



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

Service Contract 2016 96 04

Phase 2





Table of contents

1. BACKGROUND INFORMATION FOR THE PROJECT.....	3
2. GENERAL INFORMATION.....	3
2.1. Training topics	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 2 of the project (September 2019 – December 2020).

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 specialised)**

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 visits
- 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 FL	30 Sept. 19	4 Oct. 19	Bologna, IT	26 Aug 2019
TS02	C2 FH	5 Nov. 19	7 Nov. 19	Prague, CZ	23 Sep 2019
TS03	C1 FL	2 Dec. 19	6 Dec. 19	Bologna, IT	21 Oct 2019
TS04	C2 FH	28 Jan. 20	30 Jan. 20	Porto, PT	16 Dec 2019
TS05	C1 FL	10 Feb. 20	14 Feb. 20	Valencia, ES	6 Jan 2020
TS06	C2 FH	10 March 20	12 March 20	Warsaw, PL	27 Jan 2020
TS07	C2 FH	12 May 20	14 May 20	Prague, CZ	30 Mar 2020
TS08	C1 FL	8 June 20	12 June 20	Bremen, DE	27 Apr 2020
TS09	C2 FH	15 Sept. 20	17 Sept. 20	Warsaw, PL	3 Aug 2020
TS10	C1 FL	12 Oct. 20	16 Oct. 20	Bremen, DE	31 Aug 2020
TS11	C1 FL	9 Nov. 20	13 Nov. 20	Valencia, ES	28 Sep 2020
TS12	C2 FH	15 Dec. 20	17 Dec. 20	Porto, PT	2 Nov 2020

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

The training project targets competent authority staff of the EU Member States and selected non – EU countries involved in official control activities in the field of animal nutrition.

3.3. Criteria for selection

To participate in the training, the nominees shall:

- be staff of competent authorities planning and performing official control activities in the feed sector;
- have the relevant educational background and professional experience (minimum 1 year to take part in Course 2);
- be in a position to train others following course attendance;



- have good working knowledge of English - to facilitate networking and communication, particularly during the working group sessions;
- be committed to knowledge dissemination after participation in the training.

Priority will be given to participants who also meet the following additional conditions:

- 1) Preferably, the candidates should have attended the BTSF e-learning module on Feed Law;
- 2) Candidates who have not attended the BTSF face-to-face training on Feed Law / Feed Hygiene so far will be preferred;
- 3) Preferably, candidates who have already attended a BTSF Animal Nutrition face-to-face training in 2017-2018 should not apply.

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 behaviour 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 communicated 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) is implementing this training project as an external contractor to the European Commission.

For more information please feel free to visit the following website: <http://btsf.euroconsultants.be/> or contact the Project Manager (Ms Ogniana Glavoussanova-Mereteva) and the AN Event Management Team on the following e-mail address:

E-mail: 2016.96.04@nsf-ecg.com