



BETTER TRAINING FOR SAFER FOOD

## **INFORMATION FOR NATIONAL CONTACT POINTS**

Organisation and implementation of training activities on

### **Animal Nutrition**

under the "Better Training for Safer Food" initiative

**Contract 2016 96 04**





## Contents

- 1. BACKGROUND INFORMATION FOR THE PROJECT ..... 3
- 2. GENERAL INFORMATION..... 3
  - 2.1. Training topics ..... 3
    - Course 1: EU Legislation on Feed* ..... 3
    - Course 2: EU Feed Hygiene Rules and HACCP Auditing* ..... 3
  - 2.2. Training sessions calendar, training locations and deadlines for sending Training Application Forms (TAFs)  
4
- 3. SELECTION PROCESS ..... 4
  - 3.1. Seats allocation ..... 4
  - 3.2. Selection of participants..... 4
  - 3.3. Criteria for selection..... 4
  - 3.4. Participants' contribution..... 5
  - 3.5. Application procedure ..... 5
  - 3.6. Practical arrangements..... 6
- 4. CONTACTS ..... 6



## 1. Background Information for the project

Animal feed is one of the most important sectors of activity in agriculture. The EU has developed a wide range of measures aimed at ensuring feed safety at all stages that may have an impact on feed and food safety, including primary production. The emphasis falls on the protection of human and animal health, animal welfare and the environment.

The Consumers, Health, Agriculture and Food Executive Agency (CHAFEA) is organising, on behalf of the European Commission's Health and Food Safety Directorate-General (DG SANTE), **a cycle of 12 training sessions in the field of Animal Nutrition** within the Better Training for Safer Food initiative. It is expected to train 360 participants coming from EU Member States and selected non-EU countries during Phase 1 of the project (March 2017 – February 2019).

The aim of the training on Animal Nutrition is to spread knowledge and best practice in order to increase the level of expertise regarding feed safety issues at all stages of production, processing and distribution of feeding stuff, including the on-site inspection of feed business operators.

The 12 training sessions will be delivered under two courses:

- Course 1**      **EU Legislation on Feed (general)**
- Course 2**      **EU Feed Hygiene Rules and HACCP Auditing (more specialized)**

## 2. General information

### 2.1. Training topics

#### **Course 1: EU Legislation on Feed**

The course strives to provide knowledge and technical expertise in the field of EU legislation on feed, through coverage of the following topics:

- Topic 1: General overview
- Topic 2: Feed hygiene
- Topic 3: Feed ingredients & contamination
- Topic 4: Application in the feed industry - field visit
- Topic 5: Feed labeling
- Topic 6: Feed with specific purposes and borderline products
- Topic 7: Imports and official controls

#### **Course 2: EU Feed Hygiene Rules and HACCP Auditing**

The course strives to provide knowledge and technical expertise in the field of EU feed hygiene rules and HACCP auditing, through coverage of the following topics:

- Topic 1: Legal framework
- Topic 2: Official controls
- Topic 3: Feed safety management systems and HACCP implementation
- Topic 4: Application in the feed industry - field visit
- Topic 5: Microbiological risk and control



- Topic 6: The audit process

## 2.2. *Training sessions calendar, training locations and deadlines for sending Training Application Forms (TAFs)*

TS	Course	Start	End	Location	Provisional deadline for sending TAFs
TS01	C1 Feed Law	12/06/2017	16/06/2017	Warsaw, Poland	passed
TS02	C2 Feed Hygiene	05/09/2017	07/09/2017	Budapest, Hungary	31 July 2017
TS03	C1 Feed Law	30/10/2017	03/11/2017	Düsseldorf, Germany	16 September 2017
TS04	C2 Feed Hygiene	21/11/2017	23/11/2017	Porto, Portugal	13 October 2017
TS05	C1 Feed Law	11/12/2017	15/12/2017	Valencia, Spain	30 October 2017
TS06	C1 Feed Law	22/01/2018	26/01/2018	Valencia, Spain	8 December 2017
TS07	C2 Feed Hygiene	20/02/2018	22/02/2018	Amsterdam, Netherlands	12 January 2018
TS08	C2 Feed Hygiene	13/03/2018	15/03/2018	Porto, Portugal	31 January 2018
TS09	C1 Feed Law	23/04/2018	27/04/2018	Düsseldorf, Germany	9 March 2018
TS10	C2 Feed Hygiene	29/05/2018	31/05/2018	Budapest, Hungary	13 April 2018
TS11	C1 Feed Law	01/10/2018	05/10/2018	Warsaw, Poland	20 August 2018
TS12	C2 Feed Hygiene	20/11/2018	22/11/2018	Amsterdam, Netherlands	5 October 2018

## 3. *Selection process*

### 3.1. *Seats allocation*

The allocation of seats per course and per training session is annexed to this message.

### 3.2. *Selection of participants*

Candidates for both courses must be staff of competent authorities performing official control activities in the feed sector and having field inspection as part of their regular duties

### 3.3. *Criteria for selection*

- 1) All candidates must be staff of competent authorities performing official control activities in the feed sector and having field inspection as part of their regular duties;
- 2) All participants must commit themselves to disseminate the knowledge received during the seminar among stakeholders in their home institutions / countries;
- 3) As the seminar will be conducted in English, each nominated candidate must have a good (not basic) working level of English;



- 4) It would be advantageous for the nominated participants to have previously passed the BTSF e-learning module on Feed Law;
- 5) In case a candidate has attended BTSF training in feed law / feed hygiene previously, it is preferable that minimum 12 months will have elapsed between that attendance and participation in the current training project.

The above criteria are applicable for both courses. As Course 2 (EU Feed Hygiene Rules and HACCP Auditing) is more specific and requires technical knowledge, one more condition applies to the selection criteria for it:

- 6) **At least 1 year of experience** as competent authority staff involved in feed control is required **for participation in Course 2** – EU Feed Hygiene Rules and HACCP Auditing.

### 3.4. *Participants' contribution*

The attendance of each participant will entail completing three surveys. These have been designed and launched by the European Commission in strive for continuous monitoring and improvement of the quality and impact of the BTSF training activities:

- test of knowledge - at the beginning and at the end of each training session
- evaluation of the training session – at the end of each training session
- assessment of behavior and dissemination of results survey - two months after each training session.

### 3.5. *Application procedure*

The selection process is carried out jointly by the National Contact Point (NCP) of the beneficiary country and the Event Management Team (EMT).

Each country has a planned number of participants per training session. An Invitation to nominate participants for each particular Training Session will be sent to the relevant NCPs by the Event Management Team. A completed Training Application Form (TAF) for each nominated participant shall be forwarded by the NCP to the Event Management Team within the specified deadline.

In case an invited country is not able to identify a suitable candidate within the foreseen deadline, the NCP should communicate this to the Event Management Team immediately, in order for the latter to reallocate the seat to another country.

The NCPs who need to decline seats that have been allocated to their country as per the attached SAT will be requested to provide further details on the reasons for the decline.

*Tasks entrusted to the NCPs:*

- ✓ Per the SAT in annex, each NCP shall take note of the overall number of participants from the respective country planned to be trained throughout the project's duration;
- ✓ The NCPs shall distribute the information about the training courses in general, and about each training session in particular, to the relevant national institutions and government bodies, contacting the Event Management Team if further information is required to facilitate the nominations;
- ✓ The NCPs shall nominate participants in line with the above mentioned selection criteria, requesting each nominated participant to fill in the Training Application Form;
- ✓ The NCPs shall send the completed TAFs to the Event Management Team within the deadline specified in the respective Invitation, ensuring that all recommendations are being followed;



- ✓ In the case of a country's interest to nominate more candidates than the number foreseen in the SAT, the NCPs are encouraged to propose these candidates as reserves. The Event Management Team will activate the reserves whenever another invited country has not been able to nominate the planned number of participants for a particular training session within the set deadline. The NCP will be informed in the case of reserve(s) activation.

*Tasks carried out by the Event Management Team (EMT):*

- ✓ Two to three months before each training session, the EMT will send to the NCPs an Invitation containing all relevant information, including the number of country TAFs requested for the specific training session;
- ✓ Upon receipt of each TAF, the EMT will liaise with the nominated participant directly in order to proceed with all logistical arrangements.

### **3.6. Practical arrangements**

The European Commission will fund in full the visa, travel, accommodation, meals, and field visit costs for all training participants. No daily allowance will be paid on top of this. Any other costs are to be paid by participants themselves. Please refer to the Participant's Guide for further details.

## **4. Contacts**

NSF Euro Consultants ([www.nsf-ecg.com](http://www.nsf-ecg.com)) is implementing this training project as an external contractor to the European Commission.

For more information please feel free to contact the Project Manager (Ms Ogniana Glavoussanova-Mereteva) and the AN Event Management Team on the following e-mail address:

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