
Assessment and Methodological Support Unit

**MINUTES OF THE 11TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
5TH NOVEMBER 2014
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 18 NOV 2014)**

Participants

WG Experts: Joe Perry (JP)

EFSA: Saghir Bashir (SB), Laura Martino (LM)

1. Welcome and apologies for absence

The Chair welcomed the participants.

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODOI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. A draft presentation for the Scientific Plenary was shared. The WG discussed and finalised the presentation. The WG discussed possible issues that could in the Scientific Committee Plenary arise and how to address them.

5. Next meeting dates

This was final meeting of the Statistical Reporting WG.

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

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

Assessment and Methodological Support Unit

**MINUTES OF THE 10TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
22ND OCTOBER 2014
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 18 NOV 2014)**

Participants

WG Experts: Jean-Louis Bresson (JLB), Mikolaj Antoni Gralak (MiG), Matthias Greiner (MaG),

EFSA: Saghir Bashir (SB), Laura Martino (LM)

1. Welcome and apologies for absence

The Chair welcomed the participants.

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (DoIs)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODOI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft public consultation document was made. The WG discussed and finalised the guidance document taking into the consideration comments from the public consultation. Modifications to the text were proposed and discussed. The WG agreed that the Guidance and the public consultations report was ready to be presented to the Scientific Committee for endorsement. The Chair (SB) thanked the WG members for their hard work and contributions to the mandate.

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

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

5. Next meeting dates

Next working group meeting is planned to take place on 5th November 2014 with Joe Perry to prepare for the Scientific Committee plenary.

Assessment and Methodological Support Unit

**MINUTES OF THE 9TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
14TH OCTOBER 2014
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 18 NOV 2014)**

Participants

WG Experts: Jean-Louis Bresson (JLB), Matthias Greiner (MaG), Hans-Hermann Thulke (HHT)

EFSA: Saghir Bashir (SB), Laura Martino (LM)

1. Welcome and apologies for absence

The Chair welcomed the participants.

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (DoIs)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODOI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft public consultation document was made. The WG discussed the guidance document taking into the consideration comments from the public consultation. Modifications to the text were proposed and discussed. Tasks were distributed to address the issues discussed during the meeting.

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

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

5. Next meeting dates

Next working group meeting is planned to take place on 22nd October 2014.

Assessment and Methodological Support Unit

**MINUTES OF THE 8TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
7TH OCTOBER 2014
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 18 NOV 2014)**

Participants

WG Experts: Mikolaj Antoni Gralak (MiG), Joe Perry (JP)

EFSA: Laura Martino (LM)

1. Welcome and apologies for absence

The Chair welcomed the participants.

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODOI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft public consultation document was made. The WG discussed the guidance document taking into the consideration comments from the public consultation. Modifications to the text were proposed and discussed. Tasks were distributed to address the issues discussed during the meeting.

5. Next meeting dates

Next working group meeting is planned to take place on 14th October 2014.

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

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

Assessment and Methodological Support Unit

**MINUTES OF THE 7TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
2ND OCTOBER 2014
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 18 NOV 2014)**

Participants

WG Experts:, Andy Hart (AH), Hans-Hermann Thulke (HHT), Matthias Greiner
EFSA: Saghir Bashir (SB) and Luca Pasinato (LP).

1. Welcome and apologies for absence

The Chair welcomed the participants.

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODOI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft public consultation document was made. The WG discussed the guidance document taking into the consideration comments from the public consultation. Modifications to the text were proposed and discussed. Tasks were distributed to address the issues discussed during the meeting.

5. Next meeting dates

Next working group meeting is planned to take place on 7th October 2014.

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

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

SCIENTIFIC ASSESSMENT SUPPORT UNIT

**MINUTES OF THE 6TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
25TH AND 26TH NOVEMBER 2013
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 28 APRIL 2014)**

Participants

WG Experts: Jean-Louis Bresson (JLB, 25th only), Mikolaj Antoni Gralak (MiG), Andy Hart (AH, 25th only), David Makowski (DM), Matthias Greiner (MaG, 25th only), Joe Perry (JP, 25th only), Hans-Hermann Thulke (HHT, 25th only)

EFSA: Saghir Bashir (SB), Andreia Carlos (AC) and Laura Martino (LM).

1. Welcome and apologies for absence

The Chair welcomed the participants. Apologies were received from Davide Acella (DA).

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODoI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of an almost final draft guidance document was made. The WG discussed the document and worked together to finalise the document. The WG agreed that the document was ready for presentation to the Scientific Committee for their endorsement for public consultation. Tasks were distributed to finalise the document as discussed during the meeting.

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

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

5. Next meeting dates

Next working group meeting is planned to take place after the public consultation (meeting will be in June or July 2014).

SCIENTIFIC ASSESSMENT SUPPORT UNIT

**MINUTES OF THE 5TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
6TH NOVEMBER 2013
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 28 APRIL 2014)**

Participants

WG Experts:, Andy Hart (AH), Matthias Greiner (MaG), Hans-Hermann Thulke (HHT)

EFSA: Saghir Bashir (SB), Andreia Carlos (AC) and Laura Martino (LM).

1. Welcome and apologies for absence

The Chair welcomed the participants.

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (DoIs)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODOI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft guidance document was made. The WG discussed the document taking into the consideration the feasibility of implementation and preparation for a presentation to the Scientific Committee. Modifications to the text were proposed and discussed. Tasks were distributed to address the issues discussed during the meeting.

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

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

5. Next meeting dates

Next working group meeting is planned to take place on 25th and 26th November 2013.

SCIENTIFIC ASSESSMENT SUPPORT UNIT

**MINUTES OF THE 4TH MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
26TH AND 27TH SEPTEMBER 2013
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 28 APRIL 2014)**

Participants

WG Experts:, Mikolaj Antoni Gralak (MiG),, Andy Hart (AH), , Joe Perry (JP, via web on 26th morning and 27th), Hans-Hermann Thulke (HHT)

EFSA: Davide Acella (partly) (DA), Saghir Bashir (SB), Andreia Carlos (AC) and Laura Martino (LM).

1. Welcome and apologies for absence

The Chair welcomed the participants. Apologies were received from Jean-Louis Bresson (JLB), Matthias Greiner (MaG) and David Makowski (DM).

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODoI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft guidance document with a refined contents was made. The WG discussed the document taking into the consideration the feasibility of implementation. Changes were suggested in preparation for a presentation for the Scientific Committee. Tasks were distributed to address the issues discussed during the meeting.

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

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

5. Next meeting dates

Next working group meeting is planned to take place on 6th November 2013.

SCIENTIFIC ASSESSMENT SUPPORT UNIT

**MINUTES OF THE 3RD MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
2ND AND 3RD JULY 2013
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 28 APRIL 2014)**

Participants

WG Experts:, Mikolaj Antoni Gralak (MiG), Matthias Greiner (MaG) (via web on 3rd July only), Andy Hart (AH), David Makowski (DM, 3rd July only), Hans-Hermann Thulke (HHT)

EFSA: Davide Acella (partly) (DA), Saghir Bashir (SB), Andreia Carlos (AC) and Laura Martino (LM).

1. Welcome and apologies for absence

The Chair welcomed the participants. Apologies were received from Jean-Louis Bresson (JLB) and Joe Perry (JP).

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODoI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft guidance document with a refined structure and contents was made. The WG discussed the document in the context of practical examples from their experiences and changes were suggested. Tasks were distributed to address the issues discussed during the meeting.

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

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

5. Next meeting dates

Next working group meeting is planned to take place on 26th and 27th September 2013.

SCIENTIFIC ASSESSMENT SUPPORT UNIT

**MINUTES OF THE 2ND MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
26TH AND 27TH APRIL 2013
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 28 APRIL 2014)**

Participants

WG Experts: Mikolaj Antoni Gralak (MiG), Matthias Greiner (MaG, 25th afternoon and 26th), Andy Hart (AH), David Makowski (DM), Joe Perry (JP, via web).

EFSA: Davide Acella (partly) (DA), Saghir Bashir (SB), Andreia Carlos (AC) and Laura Martino (LM).

1. Welcome and apologies for absence

The Chair welcomed the participants. Apologies were received from Jean-Louis Bresson (JLB) and Hans-Hermann Thulke (HHT).

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODoI) at the beginning of this meeting.

4. Discussion

The agenda was adopted. Presentation of a draft of guidance document structure was made. The WG discussed the document in the context of practical examples from their experiences and changes were suggested. Tasks were distributed to address the issues discussed during the meeting.

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

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

5. Next meeting dates

Next working group meeting is planned to take place on 2nd and 3rd July 2013.

SCIENTIFIC ASSESSMENT SUPPORT UNIT

**MINUTES OF THE 1ST MEETING OF THE WORKING GROUP ON
“EFSA GUIDANCE ON STATISTICAL REPORTING”
14TH AND 15TH FEBRUARY 2013
EFSA / SCIENTIFIC ASSESSMENT AND SUPPORT UNIT (SAS)
(AGREED BY THE WG ON 25 APR 2013)**

Participants

WG Experts: Jean-Louis Bresson (partly) (JLB), Mikolaj Gralak (MiG), Matthias Greiner (MaG), Andy Hart (AH), Joe Perry (partly)(JP), Hans-Hermann Thulke (HHT)

EFSA: Davide Acella (partly) (DA), Saghir Bashir (SB)

1. Welcome and apologies for absence

The Chair welcomed the participants. Apologies were received from David Makowski, Laura Martino and Andreia Carlos.

2. Adoption of agenda

The agenda was adopted without changes.

3. Declarations of interest

In accordance with EFSA's Policy on Independence and Scientific Decision-Making Processes regarding Declarations of Interests (Dols)¹ and the Decision of the Executive Director implementing this Policy², EFSA screened the Annual Declaration of interest (ADoI) and the Specific Declaration of interest (SDoI) filled in by the experts invited for the present meeting. No conflicts of interests related to the issues discussed in this meeting have been identified during the screening process or at in the Oral Declaration of interest (ODoI) at the beginning of this meeting.

4. Discussion

The participants introduced themselves. The agenda was adopted. A presentation on the terms of reference and the objectives of the mandate were presented. A presentation was also given on the Critical Appraisal Tools to assess individual studies. The working group had a preliminary discussion on the content and possible structure of the Guidance.

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

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

5. Next meeting dates

Next working group meeting is planned to take place on 25th-26th April 2013.
