

## Scientific Panel on Biological Hazards

### Minutes of the 8<sup>th</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Web, 14 December 2016, 10-13h**

**(Agreed on 19 December 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana

Theo Varzakas

- **EFSA:**

BIOCONTAM Unit: Katleen Baert, Michaela Hempen, Valentina Rizzi,  
Yves Van der Stede

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. Apologies were received from Moez Sanaa.

#### **2. Adoption of agenda**

The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declarations of Interest and the Specific Declarations of Interest (SDoI) filled in by the working group members invited for the present meeting.

For further details on the outcome of the screening of the ADoI or the SDoI, please refer to the Annex. Oral Declaration of Interest was asked at the beginning of the meeting and no additional interest was declared.

### **4. Scientific topic(s) for discussion**

#### **4.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>3</sup>**

The WG discussed the contributions made to the document and discussed the next steps. An additional PRP on product information and consumer awareness was suggested which will be added to the draft opinion. Further editing of text and tables is needed to ensure consistency throughout the document. The draft opinion will be presented for adoption by the BIOHAZ Panel on 18/19 January 2017.

### **5. Next meeting**

This was the last WG meeting.

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

<sup>3</sup> <http://registerofquestions.efsa.europa.eu/roqFrontend/questionLoader?question=EFSA-Q-2015-00593>

## Annex

### **Interests and actions resulting from the screening of Annual Declarations of Interest (ADoI) or Specific Declarations of Interest (SDoI)**

**CONFLICT OF INTEREST WITH WAIVERS:** in the Annual DoI (ID=877808) Prof. Liesbeth Jacxsens declared the following interest: with reference to employment: *"From March 2016 on 50% in position at UGent Department of Food Safety and Food Quality under save activities as before (20% professor and 30% post doc) research in quality assurance and risk analysis (see above) 50% in position of PRIMORIS holding - Zwijnaarde Ghent, Belgium"*

In view of the unavailability of suitable alternative experts, of the importance of the expertise and knowledge held by Prof. Jacxsens and of the impossibility of inviting her as hearing expert due to her involvement in the drafting process, in accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>4</sup> and Article 16 of the Decision of the Executive Director on Declarations of Interest<sup>5</sup>, and taking into account the specific matters discussed at the meeting in question, a waiver was granted by the Head of Department of Risk Assessment and Scientific Activities. The concerned expert shall be allowed to take part in the discussions and in the drafting phase of the scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management. Pursuant to the same rule, he will not be allowed to chair the meetings or act as rapporteur to this output.

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<sup>4</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>5</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014>

## Scientific Panel on Biological Hazards

### Minutes of the 7<sup>th</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Web, 10 November 2016, 10-13h**

**(Agreed on 14 November 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana

Theo Varzakas

- **EFSA:**

BIOCONTAM Unit: Katleen Baert, Michaela Hempen, Yves Van der Stede

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. Apologies were received from Moez Sanaa.

#### **2. Adoption of agenda**

The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declarations of Interest and the Specific Declarations of Interest (SDoI) filled in by the working group members invited for the present meeting.

For further details on the outcome of the screening of the ADoI or the SDoI, please refer to the Annex. Oral Declaration of Interest was asked at the beginning of the meeting and no additional interest was declared.

### **4. Scientific topic(s) for discussion**

#### **4.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>3</sup>**

The WG discussed the contributions made to the document and discussed the next steps. Control measures have been identified for each processing step for the five small retail establishments for biological, chemical and physical hazards as well as allergens. Documentation and record keeping requirements for small retail establishments were discussed and need further elaboration. A new version will be presented to the BIOHAZ Panel on 30 November/1 December 2016.

### **5. Next meeting**

The next WG meeting is tentatively planned for week 50.

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

<sup>3</sup> <http://registerofquestions.efsa.europa.eu/roqFrontend/questionLoader?question=EFSA-Q-2015-00593>

## Annex

### **Interests and actions resulting from the screening of Annual Declarations of Interest (ADoI) or Specific Declarations of Interest (SDoI)**

**CONFLICT OF INTEREST WITH WAIVERS:** in the Annual DoI (ID=877808) Prof. Liesbeth Jacxsens declared the following interest: with reference to employment: *"From March 2016 on 50% in position at UGent Department of Food Safety and Food Quality under save activities as before (20% professor and 30% post doc) research in quality assurance and risk analysis (see above) 50% in position of PRIMORIS holding - Zwijnaarde Ghent, Belgium"*

In view of the unavailability of suitable alternative experts, of the importance of the expertise and knowledge held by Prof. Jacxsens and of the impossibility of inviting her as hearing expert due to her involvement in the drafting process, in accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>4</sup> and Article 16 of the Decision of the Executive Director on Declarations of Interest<sup>5</sup>, and taking into account the specific matters discussed at the meeting in question, a waiver was granted by the Head of Department of Risk Assessment and Scientific Activities. The concerned expert shall be allowed to take part in the discussions and in the drafting phase of the scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management. Pursuant to the same rule, he will not be allowed to chair the meetings or act as rapporteur to this output.

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<sup>4</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>5</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014>

## Scientific Panel on Biological Hazards

### Minutes of the 6<sup>th</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Web, 07 October 2016, 10-13h**

**(Agreed on 14 October 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana

Theo Varzakas

- **EFSA:**

BIOCONTAM Unit: Katleen Baert, Michaela Hempen, Valentina Rizzi,  
Yves van der Stede

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. Apologies were received from Kostas Koutsoumanis.

#### **2. Adoption of agenda**

The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declarations of Interest and the Specific Declarations of Interest (SDoI) filled in by the working group members invited for the present meeting.

For further details on the outcome of the screening of the ADoI or the SDoI, please refer to the Annex. Oral Declaration of Interest was asked at the beginning of the meeting and no additional interest was declared.

### **4. Scientific topic(s) for discussion**

#### **4.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>3</sup>**

The WG discussed the contributions made to the document and discussed the next steps. Groups of hazards have been identified for each processing step for the five small retail establishments and control options suggested. The document has progressed well and a new version will be presented to the BIOHAZ Panel on 19/20 October 2016.

### **5. Next meeting**

The next WG meeting will be held on 10<sup>th</sup> November 2016.

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

<sup>3</sup> <http://registerofquestions.efsa.europa.eu/roqFrontend/questionLoader?question=EFSA-Q-2015-00593>



## Annex

### **Interests and actions resulting from the screening of Annual Declarations of Interest (ADoI) or Specific Declarations of Interest (SDoI)**

**CONFLICT OF INTEREST WITH WAIVERS:** in the Annual DoI (ID=877808) Prof. Liesbeth Jacxsens declared the following interest: with reference to employment: *"From March 2016 on 50% in position at UGent Department of Food Safety and Food Quality under save activities as before (20% professor and 30% post doc) research in quality assurance and risk analysis (see above) 50% in position of PRIMORIS holding - Zwijnaarde Ghent, Belgium"*

In view of the unavailability of suitable alternative experts, of the importance of the expertise and knowledge held by Prof. Jacxsens and of the impossibility of inviting her as hearing expert due to her involvement in the drafting process, in accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>4</sup> and Article 16 of the Decision of the Executive Director on Declarations of Interest<sup>5</sup>, and taking into account the specific matters discussed at the meeting in question, a waiver was granted by the Head of Department of Risk Assessment and Scientific Activities. The concerned expert shall be allowed to take part in the discussions and in the drafting phase of the scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management. Pursuant to the same rule, he will not be allowed to chair the meetings or act as rapporteur to this output.

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<sup>4</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>5</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014>

## Scientific Panel on Biological Hazards

### Minutes of the 5<sup>th</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Held on 6 September 2016, Brussels**

**(Agreed on 20 September 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana

Theo Varzakas

- **European Commission:**

DG SANTE : Kris De Smet

- **EFSA:**

BIOCONTAM Unit: Katleen Baert, Michaela Hempen, Valentina Rizzi

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. Apologies were received from Lars Barregård and Theo Varzakas.

#### **2. Adoption of agenda**

The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declarations of Interest and the Specific Declarations of Interest (SDoI) filled in by the working group members invited for the present meeting.

For further details on the outcome of the screening of the ADoI or the SDoI, please refer to the Annex. Oral Declaration of Interest was asked at the beginning of the meeting and no additional interest was declared.

### **4. Scientific topic(s) for discussion**

#### **4.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>3</sup>**

The WG discussed the contributions made to the document and discussed the next steps. It was decided that the classical approach of hazard analysis and an alternative, simplified approach will be presented. Hazards will be grouped in categories and processing steps will be described in terms of their potential to increase or reduce risk. Tools to control these risks will be described as well. The discussion will be reported to the BIOHAZ Panel on 7/8 September 2016.

### **5. Next meeting**

The next WG meeting will be held on 7<sup>th</sup> October 2016.

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

<sup>3</sup> <http://registerofquestions.efsa.europa.eu/roqFrontend/questionLoader?question=EFSA-Q-2015-00593>

## Annex

### **Interests and actions resulting from the screening of Annual Declarations of Interest (ADoI) or Specific Declarations of Interest (SDoI)**

**CONFLICT OF INTEREST WITH WAIVERS:** in the Annual DoI (ID=877808) Prof. Liesbeth Jacxsens declared the following interest: with reference to employment: *"From March 2016 on 50% in position at UGent Department of Food Safety and Food Quality under save activities as before (20% professor and 30% post doc) research in quality assurance and risk analysis (see above) 50% in position of PRIMORIS holding - Zwijnaarde Ghent, Belgium"*

In view of the unavailability of suitable alternative experts, of the importance of the expertise and knowledge held by Prof. Jacxsens and of the impossibility of inviting her as hearing expert due to her involvement in the drafting process, in accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>4</sup> and Article 16 of the Decision of the Executive Director on Declarations of Interest<sup>5</sup>, and taking into account the specific matters discussed at the meeting in question, a waiver was granted by the Head of Department of Risk Assessment and Scientific Activities. The concerned expert shall be allowed to take part in the discussions and in the drafting phase of the scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management. Pursuant to the same rule, he will not be allowed to chair the meetings or act as rapporteur to this output.

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<sup>4</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>5</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014>

## Scientific Panel on Biological Hazards

### Minutes of the 4<sup>th</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Web, 29 June 2016, 10-13h**

**(Agreed on 4 July 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana

Theo Varzakas

- **European Commission:**

DG SANTE : Kris De Smet, Frans Verstraete

- **EFSA:**

BIOCONTAM Unit: Valentina Rizzi, Michaela Hempen, Yves Van der Stede

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. Apologies were received from Ana Allende and Moez Saana.

#### **2. Adoption of agenda**

The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declarations of Interest and the Specific Declarations of Interest (SDoI) filled in by the working group members invited for the present meeting.

For further details on the outcome of the screening of the ADoI or the SDoI, please refer to the Annex. Oral Declaration of Interest was asked at the beginning of the meeting and no additional interest was declared.

### **4. Scientific topic(s) for discussion**

#### **4.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>3</sup>**

The WG discussed the contributions to the draft opinion. The approach to hazard analysis as defined by CODEX and the application of a risk assessment product ranking approach to address TOR2 was discussed in detail. The WG concluded to maintain the strategy of using a product ranking approach and at the same time committed to keeping this approach simple enough to be useful for food business operators. Comments received from stakeholders through EC on the flow diagrams were discussed and concluded to be incorporated for the ice cream shop but not for bakery products. The discussion will be reported to the BIOHAZ Panel on 6/7 July 2016.

### **5. Next meeting**

The next WG meeting will be held on 6<sup>th</sup> September 2016.

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

<sup>3</sup> <http://registerofquestions.efsa.europa.eu/roqFrontend/questionLoader?question=EFSA-Q-2015-00593>

## Annex

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**CONFLICT OF INTEREST WITH WAIVERS:** in the Annual DoI (ID=877808) Prof. Liesbeth Jacxsens declared the following interest: with reference to employment: *"From March 2016 on 50% in position at UGent Department of Food Safety and Food Quality under save activities as before (20% professor and 30% post doc) research in quality assurance and risk analysis (see above) 50% in position of PRIMORIS holding - Zwijnaarde Ghent, Belgium"*

In view of the unavailability of suitable alternative experts, of the importance of the expertise and knowledge held by Prof. Jacxsens and of the impossibility of inviting her as hearing expert due to her involvement in the drafting process, in accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>4</sup> and Article 16 of the Decision of the Executive Director on Declarations of Interest<sup>5</sup>, and taking into account the specific matters discussed at the meeting in question, a waiver was granted by the Head of Department of Risk Assessment and Scientific Activities. The concerned expert shall be allowed to take part in the discussions and in the drafting phase of the scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management. Pursuant to the same rule, he will not be allowed to chair the meetings or act as rapporteur to this output.

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<sup>4</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>5</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014>

## Scientific Panel on Biological Hazards

### Minutes of the 3<sup>rd</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Held on 26 April 2016, Parma**

**(Agreed on 04 May 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård (via Web)

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana (via Web)

Theo Varzakas

- **European Commission:**

Kris De Smet, Frans Verstraete (DG SANTE)

- **EFSA:**

BIOCONTAM Unit: Katleen Baert, Valentina Rizzi, Michaela Hemen, Yves Van der Stede

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. Apologies were received from Kris De Smet and Frans Verstraete.

#### **2. Adoption of agenda**



The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declarations of Interest and the Specific Declarations of Interest (SDoI) filled in by the working group members invited for the present meeting.

For further details on the outcome of the screening of the ADoI or the SDoI, please refer to the Annex. Oral Declaration of Interest was asked at the beginning of the meeting and no additional interest was declared.

### **4. Agreement of the minutes of the 2<sup>nd</sup> Working Group meeting held on 10 March 2016 by WEB-conference**

The minutes of the 2<sup>nd</sup> Working Group meeting were agreed by written procedure on 16 March 2016.<sup>3</sup>

### **5. Scientific topic(s) for discussion**

#### **5.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>4</sup>**

The WG discussed the draft opinion (version 9) and agreed upon the approach for the 5 working flow diagrams as well as the risk ranking approach for the products and processes (butcher shop, fishery shop, bakery, ice cream and grocery). The draft opinion will be presented on the BIOHAZ panel meeting on 27-28 April 2016. Tasks for fine-tuning the flow diagrams as well as the tables with products and processes for the five retail establishments and for hazard identification and ranking were assigned and will be discussed at the next meeting.

### **6. Next meeting**

The next WG meeting will be held on 29<sup>th</sup> June 2016 (Web).

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

<sup>3</sup> <http://www.efsa.europa.eu/sites/default/files/biohazhaccpwg.pdf>

<sup>4</sup> <http://registerofquestions.efsa.europa.eu/roqFrontend/questionLoader?question=EFSA-Q-2015-00593>

## Annex

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In view of the unavailability of suitable alternative experts, of the importance of the expertise and knowledge held by Prof. Jacxsens and of the impossibility of inviting her as hearing expert due to her involvement in the drafting process, in accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>5</sup> and Article 16 of the Decision of the Executive Director on Declarations of Interest<sup>6</sup>, and taking into account the specific matters discussed at the meeting in question, a waiver was granted by the Head of Department of Risk Assessment and Scientific Activities. The concerned expert shall be allowed to take part in the discussions and in the drafting phase of the scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management. Pursuant to the same rule, he will not be allowed to chair the meetings or act as rapporteur to this output.

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<sup>5</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>6</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014>

## Scientific Panel on Biological Hazards

### Minutes of the 2<sup>nd</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Web, 10 March 2016, 14-17h**

**(Agreed on 16 March 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana

Theo Varzakas

- **European Commission:**

DG SANTE : Kris De Smet, Frans Verstraete

- **EFSA:**

BIOCONTAM Unit: Katleen Baert, Valentina Rizzi, Michaela Hemen, Yves Van der Stede

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. Apologies were received from Moez Saana.

#### **2. Adoption of agenda**

The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declarations of Interest and the Specific Declarations of Interest (SDoI) filled in by the working group members invited for the present meeting.

For further details on the outcome of the screening of the ADoI or the SDoI, please refer to the Annex. Oral Declaration of Interest was asked at the beginning of the meeting and no additional interest was declared.

### **4. Scientific topic(s) for discussion**

#### **4.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>3</sup>**

The WG discussed and agreed on the approach to addressing the four terms of reference. The EC representatives confirmed the approach taken which will be presented to the BIOHAZ panel at the meeting on 16-17 March 2016. Tasks for developing flow diagrams for five retail establishments and for hazard identification and ranking were assigned and will be discussed at the next meeting.

### **5. Next meeting**

The next WG meeting will be held on 26<sup>th</sup> April 2016.

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencypolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

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## Annex

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In view of the unavailability of suitable alternative experts, of the importance of the expertise and knowledge held by Prof. Jacxsens and of the impossibility of inviting her as hearing expert due to her involvement in the drafting process, in accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>4</sup> and Article 16 of the Decision of the Executive Director on Declarations of Interest<sup>5</sup>, and taking into account the specific matters discussed at the meeting in question, a waiver was granted by the Head of Department of Risk Assessment and Scientific Activities. The concerned expert shall be allowed to take part in the discussions and in the drafting phase of the scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management. Pursuant to the same rule, he will not be allowed to chair the meetings or act as rapporteur to this output.

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<sup>4</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencepolicy.pdf>

<sup>5</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014>

## Scientific Panel on Biological Hazards

### Minutes of the 1<sup>st</sup> meeting of the Working Group on hazard analysis approaches for certain retail establishments in view of the application of their food safety management systems

**Parma, 21-22 January 2016**

**(Agreed on 29 January 2016)**

#### **Participants**

- **Working Group Members:**

Ana Allende

Lars Barregård

Declan Bolton

Liesbeth Jacxsens

Kostas Koutsoumanis

Moez Saana

Theo Varzakas

- **European Commission:**

Kris De Smet (DG SANTE)

Frans Verstraeten (DG SANTE, 21<sup>st</sup> of January)

- **EFSA:**

BIOCONTAM Unit: (Michaela Hempen, Valentina Rizzi, Yves Van der Stede)

#### **1. Welcome and apologies for absence**

The Chair welcomed the participants. No apologies were received.

#### **2. Adoption of agenda**

The agenda was adopted without changes.

### **3. Declarations of Interest of Working Groups members**

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes<sup>1</sup> and the Decision of the Executive Director on Declarations of Interest<sup>2</sup>, EFSA screened the Annual Declaration of Interest and the Specific Declaration of Interest filled in by the working group members invited for the present meeting. No Conflicts of Interest related to the issues discussed in this meeting have been identified during the screening process or at the Oral Declaration of Interest at the beginning of this meeting.

### **4. Scientific topic(s) for discussion**

#### **4.1. Scientific opinion on hazards analysis approaches for certain small retail establishments in view of the application of their food safety management<sup>3</sup>**

The WG discussed and agreed on the approach to addressing the four terms of reference. The EC representatives confirmed the approach taken which will be presented to the BIOHAZ panel at the meeting on 16-17 March 2016.

### **5. Next meeting**

The next WG meeting is planned as a webmeeting on 10<sup>th</sup> of March 2016.

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<sup>1</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencypolicy.pdf>

<sup>2</sup> <http://www.efsa.europa.eu/en/keydocs/docs/independencerules2014.pdf>

<sup>3</sup> <http://registerofquestions.efsa.europa.eu/roqFrontend/questionLoader?question=EFSA-Q-2015-00593>