	
3145	MRL: travel/subsistence and indemnities expenses for members of the Expert Group and its Working Groups	69,000	61,055	88.49%	69,000	60,370	87.49%	686
3150	Zoonoses: Scientific cooperation with external experts	760,000	738,204	97.13%	627,000	626,815	99.97%	
3151	Zoonoses: subventions for studies and evaluations	0	0,00	0.00%	49,998	41,841	83.69%	
3152	Zoonoses: travel/subsistence and indemnities expenses for members of the Task Force and its Working Groups	328,000	303,839	92.63%	328,000	280,328	85.47%	23,511
Chapter 31		5,516,820	5,247,809	95.12%	4,955,414	4,065,555	82.04%	31,540
3200	Advisory Forum Plenary	213,000	204,305	95.92%	213,000	154,836	72.69%	49,469
3201	Advisory Forum WG COM	100,000	86,289	86.29%	100,000	54,527	54.53%	31,763
3202	Advisory Forum WG IT	0,00	0	0.00%	0,00	0	0.00%	0

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3203	Advisory Forum horizontal WG	16,000	15,823	98.90%	16,000	15,823	98.90%	0
3204	Advisory Group on Risk Communication (AGRC)	16,000	13,621	85.13%	16,000	13,621	85.13%	0
3210	SC: cooperation with external experts	0	0	0.00%	65,967	65,966	100.00%	
3211	SC: subventions for studies and evaluations	0	0	0.00%	0	0	0.00%	
3212	SC: travel/subsistence and indemnities expenses for members of the Scientific Committee and its Working Groups	687,000	616,784	89.78%	687,000	531,533	77.37%	85,251
Chapter 32		1,032,000	936,824	90.78%	1,097,967	836,307	76.17%	166,483
3300	Stakeholder relations	51,000	39,221	76.90%	51,000	23,540	46.16%	15,682
3301	Crisis support	23,100	2,713	11.74%	23,100	2,713	11.74%	0
3302	International & Institutional Liaison	29,900	26,512	88.67%	29,900	24,982	83.55%	1,530
3310	Pre-Accession	0,00	0	0.00%	0,00	0	0.00%	0
3320	Strategy & Prospective	119,000	118,620	99.68%	119,000	42,816	35.98%	75,804
Chapter 33		223,000	187,066	83.89%	223,000	94,051	42.18%	93,016
3400	Communication Activities	20,500	15,874	77.43%	20,500	14,789	72.14%	1,085
3410	Web Development	70,000	69,634	99.48%	70,000	0	0.00%	69,634
3411	Web-streaming (all)	310,000	300,237	96.85%	310,000	188,882	60.93%	111,355
3420	Corporate, Public & Scientific Conferences & Events	765,000	748,375	97.83%	765,000	391,755	51.21%	356,620
3421	Press/Media Conferences & Events	5,000	1,889	37.78%	5,000	1,635	32.70%	254
3430	Publications	503,000	498,407	99.09%	503,000	267,828	53.25%	230,580
3440	Publicity/Marketing Material	85,000	82,723	97.32%	85,000	81,973	96.44%	750
3450	Evaluation	38,500	31,043	80.63%	38,500	26,193	68.03%	4,850
3451	Media Monitoring	256,000	252,060	98.46%	256,000	16,000	6.25%	236,060
3460	Communication Support Activities	3,000	0	0.00%	3,000	0	0.00%	0
Chapter 34		2,056,000	2,000,242	97.29%	2,056,000	989,053	48.11%	1,011,189
3501	IT Data Collection	1,414,615	1,414,375	99.98%	1,414,615	623,951	44.11%	790,423
3502	Networking of organization	305,400	305,280	99.96%	305,400	32,400	10.61%	272,880
3503	Dedicated IT systems to support the operations	1,690,090	1,689,701	99.98%	1,690,090	136,682	8.09%	1,553,019
3512	Library: access to databases / documents	204,500	202,250	98.90%	204,500	195,145	95.43%	7,105
3513	Mission of staff related to operational duties	1,213,500	1,213,500	100.00%	1,213,500	1,104,911	91.05%	108,589
3514	Shuttles	849,177	849,177	100.00%	849,177	713,671	84.04%	135,506
3515	Archives and scanning	59,339	59,339	100.00%	59,339	6,410	10.80%	52,929
3520	Translation	342,200	342,172	99.99%	342,200	290,386	84.86%	51,786
3521	Interpretation	0	0	0.00%	0	0	0.00%	0
Chapter 35		6,078,821	6,075,793	99.95%	6,078,821	3,103,557	51.06%	2,972,236
Title 3		25,603,650	24,700,316	96.47%	24,670,130	18,195,968	73.76%	6,504,348
GRAND TOTAL		74,715,120	73,808,112	98.79%	73,781,600	61,616,941	83.51%	12,191,171

Annex 2: Outcomes of support activities 2010

Subject	Deliverable	Performance Indicator	Achieved 2010
Administration Directorate overall			
EFSA New Seat programme	Define a plan for the activities related to the acceptance of and move to the EFSA new Seat building incorporating the input of EFSA staff	Deliver plan for activities, resource requirements, risk communication and schedule by June 2010 Provide a first draft of the migration plan by end 2010	All the activities for the setup and migration to the EFSA new seat have been identified since June 2010. The status of the activities is constantly updated and progress is reported to management on a monthly basis.
Business Continuity Plan	Validate and update the EFSA Business Continuity Plan Implement a disaster recovery temporary site for core IT systems	Perform one table-top exercise and one walk-through of the Business Continuity plan Set up a temporary alternative site by the end of 2010	Both testing exercises were conducted with pilot users one in June and the other in October. The disaster recovery site was established in August and all critical systems installed by December 2010. Testing and deployment will take place in 2011.
Security policy implementation	Define an organisation-wide Security Policy Put in place the first set of second level policies for the implementation of the Security Policy	Adopt a Security Policy and organise its implementation by mid-2010 Draft the first set of second level policies by the end of 2010	The Security Policy was adopted in June and the Security Committee met in September. The ICT Assets user policy was adopted in June and the Asset and Classification policy proposed for adoption in December.
Information management and document management plan	Elaborate a plan for the implementation of an information and document management and archiving policy	Organise the processes to define the policies for information management, document management and archiving by the end of 2010	The Document Management Policy was adopted in October.
Efficiency programme	Coordinate a cross-functional group to analyse the planning and budgeting of EFSA with a view to improving organisational efficiency	Identify proposals for further action in first quarter of 2010	

Accounts			
Execution of payments and collection of revenue	Efficient execution of payments	Payment delays less than 3.2 days	Average execution time for payments was <3 days
Establishment of EFSA accounts	EFSA annual financial accounts report	Publication of EFSA final accounts in the Official Journal	Publication of EFSA final accounts
Liaison with Court of Auditors (CoA)	Accounts prepared in accordance with the Financial Regulation and Commission accounting rules	CoA findings free of material misstatement Positive statement of assurance on EFSA annual accounts	Declaration of Assurance of the Court of Auditors states that the annual accounts are in all material aspects legal and regular
ABAC implementation	Successful implementation of ABAC	Successful implementation	The start-up phase as started and migration is foreseen to September 2011
Finance			
Budget Management and ABB (activity-based budgeting)	Make budget resources available to conduct the planned activities Monitor and report on the relationship between the financial resources employed and the results achieved (efficiency) Monitor the budget, its financial execution & forecast and report to Management	Budget execution rate >97% Transfers to/from chapters <5% of budget Carry-forward <20% of budget	Budget execution rate: 99% Transfer from/to Titles and chapters: 4.7% Carry-forward: 16%
Finance Management	Implement changes in the Financial Regulation and related guides or procedures and train the staff Verify the adequacy of the financial resources used to conduct an activity within the principles of economy	Payments processed before the Regulation deadlines Financial verifications implemented within the Internal rules	Average invoice payment time: 16 days (vs. 30 days in Financial Reg). Interest on late payment : €242 Financial verification: 2.6 days average versus 5 days in internal rules
	Monitor and report on invoice payments in compliance with the Financial Regulation and best practises	Regular financial training	Training and info-sessions were provided in addition to the weekly Finance Newsweek communication channel

Grant & Procurement	Provide support and guidelines to the organisation with regards to regulation and financial aspects of procurement and grants	Timely launch of tenders and calls, according to programme schedule	Some delays in scientific cooperation programme leading to a significant number of commitments at year-end
	Set up, monitor and launch the procurement and grants programme	Critical audit findings < 5	No critical audit observations
	Disseminate knowledge and best practice through training and streamlining of procedures	Establish improved reporting and management tools	Reporting for all phases of procurement or grant project are readily available from the Grant & Procurement management tool
Workflow Management	Implement the migration to the ABAC financial system and provide ongoing training on the financial tools	Successful migration to ABAC financial system	The start-up phase was initiated and migration is scheduled for September 2011
	Develop further the automation tools to streamline the financial, mission and order workflows	Integration of flight order into mission workflow	Related to the development of the Meeting Organisation system (MOS)
	Improve the management of the centralised budget lines in order to enhance support to the organisation and generate efficiency gains	Automatic upload of mission payments into financial system Centralisation of meeting organisation and processing	Postponed to 2011 along with the migration on ABAC Development of MOS (phase 1) was completed and test phase started
Human Resources			
Budget and staff resources	Analyse, monitor and report on Human Resources budget allocation, including workload/workforce relationships and planning of resource allocation in line with EFSA's objectives and priorities	Budget execution rate >97% Establishment plan: number of staff in post	Budget execution rate 99% 454 of 460 total positions occupied or offered, representing 99% occupancy
	Ensure timely and accurate payment of all salaries, entitlements and other allowances for all staff, provide staff with clear and comprehensive information, and advise staff on their statutory rights		Salaries timely executed. Intranet portal introduced including pages with information on individual rights and entitlements.
	Monitor the Human Resources budget, its financial execution & forecast, and report to Management		Biweekly and monthly reporting to management on budget, execution and forecast.

Administration	Record and report on working hours and flexi time and keep track of absences	Average number of extra working hours accumulated per month	In average 11 extra working hours accumulated per month per staff member
		Average number of flexi hours taken by month	In average 5 flexi hours taken per month per staff member
		Number of days lost due to illness > 10	In average 0.6 sickness leave days per month (6.8 days per year)
Recruitment	Execute annual recruitment planning as well as the additional filling of posts due to internal and external turnover	Limit vacant posts to 3% of Establishment Plan	Recruitment plan executed 100%. Vacancy rate at 1% of Establishment Plan.
		Average recruitment time from vacancy to offer of 4 months	Average selection procedure duration from publication of vacancy to offer achieved at 4 months
Training and Development	Set priorities for training, in line with the development of the Authority	8 training days per staff member per year	On average 7.5 training days per staff member
	Develop specific training schemes to develop the scientific, administrative, managerial and relational skills and competences of staff	Number of staff receiving training: total staff	93% of staff attended a training activity in 2010
	Develop training and development programmes to enhance teamwork and team spirit within the organisation		All units except five have organised a team building away day during 2010
Performance and competence management	Review the performance evaluation (CDAC) and reclassification processes, in order to enhance coherence, equality and understanding across the organisation and provide the necessary support and guidelines to staff and management	Staff evaluation completed on time: total staff to evaluate Staff with job descriptions: total staff	314 performance evaluation (CDAC) reports of staff were finalised for the 2009 appraisal exercise, 99% of total to be received (318 reports)

	Set up, monitor and launch the processes for promotion of Officials and reclassification of Contract Agents	Probationary period reports received on time: total probationary period reports	98% of staff have a job description 95% of probationary reports received on time
	Develop and implement a proper competence management system	User satisfaction evaluation	
Internal Communication	Enhance internal communication within the organisation, through the use of appropriate tools, such as a portal, decentralised task forces and other internal communication actions	Staff satisfaction and motivation expressed in staff survey	Dedicated workshops were organised to analyse the results of the staff survey, and specific action plans drawn up per Directorate and organisation-wide
	Implementation of ICN (Internal Communications Network) best practice	Number of hits on internal communication portal	For ensuring timely updating of the Intranet Portal, a decentralized system of content providers was set up, following dedicated training sessions.
	Efficient and transparent management of the portal		
Staff wellbeing	Continue to promote staff wellbeing based on actions derived from the 2009 staff survey.	Staff turnover <10%	Staff turnover 2010 equals 6%
	Facilitate regular dialogue between EFSA Management and Staff Committee	Regular meetings with Staff Committee	Every 6 weeks
IT and Operations (ITOP)			
Provide and maintain IT tools to support to provision of scientific opinions and advice and risk assessment approaches	Application maintenance of existing IT tools (declarations of interest, scientific extranet, risk assessment workflows)	Completion of relevant projects and products	Maintenance activities for 3 custom developed products have generated around 35 new versions.
	Development of new IT Tools		The Declaration of Interest IT Tool has been enhanced with 10 new functionalities. The Risk Assessment Workflow IT Tool has been enhanced with 9 new functionalities.

<p>Provide and maintain IT tools to support the evaluation of products, substances and claims subject to authorisation</p>	<p>Application maintenance of existing IT tools</p> <p>Development of new IT tools (electronic submissions)</p>	<p>Completion of relevant projects and products</p>	<p>A new IT Tool to manage the FEEDAP workflow within the Risk Assessment Workflow Tool was delivered.</p>
<p>Provide and maintain IT tools to support data collection, scientific cooperation and networking</p>	<p>Application maintenance of existing IT tools (Zoonoses Community Report, pesticide residues data collection, food consumption database, expert database, <i>EFSA Journal</i>)</p> <p>Development of new IT tools (Data Warehouse)</p>	<p>Completion of relevant projects and products</p>	<p>Maintenance activities for 8 custom developed products have generated around 20 new versions.</p> <p>Completed support for new Zoonoses Community Report.</p> <p>Completed support for new Pesticide Residues Community Report.</p> <p>The Expert Database has been enhanced with 2 new functionalities.</p> <p>The EFSA Journal has been enhanced with 3 new functionalities</p>
<p>Provide and maintain IT tools to support communication and dialogue</p>	<p>Application maintenance of existing IT tools (EFSA website)</p> <p>Development of new IT tools (advanced functionalities of EFSA website)</p>	<p>Completion of relevant projects and products</p>	<p>EFSA Website and EFSA Journal merged and new functionalities added, with 11 new versions in total.</p> <p>A benchmark for the evaluation of Search Engine for the EFSA website has been completed.</p>
<p>Provide and maintain IT tools to support streamlining and cost reduction of EFSA Administrative Processes</p>	<p>Application maintenance of existing IT tools (financial workflows, human resources workflows, intranet portal)</p> <p>Development of new IT tools (information management tool, cost of question tool)</p>	<p>Completion of relevant projects and products</p>	<p>Maintenance activities for 15 custom developed products have generated around 55 new versions.</p> <p>The financial workflows have been enhanced with 4 new functionalities.</p> <p>The human resources workflows have been enhanced with 3 new functionalities.</p> <p>The Intranet Portal has been enhanced with 2 new functionalities.</p>

Provide IT governance, unit management and support IT acquisitions and administration	IT governance, unit management, process optimisation and business alignment	Ensure strategic alignment with Management and ITOP strategic plan	An IT strategy was submitted and approved by management in February 2010 and an IT Governance process with all Directors proposed and put in place (5 meetings took place in 2010).
	Manage IT acquisition, contract administration and project financial monitoring in line with EFSA/European Commission (EC) procurement regulations	Ensure regulatory compliance with applicable EC regulations for procurement	A total of 459 commitments processed (+27%), 5 open calls for tenders launched and 4 evaluated in 2010 all in compliance with EC procurement regulations.
Building services	Follow up the New Seat construction	Ensure alignment of construction to initial requirements	An overall technical assessment has been completed by an external party and the status as built is under constant monitoring.
	Maintain EFSA's current premises	Staff satisfaction survey related to buildings	Staff satisfaction for building services has been monitored constantly through service desk provisioning on all 635 tickets of 2010.
General services	Management of office furniture	Error-free quarterly inventory checks	Four inventories executed in 2010. No errors were found.
	Ensure optimum use of space and equipment allocated to EFSA	Office spaces for all staff and customer satisfaction assessment	Additional offices spaces (DUS C) have been refurbished and over 117 relocations executed over the year. A total of 2200 tickets were handled by General Services.
	Implement the archiving policy adopted in 2009	Archive documentation in line with policy	Archiving implemented with policy with 96% of satisfied or very satisfied respondents in December survey.
	Reception and internal mail services	Provide support to all requests and assess customer satisfaction	Reception services obtained 99% of satisfied or very satisfied respondents.
	Internal events organisation	Provide support to all requests and assess customer satisfaction	Internal events obtained 99% of satisfied or very satisfied of respondents.

Health Safety & Security	Compliance with EC standards on the working environment: health, safety and security	Compliance with EC standards on Health Safety and Security	A new Health and Safety policy approved and implemented. A Health and Safety Manual was drafted and a new RSPP nominated. EFSA fully complies with EC standards on the working environment, health and safety and security.
IT services (infrastructure and support)	Manage IT operations and equipment	Number of video- audio- and web-conferences supported	A total of 368 audio/web and 32 videoconferences were supported (+179% from 2009).
	Manage IT services provision	Number of requests to the Service Desk	Over 16,000 tickets for service requests and incidents have been handled with 37% less incidents reported.
		Results of inventory testing	Four inventories executed in 2010. Only one IT asset was misplaced. All IT assets have been declared to be correctly registered
Legal support			
Legal and regulatory advice	Maintain current knowledge and awareness of all legislation relevant to EFSA	Avoid inconsistencies in EFSA's application of the regulatory framework	Identification of risks of non-compliance and inconsistencies.
	Maintain uniform application and interpretation of relevant legislation	Feedback from Units on responsiveness	48 h responsiveness to units.
	Provide input for the Legislator when relevant	Increased awareness and compliance with internal rules	Regular appearance at Science Management Meetings on regulatory aspects
	Development of internal rules		
Identify legal risk	Mitigate the risk of litigation and if necessary provide appropriate defence	Positive outcome of court cases for EFSA Provide defence documents	All procedures concluded with a positive outcome for EFSA. All defence documents filed.
Stakeholder engagement	Review membership of the Stakeholder Consultative Platform	Deliver reviewed membership list to Management Board	EFSA Management Board adopted the new terms of reference at its meeting of 17 June.
	Review stakeholder consultation processes	Organise at least 3 meetings of the Stakeholder Platform	Meetings held on 13 April, 22 June and 9 December. About 10 technical meetings organised.

Data Protection			
Notifications to DPO by data controllers on processing operations under their supervision involving personal data	All 'ex post' notifications on existing processing operations in EFSA completed	Feedback from data subjects and the European Data Protection Supervisor (EDPS)	Although full compliance has not been reached, compliance progressed on essential issues e.g. video surveillance, training policy, public consultations, Scientific Panel selection
Establishment of a register of personal data processing operations at EFSA	Register available for in-house consultation (eventually it should also be available online, probably after 2010)	Feedback from data subjects and the European Data Protection Supervisor (EDPS)	Register of personal data processing operations available on the EFSA intranet portal
Advice and awareness raising on data protection with data controllers	Timely responses provided to data controllers	Awareness level and sensitivity to data protection within EFSA	Regular communication, awareness raising and advice in interaction with data controllers at unit level and with EFSA and staff in general
Maintain contacts with the EDPS – European Data Protection Supervisor	Enhanced collaboration	Feedback from EDPS	The DPO ensures due and timely follow-up on EDPS queries and communications.

Audit			
Programming and planning	<p>Risk assessment at least once every 3 years; Design and implementation of the annual work programme;</p> <p>Approve the internal audit work-plan and monitor the audit cycle</p> <p>Facilitate EFSA's high level risk assessment and follow-up actions</p>	<p>Proportion of audit reports in the audit work plan that are reviewed by the Audit Committee</p>	<p>Audit risk assessment endorsed by the Audit Committee as per 16/12/2009.</p> <p>Audit work plan endorsed by the Audit Committee as per 17/03/2010.</p> <p>High level risk assessment presented to senior management on 02/10/2010</p>
Perform internal audit assignments	<p>Carry out independent audit assessments; Advise EFSA on dealing with risks, by issuing independent opinions and recommendations</p> <p>Take responsibility for the management of the Internal Control Standards as a temporary assignment</p>	<p>Proportion of recommendations on which actions have been implemented for the IAS, CoA or EFSA Internal Audit</p>	<p>70% of initial audit work plan reviewed by the Audit Committee during 2010.</p> <p>30% of the initial work plan was postponed in agreement with the Audit Committee due to a re-prioritization of the audit activities in 2010.</p>
Follow-up of audits	<p>Take decisions at the appropriate level of Management on the internal audit recommendations; Assist in the design and implementation of action plans as a result of those recommendations; Follow up and report at each Management Board meeting on implementation</p>	<p>Proportion of recommendations closed for the IAS, CoA or EFSA Internal Audit</p>	<p>77 % of the recommendations issued before 2010 are closed.</p> <p>17 new recommendations were issued during 2010 by the IAS and the EFSA IAC.</p> <p>None of the open recommendations are classified as critical.</p>
Liaison	<p>Act as contact point with DG-SANCO; Communicate to the IAS and the CoA all the compulsory information in a timely manner; Act as contact point between EFSA and OLAF (European Anti-Fraud Office)</p>		<p>100% of the information provided to the IAS, CoA and EP within the legal deadlines</p>

Annex 3: Establishment Plan 2010

HR - Recruitment Execution Report

Staff Categories	End 2009	Target 2010	Total Contracted and Offered
Temporary Agents and Officials			
Executives, Managers & Officers (AD)	183	203	200
Assistants functions (AST)	143	152	145
Total	326	355	345
Contract Agents			
Officers functions (CA FG IV)	34	40	41
Assistants functions (CA FG I, II, III)	35	45	54
Total	69	85	95
Seconded National Experts	12	20	14
Total all staff categories	407	460	454

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Total all staff categories	407	460	454

Annex 4: Declaration of assurance

I, the undersigned,

Executive Director of EFSA

In my capacity as authorising officer,

- Declare that the information contained in this report gives a true and fair view.
- State that I have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of legality, regularity and sound financial management, and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions.
This reasonable assurance is based on my own judgement and on the information at my disposal, such as the results of the work of the internal audit capability, the observations of the Internal Audit Service and the lessons learnt from the reports of the Court of Auditors for the years prior to the year of this declaration.
- Confirm that I am not aware of anything not reported here which could harm the interests of the Authority, with the exception of the probable delay in the delivery and availability of the final seat of EFSA. That delay may have indirect financial repercussions insofar as it would require EFSA to allocate more financial resources than anticipated for the payment of rents in the coming years.

Catherine Geslain-Lanéelle,
Executive Director

Annex 5: Report on the Implementation of the Internal Control Standards 2010

The evaluation of Internal Control Standards performed at December 2010 has provided EFSA management with reasonable assurance on the level of implementation of Internal Control Standards. The evolution of the overall level of implementation increased from 60% in 2009 to 75% in 2010. However, the evaluation has highlighted three areas which require particular attention and follow up in 2011:

- ICS 11 - Document management
- ICS 12 - Information and communication
- ICS 15 - Assessment of Internal Control Systems

The state of play of the 16 internal control standards at December 2010 is as follows:

Standard	Actions foreseen in 2010	Status	Actions carried over to 2011 / new actions
1- Mission	EFSA will initiate a process to ensure that the work plans of all units and individuals across the organisation are consistent with the corporate mission.	Partially implemented	Complete the alignment process to the corporate mission.
2 – Ethical and organisational values	Integration of different related procedures and rules in a concise and user-friendly code of ethics / rules of procedures. Definition of communication channels for ethical matters will be included.	Implemented	
3 – Staff allocation and Mobility	Revision of staff job description to ensure consistency with mission statements.	Implemented	
4 - Staff evaluation and development	1) Harmonise the content of the CDAC. 2) Closely monitor any delays in the CDAC exercise. 3) Reinforce the transparency and documentation of the promotion exercise. 4) Implement a new IT system to manage training.	Implemented	1) Obtain the Article 110 clearance from DG HR regarding the performance evaluation policy and implementation. 2) Deploy the new HR database. 3) Conclude the electronic workflow for the CDAC exercise

5 – Objectives and performance indicators	Actions to address significant risks will be included in the Annual Management Plan.	Implemented	Introduce a customized balanced scorecard (BSC) to better measure the performance of individual business functions.
6 – Risk management process	An overall risk management policy will be formalised in 2010.	Partially implemented	The overall risk management policy will be formally adopted in first semester of 2011.
7 – Operational structure	<p>1) Allocate appropriate resources to the Internal Control Coordinator function.</p> <p>2) Review the sensitivity of posts annually in connection with the CDAC exercise.</p> <p>3) Identify mitigating factors to reduce risks linked to sensitive functions.</p>	Partially implemented	<p>1) Allocate appropriate resources to the Internal Control Coordinator function.</p> <p>2) Review the sensitivity of posts annually in connection with the CDAC exercise.</p>
8 – Processes and procedures	See action foreseen in ICS 6 above.	Partially implemented	Ensure that all EFSA current procedures include formal accountability recognition and time line information.
9 - Management supervision	<p>1) Set up a register recording IC weaknesses</p> <p>2) Complete a review of internal control including a survey to identify weaknesses in the system.</p> <p>3) See action foreseen in ICS 6 above.</p>	Partially implemented	<p>1) Appoint a person responsible with policy and set up a register recording IC weaknesses.</p> <p>2) Complete a review of internal control including a survey to identify weaknesses in the system.</p>
10 – Business continuity	<p>1) To mitigate this risk EFSA is finalising a Business Continuity Plan which will be validated and implemented in 2010.</p> <p>2) Revise / update the decision on the continuity of operations and communicate effectively to staff.</p>	Implemented	Ensure regular testing and updating of the EFSA Business Continuity Plan.

<p>11- Document management</p>	<p>1) This risk is being mitigated by the current development of a corporate document management and information security policy which will be implemented in 2010.</p> <p>2) Adopt a global policy on information security and ensure its implementation.</p> <p>3) Define and implement a training policy on information security issues</p>	<p>Initiated</p>	<p>1) Start implementation of Document Management Plan by implementing a common documentation registration process across the organisation;</p> <p>2) Continue implementation of Document Management Plan by implementing confidentiality classification across the organisation;</p> <p>3) Continue implementation of Document Management Plan by implementing a common filing scheme within the organisation;</p> <p>4) Define and implement a training policy on information security issues.</p>
<p>12 – Information and communication</p>	<p>1) Strive to consolidate planning tools to link communication activities with available resources.</p> <p>2) Complete the RAW project aimed at building a reliable information system to support communication activities.</p> <p>3) See action foreseen in ICS 2</p>	<p>Partially implemented</p>	<p>1) Implement multiyear planning capabilities in IT with closer alignment with business strategy.</p> <p>2) Develop an IT portfolio management tool and IT requirements management tool.</p> <p>3) Implement a data validation mechanism with aim to reliable reporting</p>
<p>13 – Accounting and financial reporting</p>	<p>1) Budget execution and financial reporting carried out by the finance unit on a monthly basis.</p> <p>2) A finance “news week” is available on the intranet reminding and informing staff on financial regulation issues.</p> <p>3) Accounting procedures are available on the intranet.</p>	<p>Implemented</p>	<p>Add a control to the EFSA’s financial workflow to ensure that the rejection of a transaction (commitment / payment) can be made only by the appropriate authorising officer.</p>

14 – Evaluation of activities	Development of a comprehensive evaluation plan of all important (material) projects and processes.	Partially implemented	Develop a comprehensive evaluation plan of all important (material) projects and processes in order to perform systematic evaluations.
15 – Assessment of Internal Control Systems	<p>1) Complete a review of the internal control including survey to identify weaknesses (ICAT survey).</p> <p>2) A formal Internal Control weakness register will be implemented in 2010</p> <p>3) See action 1 foreseen in ICS 7 above.</p>	Partially Implemented	<p>1) Complete a review of the internal control including survey to identify weaknesses (ICAT survey).</p> <p>2) A formal Internal Control weakness register will be implemented in 2011</p> <p>3) See action 1 foreseen in ICS 7 above.</p>
16 – Internal Audit Capability	Ensure that the IAC has adequate resources to perform the audit work plan.	Implemented	

Annex 6: List of negotiated procedures 2010

A total of 21 negotiated procedures (seven in 2009) are reported here for a total amount of €5.5 million (€1.2 million in 2009). The increase is due to the two negotiated procedures related to IT consultancy for an amount of €4.3 million which served to prolong the existing contracts pending finalisation of the new call for tender.

Negotiated procedures under Art. 126 a-g or Art 127 a-d of EU FR - to be presented in Annual report on negotiated procedures			
1	ELSAG-Datamat	IT Consultancy Assistance	€2,700,000
2	ELSAG-Datamat	Additional IT Consultancy	€1,600,000
3	IARC	Food consumption data collection methodology for the EU Menu Survey	€426,305
4	BT Enia Telecomunicazioni	Telephony and internet	€265,000
5	ART, CH	Faunistic baseline data on NTOs to support the environmental risk assessment of GM plants	€199,410
6	DTU, DK	Analysis of data on microbiological contaminants in food in EU in the years 2004-2009	€69,840
7	THOMSON (THP FSA.275)	Online subscriptions to e-databases	\$59,895
8	CILEA (THP FSA.5855)	Online subscriptions to e-journals (Taylor & Francis, Springer.Wiley-Blackwell collections)	€41,370
9	Danish Vet and Food Administration	Collection of summary data from the Danish risk assessment for food enzymes	€32,500
10	French Ministry of Agriculture	Collection of summary data from the French risk assessment for food enzymes	€32,500
11	CILEA (THP FSA.5855)	Online subscription to Elsevier e-journal collection	€31,300
12	American Chemical Society - Chemical Abstracts Srvce	Access to SciFinder Database	\$30,240
13	FPA Market and Management Advice	Presentations on results of target audience report	€16,200
14	CILEA (THP FSA.5855)	Online subscription to Nature e-journals	€14,597
15	Decernis	Access to Decernis Database	€12,500
16	De Visu Digital Document Design SPRL	Production of a Leaflet Presenting 2010 Outputs	€5,044
17	De Visu Digital Document Design SPRL	Publish & Print 4 Posters ISBGMO Conference	€3,384
18	Manutencoop	Maintenance of DUS C	€3,064
19	De Visu Digital Document Design SPRL	Production of EFSA Electronic Christmas Card	€2,657
20	De Visu Digital Document Design SPRL	Publish & Print 2 Posters for Rome Conference	€2,600
21	Elsevier NL	Publication of colour picture in the Food Research Int. Journal	€1,770
			€5,525,832

Glossary

ABAC – Accrual-based accounting
ABB – Activity-based budgeting
ABP – Animal by-products
AF – Advisory Forum
AFWGC – Advisory Forum Working Group on Communications
AGRC – Advisory Group on Risk Communication
AHAW Panel – Panel on animal health and welfare
AMR – Anti-microbial resistance
AMU – Assessment Methodology Unit
ANS – Panel on Food Additives and Nutrient Sources Added to Food
ARfD – Acute Reference Dose
BEUC – European Consumers Organisation
BIOHAZ Panel – Panel on biological hazards
BMD – Benchmark dose
BSE – Bovine spongiform encephalopathy
CDAC – Career Development and Appraisal
CEF – Panel on Contact Materials, Enzymes, Flavourings and Processing Aids
CoA – Court of Auditors
CONTAM Panel – Panel on contaminants in the food chain
COPHS - Chief Officers of Plant Health Services
CRL – Community Reference Laboratory
CVO – Chief Veterinary Officer
DATEX – Data Collection and Exposure Unit
DG ENV – Directorate General Environment
DG RDT – Directorate General Research and Technical Development
DG SANCO – Directorate General for Health and Consumers
DOI – Declaration of Interest
ECB – European Chemicals Bureau
ECDC – European Centre for Disease Prevention and Control
ECHA – European Chemical Agency
EDPS – European Data Protection Supervisor
EEA – European Environment Agency
EMCDDR – European Monitoring Centre for Drugs and Drug Addiction
EMA – European Medicines Agency
EmRisk – EFSA Emerging Risks Unit
END – Seconded National Expert
ENP – European Neighbourhood Policy
ENVI – The European Parliament Committee for Environment, Public Health and Food Safety
EP – European Parliament
ESCO – EFSA Scientific Cooperation projects
FAO – Food and Agriculture Organization
FAQ – Frequently asked questions
FDA – Food and Drug Administration (US)
FEEDAP Panel – Panel on Additives and Products or Substances Used in Animal Feed
GD – Guidance document
GMO Panel – Panel on Genetically Modified Organisms
IAC – Internal Audit Capability of EFSA
IAS – Internal Audit Service of the European Commission
INEX – Self, Internal and External Quality Review programme
JECFA – Joint FAO/WHO Expert Committee on Food Additives
JEMRA – Joint FAO/WHO Meetings on Microbiological Risk Assessment
JMPPR – Joint FAO/WHO Meetings on Pesticide Residues
JRC – Joint Research Centre of the European Commission
MRA – Microbiological Risk Assessment
MRL – Maximum residue Levels

MRSA – Meticillin-resistant *Staphylococcus aureus*
MS – EU Member States
NDA Panel – Panel on Dietetic Products, Nutrition and Allergies
NGO – Non-Governmental Organisation
OJ – Official Journal
PLH – Panel on Plant Health
PPR Panel – Panel on Plant Protection Products and Their Residues
PRA – Pest risk assessment
PRAPeR – Pesticides Risk Assessment Peer Review Unit
QMRA – Quantitative Microbiological Risk Assessment
QPS – Qualified Presumption of Safety
SC – Scientific Committee
SCA – EFSA Scientific Cooperation & Assistance Directorate
SCENIHR – Standing Committee on Emerging and Newly Identified Health Risks
SCO – EFSA Scientific Cooperation Unit
SOP – Standard operating procedure
TSE – Transmissible spongiform encephalopathy