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|  | **EUROPEAN COMMISSION****CONSUMERS HEALTH AND FOOD EXECUTIVE AGENCY****Contract 2013 96 10**Organisation and implementation of training activities on strengthening Member States' response to Union audits under the Better Training for Safer Food initiative |

Invitation to attend BTSF training

Improving risk assessments and controls In primary production of food of non-animal origin

To be held at FVO, Grange, Ireland on 23 – 25 June 2014

Dear Participant

You are invited to attend the training course: ‘Improving risk assessments and controls In primary production of food of non-animal origin’ to be held at the European Commission Food and Veterinary Office (FVO), Grange, Dunsany, County Meath, Ireland on 23 – 25 June 2014.

**Overall objective and goals of BTSF training to strengthen Member States’ response to FVO audits**

Regulation (EC) No 882/2004 of the European Parliament and of the Council concerns official controls performed to ensure the verification of compliance with feed and food law, animal health and animal welfare rules.

Article 45 of the Regulation requires that Commission experts carry out general and specific audits in Member States. Their main purpose is to verify that official controls take place in Member States in accordance with multi-annual national control plans and in compliance with Community law.

Audits are carried out by the Food and Veterinary Office of the Directorate General for Health and Consumers (DG SANCO).

The **objective** of the training is to engage Member States in detailed discussion of the findings and conclusions of FVO audits.

The participants should have sufficient professional experience and responsibility to be in a position to pass on their training to others following the course.

The **goals** of the training are that participants and their respective Member States:

* take ownership of the findings and conclusions of audit overview reports and to use them to improve their official control activities;
* gain an understanding of good practices elsewhere in the EU and how they might be adopted in their own situation, possibly with modification to the specific structures and organisation of controls;
* discuss weaknesses and recurring problems with a view to identifying possible root causes and solutions to remedy or alleviate the problems.

The course is aimed at participants from Member States. The target audience is i) officials with managerial/control responsibility in the relevant sector and; ii) officials involved in training activities at national level. Please note that the course will be conducted in English and interpretation will not be available.

**Specific purpose of the event**

The specific purpose of this event is that Member States should be able to improve risk assessment and related controls on primary production of food of non-animal origin in order to reduce potential risks for consumers within 12 months.

It is intended that most participants will have attended the expert meeting in Brussels held on 5 May 2014, and will therefore be familiar with the subject.

One of the main aims is to support participants to disseminate the findings from the meetings in their Member States and follow-up support will be provided for this purpose, including the use of web tools.

The format of this event differs from that of other BTSF events in that it is designed to facilitate peer group discussions and sharing of ideas. Participants will be expected to have a good knowledge of the subject and to take an active part in the workshop and plenary sessions.

The event is being organised by the Food Safety Training Solutions (FSTS) Consortium who will act as facilitators and deliver training method support for the event ,and will provide specific web-based services before and after the event. Presentations will be made by FVO experts and other experts invited by FVO. The lead tutor will be Johannes Kern, FVO.

The event is designed to facilitate peer group discussions and sharing of ideas. Participation will be particularly encouraged through a number of workshop and plenary sessions.

The event is being organised by the Food Safety Training Solutions (FSTS) Consortium. Presentations will be made by FVO experts or others invited by FVO. The lead tutor will be Johannes Kern, FVO.

**Timing**

The course sessions will start on Monday afternoon, 23 June 2014 and end at lunchtime on Wednesday 25 June 2014.

Depending on flight schedules most participants will be able to travel to FVO, Grange, Ireland on the morning of Monday 23 June 2014 and return home on Wednesday afternoon, 25 June 2014. Participants for whom it is not possible to arrange suitable flight connections will arrive on Sunday 22 June 2014.

**Outline training agenda**

Monday 23 June 2014 – afternoon session

* Welcome
* Approach and findings of Member State audits
* Third country audits
* Legal framework
* Risk assessment and EFSA role

Tuesday 24 June 2014 – morning session

* Presentation leading to working groups addressing audit follow-up and impact assessment
* Split into workshop groups to discuss problems identified in different Member States and proposals to improve audits and audit approach.

Tuesday 24 June 2014 – afternoon session

* Presentations of workshop findings
* Group sessions working on findings of first sessions

Wednesday 25 June – morning session

* Presentation of conclusions, potential solutions and ideas for audits
* Final wind up discussion

Further information and course material will be made available to participants on a dedicated website before the start of the event.

**Social events**

A welcome cocktail party will be held at the hotel on Monday evening at 7.00 pm. FVO tutors will be invited.

A three course dinner will be held on Tuesday evening followed by a show of Irish music.

**Logistical arrangements**

The Food Safety Training Solutions Consortium (FSTS) led by Agri-Livestock Consultants Ltd (ALC) has been appointed to organise the event and make logistical arrangements. The FSTS contact address is alc.btsf@gmail.com. Participant arrangements will be made by Ms Frances Morris, who can be contacted at this address.

The following participant costs will be paid by the European Commission:

1. Economy class (or equivalent) flights from the nearest convenient airport to Dublin or first-class train or bus travel as appropriate; travel costs from the participant’s home to the nearest airport/bus station/train station; transfer from and to Dublin airport to the hotel; transfers from the hotel to FVO offices and any visit locations.
2. Full board accommodation including room, breakfast, lunch and dinner.
3. Refreshments during morning and afternoon coffee breaks.

**Travel**

It is anticipated that most participants will arrive at FVO, Grange on Monday morning 23 June 2014. Some participants may need to arrive on Sunday 22 June 2014 if it is not possible to arrange flights on Monday morning.

There is a possibility that a limited number of participants may be able to arrive on Saturday 21 June 2014 if they wish to enjoy leisure time before the start of the event at their own expense. If so, please indicate your intention on the attached application form and you will be contacted concerning the arrangements.

**Hotel**

Accommodation will be provided at the Roganstown Hotel & Country Club, a short distance from Dublin airport:

Roganstown Hotel & Country Club
Swords, County Dublin
Phone: +353 1 843 3118
Fax: +353 1 843 3303
Email: info@roganstown.com

Web: [www.roganstown.com](http://www.roganstown.com)

**Acceptance of invitation and logistical arrangements**

Please complete the attached form indicating whether you are able to attend and providing logistical details.

We apologise for the short response time but please make every effort to respond to your national contact point (NCP) by **Monday 19 May 2014** at the latest. Please note this is in one week’s time.

**Application to attend BTSF training**

**Improving risk assessments and controls in primary production of food of non-animal origin**

**To be held at FVO, Grange, Ireland on 23 – 25 June 2014**

**Please complete the following application details:**

I wish to attend the above training course on 23 – 25 June 2014 Yes / No

I agree to participate in follow up activities to disseminate

the knowledge gained on return to my home country Yes / No

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| i | Name |  |
| ii | Position |  |
| iii | Organisation / department |  |
| iv | Address |  |
| v | City |  |
| vi | Country |  |
| vii | Email address |  |
| viii | Contact telephone |  |
| ix | Preferred airport of departure |  |
| x | Do you wish to travel on the Saturday to have a free day on the Sunday if this can be arranged at your own cost? | Yes / No |
| xi | Do you have adequate English language skills to attend the above course as no interpretation or translation facilities will be available? | Yes / No |
| xii | Please indicate any special physical or dietary needs that need to be considered? |  |
| xiii | Have you already been contacted by the FVO concerning your participation at this event? | Yes / No |

Do you have any queries or comments concerning the training course?

If so, please describe in the box below:

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Please complete the application and respond to your national contact point (NCP) by

**Monday 19 May 2014** at the latest.

We looking forward to meeting you on Monday 23 June

David Dewar

Event Manager

FSTS Consortium

alc.btsf@gmail.com