COMMITTEE NAME: **Food Defense Committee**

DATE OF REPORT: ☐ *Initial fall progress report* ☒ *Spring progress report* ☐ *Second fall progress report*
 Date submitted: 3/21/2022   **Date amended (if applicable):** *Click here to enter a date.*   **Date accepted by Executive Board:** *Click here to enter a date.*

COMMITTEE ASSIGNMENT: ☐ *Council I*   ☒ *Council II*   ☐ *Council III*   ☐ *Executive Board*

REPORT SUBMITTED BY: Co-Chairs Albert Espinoza and Jennifer Bonsky

COMMITTEE CHARGE(S): *Reestablishment of a Food Defense Committee*

Issue # *2020 II-009*
 Food Defense Committee to evaluate ways to improve Food Defense awareness for both operators and regulators in food establishments. Charges for the committee are:

1. *Identify current food defense references to be included in Appendix 2, Section 4.*
2. *Recommend whether an additional knowledge area under 2-102.11(C) relating to Food Defense in food establishments is appropriate.*
3. *Report the committee's findings and recommendations back to the Conference at the next Biennial Meeting*
4. *The Committee would work closely with the FDA Food Defense and Emergency Coordination staff in CFSAN.*

COMMITTEE WORK PLAN AND TIMELINE:

Co-Chairs worked on Work Plan and Timeline in accordance with Charges during October 2021. Group will continue to meet every other week to work through our charges.

COMMITTEE ACTIVITIES:

1. *Dates of committee meetings or conference calls:*

   - Initial meeting in November 2021 after committee membership approval.

   - Routine meetings held on: 11/22/21, 12/06/21, 01/18/22, 1/31/22, 02/14/22, and 02/28/22 via Teams.

2. *Overview of committee activities:*

   - Co-Chairs met in September 2021 and drafted our proposed committee membership roster.

   - Finalized roster and reviewed charges

   - Double checked all the references for charge 1, proposed updated references for charge 1, opened to the group for review.

   - Reviewed section of the FC for charge 2, discussed other possible areas for inclusion, took a survey to conduct a straw vote, and discussed results.

   - FDA and USDA Consultants have been on the calls

3. *Charges* COMPLETED *and the rationale for each specific recommendation:*
   a.

4. *Status of charges still* PENDING *and activities yet to be completed:*
   a. Charges 1-4 are pending, being negotiated before a final vote.

   b. Charge 1-There is a proposed set of updated resources, just need to vote to finalize the updated Annex 2, Section 4.

   c. *Charge 2- A second survey with straw vote is in production to disseminate to voting members regarding Charge 2.*

5. **COMMITTEE REQUESTED ACTION FOR EXECUTIVE BOARD:**

☒ *Board Action is NOT required and therefore the report can be placed on the consent calendar for Board review and acceptance.*
☐ *Board Action is required for some provision(s) of this report and therefore a verbal report needs to be presented at the Board Meeting.*
1. Food Defense Committee Membership roster is updated to include alternate members requested by Co-Chairs to participate as voting members. Participants who have resigned from the committee are noted with a strikethrough.

2.

ATTACHMENTS:

1. *Content Documents:*

   a. *Committee Member Roster:* ☒ *See changes noted above under "requested action"*   ☐ *No changes to previously approved roster*
   "Committee Members Template" (Excel) available at: www.foodprotect.org/work/   Committee roster to be submitted as a PDF attachment to this report.

   b. *Committee Generated Content Documents (OPTIONAL):* ☒ *No draft content documents submitted at this time*

2. *Supporting Attachments (OPTIONAL):*   ☐ *Not applicable*

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