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the Better Training for Safer Food
Initiative of the European Union

BETTER TRAINING FOR SAFER FOOD

PROGRAMME 2014 - 2015

TRAINING COURSES ON RESIDUES OF VETERINARY MEDICINAL PRODUCTS IN FOOD OF ANIMAL ORIGIN

INFORMATION TO NATIONAL CONTACT POINTS

06 MARCH 2014

This training is financed by the European Commission and implemented by AETS, IZSVe and USKVBL

Aets apave

IZSVe Istituto Zooprofilattico Sperimentale delle Venezie

Ústav pro kontrolu veterinárních biopreparátů a léčiv Brno

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CONTENT

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1. GENERAL INFORMATION ON THE TRAINING

1.1. Objectives

This project intends to cover the controls on residues of veterinary medicinal products in food of animal origin. The training content will cover all the aspects of authorization, distribution and use of the VMPs, including the establishment of regulatory limits (MRL), the prohibition of use of certain substances and the design and implementation of the National Residues Control Plans.

The EU legislation regulating VMPs has been evolving a lot in the past years and due to new laboratory techniques and to the authorisation and use of new substances will continue to evolve in the next ones. In this context, the aim of this project is to train a high number of competent authorities' staff in order to further improve the understanding and the harmonisation of the implementation of EU legislation on the above mentioned subjects.

The targeted audience is official staff involved at any level in the sector of residues of veterinary medicinal products in food of animal origin.

Participants will be required to participate actively in the debriefing, discussions and group works. They will be required to prepare the courses by the revision of the EU Food Law in their sector and the realisation of some homework before.

1.2. Location of the courses 2014-2015

12 three days training sessions will be organised in four EU countries. The four locations are:

- Venice (Italy)
- Krakow (Poland)
- Madrid (Spain)
- Trim (Ireland)

1.3. Dates of sessions

The dates for the sessions in 2014, their characteristics as well as the corresponding datelines for applications are provided in the following table.

Datelines for applications are in general 5 weeks before the starting date of the corresponding session.

Training session	Dates	Location
Session 1	22-25 April 2014 **Deadline: 21 March**	Venice, Italy
Session 2	10-13 June 2014 **Deadline: 10 April**	Krakow, Poland
Session 3	1-4 July 2014	Madrid, Spain
Session 4	7-10 October 2014 **Deadline: 20 May**	Trimm, Ireland
Session 5	4-7 November 2014 **Deadline: 20 May**	Krakow,Poland
Session 6	2-5 December 2014 **Deadline: 20 May**	Venice, Italy

The dates of the training sessions scheduled in 2015 will be communicated in September 2014.

1.4. Project Management

Logistical arrangements will be handled by separate Event Managers, depending on the location of the training. All correspondence relevant to each training session should therefore be directed to the concerned Event Manager.

Location	Name of the responsible Event Manager	e-mail address and other contacts of the relevant Event manager
Venice, Italy	Mr. Pietro D'Elia	Tel: +33 (0)5 59 72 43 23
Krakow, Poland	Ms. Rita Ventura	Tel: +33 (0)5 59 72 43 23
Madrid, Spain	Mr. Pietro D'Elia	Tel: +33 (0)5 59 72 43 23
Trimm, Ireland	Ms. Niamh O'Brien	

The general management of the programme is ensured by the Project Manager Mr. Pietro D'Elia – pietro.delia@aets-consultants.com Tel: +33 (0)5 59 72 43 23

1.5. Support provided by the project

▪ Travel

For each supported participant, the project will reimburse (upon provision of an original receipt from a travel agency or airline company - electronic tickets will not be considered as original documents) or will provide a return flight ticket - in economy class - using the most direct route.

For participants from third countries, the project will also reimburse visa costs upon provision of the original receipts by the participants for the incurred expenses.

Upon arrival, transfer from the airport to the hotel will be arranged by the event manager, as well as the transfer from the training site to the airport on the last day of the training.

The project also provides health and repatriation insurance for all the trainees.

▪ Accommodation

The project will provide full-board accommodation for supported participants for the period of the training:

- on the first day of the training: lunch (depending on the arrival time), coffee break, dinner and room charge (single occupancy)
- on day 2 and 3 of the training: full board accommodation including breakfast, 2 coffee breaks, lunch, dinner and room charge (single occupancy)
- on the 4th day of the training: breakfast, coffee break and lunch (depending on the departure time).

▪ Training courses

The following costs related to the implementation of the training courses will be covered by the project:

- Access to fully equipped meeting rooms
- Stationary (notepad and pen),
- A folder including hand-outs of all the lectures,
- USB-pen containing all the training material in electronic version

1.6. Language of the training sessions

All the training sessions of 2014 will be in English and NCPs should ensure that the proposed participants will be able to understand and interact in that language. If a significant number of countries and participants will be interested in having a training session in a different language, AETS consortium will submit this request to the CHAFEA for approval and one of the 2015 sessions will be organised accordingly.

2. SELECTION PROCESS

2.1. Invited countries

The present training programme is open to EU Member States, EFTA-EEA countries, Candidate Countries and ENP countries. The expected attendance is **425 trainees** over the 12 months of project implementation.

The indicative number of attendees allowed per country is presented in **Annex 1** (List of invited countries). Some small changes could occur on the number of seats, following specific requests from the beneficiary countries or the European Commission.

2.2. Selection Criteria

The training programme is open to participants whose application was received from the BTSF National Contact Points of their country - through the selection process described hereunder.

The profiles of the applicants should respect at least one of the following criteria:

- Be officers from competent authorities designated to have competencies in the design and implementation of the National Residues Control Plans (in a wide sense)
- Official staff in charge of control of medicated feeding stuffs,
- Official staff in charge of sampling and analysis linked with the topic and possibly staff of official laboratories,
- Official staff in charge of control of VMPs at the stage of use (at farm).

Moreover all participants have to:

- Be in a position to disseminate the knowledge acquired during the training within the national competent authority and/or to private sector operators.
- Own proficiency in the language of the training

Priority will be given to the applications received before the deadlines, from the countries invited in the session. However to **ensure some flexibility in the application process and ensure that all the seats are filled, candidates from the reserve lists might be accepted in each session**.

The templates of documents to be submitted are attached in the e-mail message through which this document has been sent.

2.3. Process to be followed

The selection process is carried out jointly by the National Contact Point of the beneficiary country and the concerned Event Manager indicated in section 1.4 of this document.

▪ Tasks entrusted upon the NCP

The National Contact Points are basically requested to:

a) consider the number of participants to be supported by the project at each session, according to the information provided by the Project Manager

b) select participants complying with the above mentioned selection criteria and request them to return a registration form[1] fully completed, using the templates provided;

c) send the registration forms to the relevant Event Manager (EM) latest by the dates indicated for the relevant training and ensuring that the recommendations outlined in **Annex 3** are followed**.**

▪ Tasks entrusted upon the EM

The Event Manager will verify the compliance of proposed participants with the selection criteria on the basis of the information provided in the registration form and inform the NCP accordingly if the application can be accepted. It is therefore advisable to make sure that CVs accurately reflect the adequacy of the profile of the participants with the selection criteria.

[1] Registration forms must be returned with a clear indication of the session chosen by the participant, even for applications on the reserve list

3. ORGANISATION OF THE TRAINING

3.1. Programme of the courses

See complete program in **Annex 2**.

Day 1	Day 2	Day 3	Day 4
Opening and introduction to the EU legislation	Legal framework Practical experiences Exercises in working groups on case studies proposed by the tutors Presentation of the group works in plenary session and discussion	Legal framework Practical experiences Exercises in working groups on case studies proposed by the tutors Presentation of the group works in plenary session and discussion	Specific subjects covered by the training programme Question & Answer session on the overall training content Conclusion and departure

3.2. Deadlines for registration

All applicants should register using the Registration Form (see **Annex 3**) before the following deadlines:

Deadline Session 1	Deadline Session 2	Deadline Session 3
21 March 2014	**10 April 2014**	20 May 2014

Deadline Session 4	Deadline Session 5	Deadline Session 6
20 May 2014	20 May 2014	20 May 2014

All applications for this training must be sent to the correct Event Manager's e-mail address.

For any additional information, NCPs are invited to get in touch with the Event Managers in charge.

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ANNEX 1: LIST OF INVITED COUNTRIES PER SESSION

Organisation of Training Courses on Control on residues of Veterinary Medicinal Products in food of animal origin

Contract n° (EAHC) 2013 96 05

Allocation of Support to Beneficiary Countries - Number of supported participants per session

Sessions	2014 S.1 Venice	S.2 Krakow	S.3 Madrid	S.4 Trimm	S.5 Krakow	S.6 Venise	Total
Dates	22-25 April	10-13 June	1-4 July	7-10 October	4-7 November	2-5 December	
Deadlines for registration	**21 March 2014**	**5 May 2014**	**26 May 2014**	**1 September 2014**	**26 September 2014**	**24 October 2014**	project
Member States							
1 Austria	1		1	1	1		**7**
2 Belgium			2	1	1		**7**
3 Bulgaria	2	2	2	2	2	3	**24**
4 Croatia	2	1	1			2	**11**
5 Cyprus	1		1			1	**6**
6 Czech Republic	1	2	1	1	1		**11**
7 Denmark	1		2	1	2		**11**
8 Estonia		2		1	1	1	**9**
9 Finland		2	1	1	1	1	**11**
10 France	2	2	2	2	2	1	**24**
11 FYROM	1					1	**4**
12 Germany	2	3	2	2	2	1	**24**
13 Greece	2	1	1	1	1	2	**16**
14 Hungary	1	2	1			1	**11**
15 Iceland				2			**5**
16 Ireland	1	2		2	1		**11**
17 Italy	3	2		2	1	3	**24**
18 Latvia	1		1		2	1	**9**
19 Lithuania		2	1		2		**9**
20 Luxembourg				1			**2**
21 Malta	1		1			1	**7**
22 Montenegro	1		1				**4**
23 Netherlands	1	2			2	1	**11**
24 Poland	2	3	1	2	3	1	**24**
25 Portugal	1		2	1		2	**11**
26 Romania	2	2	2	2	2	2	**24**
27 Serbia			1			1	**4**
28 Slovakia				2	1	1	**9**
29 Slovenia	2				1	1	**9**
30 Spain	2	2	3	2	2	1	**24**
31 Sweden		2		1		1	**11**
32 Turkey			1			1	**5**
33 UK	2	1	2	3	2	2	**24**
TOTAL MS + CC	**35**	**35**	**33**	**33**	**33**	**33**	
EFTA and EEA Countries							
34 Norway	1		1		1		**6**
35 Liechtenstein						1	**1**
36 Switzerland			1	1			**3**
TOTAL EFTA & EEA	**1**	**0**	**2**	**1**	**1**	**1**	
ENP and other Third Countries				2	2	2	**12**
TOTAL THIRD COUNTRIES		**0**	**0**	**2**	**2**	**2**	
GRAND TOTAL	**36**	**35**	**35**	**36**	**36**	**36**	**425**

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ANNEX 2: PROGRAMME

General objectives of the training:

to inform regulatory and control authorities about the control of residues, mainly based on 96/23 directive and Regulation EC 882/2004. All the aspects of this control will be developed, as the “competent authority” definition, the sampling procedures (quantitative and qualitative), the need of official laboratories and for them the principle of accreditation; a specific care will be given to the choice of methods and the need of the use of validated methods fitting to the purpose of residue control and research of drugs misuse (as suggested in EC 2002/657).

General organization of the training program

- The training will be implemented over a period of 4 working days.
- A break of 20 minutes will be organized in the morning and in the afternoon each day.
- A lunch break will be offered from 12h00 to 13h30.
- A dinner will be organized each day.
- The trainees will be requested to arrive on Tuesday and to depart on the following Friday afternoon.

DAY 1			
Time		Title of the session	Training Objective / Subjects Covered
15h30	16h00	Introduction	To introduce the EAHC project "Residues of Veterinary Medicinal Products in food of animal origin" ▪ Delivery of training material, welcome address, presentation of the program, tutors and participants.
16h00	16h20	**1.0-LV** BTSF Programme	To present to participants the Better Training for Safer Food Program (Power point presentation + BTSF Introduction video)
16h20	16h50	**1.1-L** Introduction to EU legislation on Residues of Veterinary Medicinal Products in food of animal origin	Introduction to legislation on Residues of Veterinary Medicinal Products in food of animal origin (Regulations 470/2009 and 37/2010 and Directives 96/22/EC and 96/23/EC) FA
16H50	**17H10**	**COFFEE BREAK**	
17h10	17h50	**1.2-L** Toxicological basis of residue control	To present the toxicological evaluation of residues and contaminants, introduction to MRLs. FA
17h50	18h40	**1.3-L** EU legislation on authorization, marketing and distribution of VMPs	To present Directive 2001/82/EC defining the structure of the national control systems for authorization, distribution and use of VMPs. AB/JG
18h40	19h30	**1.4-L** EU legislation on the establishment of MRLs	EU Legislative framework for establishment of regulatory limits in foodstuffs of animal origin (Regulation 470/2009 and 37/2010) EC/LN

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DAY 2			
Time		Title of the session	Training Objective / Subjects Covered
08h45	9h30	**2.1-L** Conditions of use of the VMPs: normal use, cascade use, border use.	To present the EU legislation on the use of VMPs (Regulation EC 470/2009 and Directive 2001/82/EC). AB/JG
9h30	10h15	**2.2-L** VMPs in equidae	To present the use of VMPs in equidae (Regulation EC 1950/2006, Regulation EC 504/2008 and Decision 93/623/EC). AR/MC
10h15	10h30	Questions and Answers	
10H30	**10H50**	**COFFEE BREAK**	
10h50	11h30	**2.3-L** Medicated feeding stuffs **2.4-L** Antibiotics ban for growth promotion	Production and use of medicated feeding stuffs (Directive 90/167/EC) Prohibition of use of antibiotics for growth promotion (Regulation EC 1831/2003) AB/JG
11h30	12h20	**2.5-L** Organisation of official controls on veterinary medicinal products (Council Directive 96/23/EC and Regulation (EC) No 882/2004)	To present the organization of the official controls including sampling, carrying out follow-up investigations in the event of non-compliant results and how routine controls should be performed at the various stages in the distribution chain of veterinary medicinal products. National Residues Monitoring Plan for animals and animal products. EC/LN
12h20	12h30	Questions and Answers	
12H30	**14H00**	**LUNCH**	
14h00	15h30	Working groups **2.6-PS** Medicated feedingstuffs	Practical exercises in groups on case studies prepared by the tutors on "Non-conform results and cross contamination of Medicated Feedingstuffs". Each group of participants will choose a speaker to present the results of their work in plenary session AB/JG
15H30	**15H50**	**COFFEE BREAK**	
15h50	17h30	Working groups **2.7-PS** VMPs in Horses	Practical exercises in groups on case studies prepared by the tutors on "Illegal use of VMPs or identification problems in Equidae at slaughter". Each group of participants will choose a speaker to present the results of their work in plenary session AR/MC
18h00		Departure	Social Event

DAY 3			
Time		Title of the session	Training Objective / Subjects Covered
09h00	9h45	**3.1-L** EU legislation on the utilization of certain hormonal products	To present the consolidated version of the Directive 96/22/EC on the prohibition of use of certain (hormonal) substances. FA
9h45	10h30	**3.2-PS** National Residues Monitoring Plans: practical aspects	To present, through practical examples from different Member States, practical aspects related to residue monitoring from design of the plan till sampling and interpretation of the results All tutors
10h30	10h45	Questions and Answers	
10H45	**11H10**	**COFFEE BREAK**	
11h10	11h50	**3.3-L** Imports from Third Countries	To present the procedures for approval of Third Countries' residue monitoring plans and listing of Third Countries. FA/FVO
11h50	12h30	**3.4-L** MRLs for biocides and pesticides	To present the Regulation EC 396/2005 on MRLs for biocides and pesticides applicable to food of animal origin. AR/MC
12h30	12h40	Questions and Answers	
12H40	**14H00**	**LUNCH**	
14h00	15h30	Working groups **3.5-PS** PPP non-compliant results	Practical exercises in groups on case studies prepared by the tutors Each group of participants will choose a speaker to present the results of their work in plenary session AR/MC
15H30	**15H50**	**COFFEE BREAK**	
15h50	17h30	Working groups **3.6-PS** VMPs non-compliant residues survey	Practical exercises in groups on case studies prepared by the tutors Each group of participants will choose a speaker to present the results of their work in plenary session GB/MR

DAY 4			
Time		Title of the session	Training Objective / Subjects Covered
09h00	10h00	**4.1-L** Accreditation of residue monitoring laboratories (Directive 1998/179/EC)	To present the requirements for the accreditation of residue monitoring laboratories, according to Directive 1998/179/EC. GB/MR
10H00	**10H20**	**COFFEE BREAK**	
10h20	11h20	**4.2-L** Validation of analytical methods and interpretation of results (Directive 2002/657/EC)	To present the procedures for the validation of the analytical methods and the interpretation of the laboratory results (Directive 2002/657/EC). FA
11h20	11h40	Questions and Answers	
11h40	12h30	Closing of the Training	▪ Remarks by the trainees & reporting on previous topic discussions; ▪ Evaluation of the Training; ▪ Distribution of training certificates.
12H30		**LUNCH AND TRANSFER TO THE AIRPORT**	

ANNEX 3: REGISTRATION FORM (TEMPLATE IN ATTACHMENT)

REGISTRATION FORM
Veterinary Medicinal Products

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ONLY TYPED REGISTRATION FORMS WILL BE ACCEPTED
Participant information must be correct according to his/her passport
Any application will be subject to approval by the DG Health & Consumer of the EC.
Non-attendance or cancellations will be reported.

NATIONAL CONTACT POINT	Name
DATE OF PARTICIPATION	Session 1, Venice (Italy)/ 22-25 April 2014
APPLICATION ON THE RESERVE LIST	No

Mail to: pietro.delia@aets-consultants.com

1 INFORMATION ON THE PARTICIPANT		
1.1. Gender		Choose from the list.
1.2. Family name:		as it appears in the passport or ID
1.3. First names:		as it appears in the passport or ID
1.4. Date of birth:		as it appears in the passport or ID
1.5. Educational level		Choose from the list
1.6. Nationality:		Choose from the list
1.7. Passeport number		as it appears in the passport
1.8. Present position (job description)		
1.9. Organisation		
1.10. E-mail:		
1.11. Telephone (add international code):		
1.12. Mobile phone (add international code): (to contact trainees before/during travel in case of flight		
1.13. Fax (add international code):		
1.14. Address		
1.15. ZIP Code		
1.16. Town		
1.17. Country		Choose from the list
2 TRAVEL INFORMATION		
2.1. Travel Mode:		Choose from the list
2.2. Place of Departure (Airport/station) Please indicate the nearest International Airport or railway station		
2.3. I need an invitation letter from the organiser for visa application/internal clearance (If yes, fill in section 3)		Choose from the list
2.4. Specific Diet requirements (if any):		
3. INFORMATION ON THE AUTHORISING SUPERVISOR		
3.1. Gender		Choose from the list.
3.2. Family Name		
3.3. First/Given name		
3.4. Position		
3.5. Organisation		
1.9. Country of the organisation		Choose from the list
3.6. E-mail :		
3.7. Telephone (add international code):		
3.8. Fax (add international code):		
3.9. Address		
3.10. ZIP Code		
3.11. Town		
4. CURRICULUM VITAE		
4.1 Education		
1	Degree or Diploma Obtained:	Choose from the list.
	From…to…	
	Institution (name and country)	
2	Degree or Diploma Obtained:	Choose from the list.
	From…to…	
	Institution (name and country)	
3	Degree or Diploma Obtained:	Choose from the list.
	From…to…	
	Institution (name and country)	
4.2 Language skills (1=fluent; 2=working knowledge, 3=basic		
English	Reading	Choose from the list
	Speaking	Choose from the list
	Writing	Choose from the list
Other: ……	Reading	Choose from the list
	Speaking	Choose from the list
	Writing	Choose from the list
4.3. Years of experience in the field of work:		
4.4. Motivation for participation:		Type here
4.5. Professional Experience: (latest position occupied starting by the present one)		
1	From… to…	
	Institution or Company	
	Position	
	Description: Describe your main functions and responsibilities	

Recommendations on how to fill-in and submit documents:

- Participants should only select one session[2] on the registration form
- Use the following rules when giving a name for your registration document <Field_SessionNo_Country_Familyname.doc>, for example <VMP_Session2_Madrid_Smith.doc>.

In doing this, the participant confirms that he/she will definitely attend the identified session

- **The National Contact Point may then send it to** the relevant Event Manager, according to the venue of the training session to be attended.

Location	Name of the responsible Event Manager	e-mail address and other contacts of the relevant Event manager
Venice, Italy	Mr. Pietro D'Elia	Tel: +33 (0)5 59 72 43 23
Krakow, Poland	Ms. Rita Ventura	Tel: +33 (0)5 59 72 43 23
Madrid, Spain	Mr. Pietro D'Elia	Tel: +33 (0)5 59 72 43 23
Trimm, Ireland	Ms. Niamh O'Brien	

[2] For each session, each beneficiary country has been attributed a specific number of seats in order to maintain the balance between all Member States and third countries. The NCP are kindly requested to assist the managers of the programme by respecting the proposed allocations.