

**THE IMPROVEMENT OF PARTICIPATION BY AFRICAN COUNTRIES IN THE  
WORK OF CODEX ALIMENTARIUS  
COMMISSION [CAC]**

**CLIENT: GHANA STANDARDS BOARD**

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**FINAL PROJECT REPORT**

**SEPTEMBER 2008**

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## **ACKNOWLEDGEMENTS**

We wish to express our sincerest appreciation to the Food and Agriculture Organization which as sponsors of this CCAFRICA Project share a vision of wanting the Members of the Codex Coordinating Committee for Africa (CCAFRICA) to play a much more active role in the work of Codex than they are doing now.

We further humbly wish to thank the Codex Secretariat, all FAO and WHO Regional offices in Africa, CCAFRICA Codex Contact Points and other respondents who with all enthusiasm responded to our enquiries.

## **EXECUTIVE SUMMARY**

The Food and Agriculture Organization (FAO) had noted inadequate participation by African members of the Coordinating Committee of Africa in the work of Codex. In order to improve participation, FAO decided to undertake a project in Africa.

The Food & Agriculture Organization (FAO) therefore requested Ghana, the current Coordinator of the Codex Coordinating Committee for Africa (CCAFRICA) to seek the services of a Consultant to undertake the project.

The broad objective of the project was to improve the participation of African countries in the work of Codex through building a network of scientific institutions and experts for the purpose of exchanging scientific information and expertise.

The project objectives were captured in five (5) Terms of Reference (TOR's) which sought to enquire from the forty-four (44) African members about the use and application of a CCAFRICA website ([www.codexafrique.org](http://www.codexafrique.org)) hosted by Morocco, the 16<sup>th</sup> and 17<sup>th</sup> Sessional Coordinator.

The Terms of Reference further sought to know the current status of the National Codex Committee in each member country; topical matters on food safety which may require CAC's attention, and then to create a data base of scientific expertise.

The overall output was to ensure that the information gathered from the project was lodged at the website to promote scientific exchanges among the forty-four (44) African members and the international community as well as to create an agenda item for thorough discussion at the 18<sup>th</sup> Session of CCAFRICA.

In undertaking the assignment, the Consultant and the National Codex Committee, Ghana developed five (5) sets of questionnaires which took into account the Terms of Reference of the project and related matters in the 5-year strategic plan for CCAFRICA.

The Questionnaires were circulated to CCAFRICA Codex Contact Points, FAO and WHO regional offices in Africa and African members who had participated in any Codex Session or training programme for the past ten years.

Respondents were advised to respond by 19<sup>th</sup> May 2008. Another reminder set a new deadline as 26<sup>th</sup> May 2008, for those whose responses had not been received as scheduled.

By 20<sup>th</sup> May 2008, only seven responses had been received. On the second date the response level had increased to forty six (46). Some more responses were received after the 31<sup>st</sup> Session of the Codex Alimentarius Commission (CAC) held in Geneva in July 2008 after matters of the project had been raised at the CCAFRICA side-meeting at CAC.

By the end of July, the total number of responses had increased to ninety four (94).

No respondent had fully responded to all the five (5) sets of questionnaires in a stretch by the second deadline. Many of the responses were also dispatched in “piecemeal”.

Response rate from respondents was as follows:

- Six (6) countries (13.6%) responded on the status of their National Codex Committees.
- Eight (8) countries (18.2%) responded on food safety matters of interest to the region.
- Ten (10) countries (22.7%) were received for the creation of data base of experts.
- Nine (9) countries (20.5%) were received on scientific institutions.
- Three (3) countries (6.8%) were received for the data on food processing companies.
- Thirty seven (37) responses were received on the CCAFRICA website.

The region has enough scientific expertise to be condensed into a database for networking to improve participation in Codex activities.

The compilation of data must be continued by the Coordinator for lodgment at the website.

The CCAFRICA website which is currently off-line must be activated without delay and thereafter re-designed to meet the aspirations of patrons.

# INTRODUCTION

Food Standards, Regulations and Codes of Practice have become trade marks in determining benchmarks in businesses in food – both internationally and locally. These benchmarks apart from promoting businesses are also to ensure consumer protection, public health and safety.

It is therefore worthwhile that the Codex Alimentarius Commission (CAC), a Food and Agriculture Organization\World Health Organization body comprising over one hundred and seventy (170) country members was established in 1962 to stabilize and standardize international trade in food.

It is further satisfying that trade requirements under the WTO Agreement on the Application of Sanitary and Phytosanitary Measures makes reference to the standards, regulations and codes of practice established under Codex as its benchmark while the TBT Agreement refers to international standards.

Codex activities and decisions are based on sound scientific evidence, consensus, dialogue, equal participation and fairness. These elements therefore behove the forty-four (44) African member countries in Codex to position themselves to ensure that they avail themselves of the opportunities in international trade in food.

It is further imperative that all member countries and indeed African members take all the necessary steps to bring domestic trade in food to be in equivalence by way of quality and safety to food in international trade. This can be achieved through sharing expertise among the regional members, exchanging scientific information to promote its equal participation in Codex and promoting south-south cooperation.

At the 17<sup>th</sup> Session of the FAO/WHO Coordinating Committee for Africa (CCAFRICA), the Committee adopted a strategic plan to strengthen the role and enhance the participation and effectiveness of CCAFRICA within the Codex Alimentarius Commission and the Codex African region. The strategic plan identified several objectives and actions to meet these objectives.

In support of the implementation of some of the objectives of the Strategic Plan for CCAFRICA, Ghana, the current Coordinator for the African region was mandated by the Food and Agriculture

Organization to coordinate in agreement with the FAO and WHO Regional Offices for Africa and the Codex Secretariat a project for CCAFRICA under the following Terms of Reference:

- i. A situational analysis of the Codex activities and Codex infrastructure in the Countries of the Region and to make this information available to all Member Countries for information exchange as well as to make recommendations on higher priority needs and enhanced support for Codex activities;
- ii. An investigation of the reasons for the non-use or underutilization of the current Codex website and make recommendations on the needs of Member Countries in terms of the website and to communicate this information to the web-manager (Morocco) for consideration and improvement of the site;
- iii. Setting up a meeting with the Codex Contact Point of Morocco (the previous Coordinator for CCAFRICA and website manager) to discuss the management of the website, its future up-keep and maintenance to meet the needs of CCAFRICA and planning for the 18th Session of CCAFRICA as part of the handing-over activities;
- iv. An investigation to identify and prioritize regional needs in matters of food safety standard setting with a view to finding solutions to meet these needs and to make necessary recommendations for items for discussion at the 18<sup>th</sup> Session of CCAFRICA or a pre-session seminar/workshop;
- v. The development of a database of experts/specialists and a network of competent food safety institutions in the region that could provide support and advice to CCAFRICA or its members and to publish this information on the CCAFRICA website.

It is expected that the project will: confirm the National Codex Committee (NCC) status of each member country; result in higher patronage of the CCAFRICA website; identify a critical mass of expertise and food safety institutions in the region; identify priority food safety needs and other priority needs of the region.

# CHAPTER ONE

## 1.0 METHODOLOGY

The project involved data collection and verification from forty-four (44) African countries as it was impracticable to visit these countries for same.

The use of the information highway was the best option – the use of electronic mail. Data verification was also considered important such that information supplied from a member country could be considered authentic and truthful.

The National Codex Committee and the Consultant identified Codex Contact Points in each member country as respondents. Questionnaires were sent electronically to thirty nine (39) out of the forty four (44) Codex Contact Points for distribution to relevant individuals and stakeholders. The remaining five being the Codex Contact Points of Central African Republic, Equatorial Guinea, Mauritius, Rwanda and Senegal had no email addresses for correspondence. Questionnaires were however sent to individuals in these five countries who had attended Codex meetings.

About two hundred (200) individuals and organizations in the African region who had attended various Codex Alimentarius Commission sessions and Subsidiary Committee meetings as well Codex Seminars and Training Workshops organized for the region in the past ten years were also identified from various Codex reports. Questionnaires were also sent to these identified individuals. Please refer to the Annex for questionnaires.

The National Codex Committee also requested Codex Contact Points in the region to update their contact details for effective communication.

### ***1.1 Data Collection***

The five (5) Terms of Reference were reviewed alongside the 5-year Strategic Plan for CCAFRICA and five (5) sets of questionnaires were sent electronically to the respondents. Each respondent was requested to electronically respond to three contacts and where necessary to one or two postal addresses. The results of this activity are summarized in Table 1A and 1B.

**Table 1A – Responses received on country basis.**

<b>NO.</b>	<b>COUNTRY</b>	<b>NUMBER OF REQUESTS SENT</b>	<b>ELECTRONIC RESPONSES RECEIVED</b>	<b>POSTAL RESPONSES RECEIVED</b>
1.	Angola	38	0	0
2.	Benin	9	0	0
3.	Botswana	11	0	0
4.	Burkina Faso	5	1	0
5.	Burundi	8	0	0
6.	Cameroon	23	0	0
7.	Cape Verde	6	13	1
8.	Chad	1	0	0
9.	Central African Republic	2	0	0
10.	DR Congo	4	0	0
11.	Cote d'Ivoire	18	0	0
12.	Congo Republic	4	0	0
13.	Equatorial Guinea	1	0	0
14.	Eritrea	1	0	0
15.	Ethiopia	9	0	0
16.	Gabon	10	0	0
17.	Gambia	3	0	0
18.	Ghana	42	38	0
19.	Guinea Bissau	6	0	0
20.	Guinea	7	0	0
21.	Kenya	39	4	0

**Table 1B – Responses received on country basis.**

<b>NO.</b>	<b>COUNTRY</b>	<b>NUMBER OF REQUEST SENT</b>	<b>ELECTRONIC RESPONSES RECEIVED</b>	<b>POSTAL RESPONSES RECEIVED</b>
22	Lesotho	13	0	0
23	Liberia	3	0	0
24	Madagascar	13	1	0
25	Malawi	5	8	0
26.	Mali	18	12	0
27.	Mauritania	6	0	0
28.	Mauritius	1	0	0
29	Morocco	59	1	0
30	Mozambique	13	0	0
31	Namibia	7	0	0
32	Niger	11	1	0
33	Nigeria	47	0	0
34	Rwanda	6	0	0
35	Senegal	11	0	0
36	Seychelles	1	0	0
37	Sierra Leone	6	0	0
38	South Africa	52	0	0
39	Swaziland	9	0	0
40	Togo	4	2	0
41	Uganda	35	2	0
42	United Republic of Tanzania	33	5	
43	Zambia	5	2	0
44	Zimbabwe	9	4	0

## ***1.2 Major Findings***

The CCAFRICA group responded more to the use of the website than providing full information about the current status of their respective National Codex Committees. This created the impression that their respective NCC's were not very functional.

One must stress that a non-functional National Codex Committee makes a country's participation in Codex unbeneficial to the participating country. This portrays a country's inadequate preparation to a Codex meeting which is essentially to promote consensus building in decision-making.

More than half of the respondents to the website survey questionnaire (19 out of 37) did not know of the existence of the website.

Forty-five percent (45%) of the respondents rated the website generally as very good. However on further analysis of the responses it was observed that these respondents use the CCAFRICA website as a link to the main Codex website and their responses were to a very large extent about the main codex website (See Table 3G & Figure 7). Features on the respondents indicated that the use of the website is only available on the main Codex website.

## CHAPTER TWO

### 2.0 SITUATIONAL ANALYSIS OF NATIONAL CODEX COMMITTEES (NCC) AND THEIR STRUCTURES

Six countries responded to the questionnaire on activities of the National Codex Committee.

**Table 2 - Membership of National Codex Committees**

NO.	RESPONDENTS	MEMBERSHIP
1.	Ghana	21
2	Kenya	15
3.	Mali	56
4.	Royal Republic of Morocco	16
5.	Togo	16
6.	Zimbabwe	16

#### 2.1 Ghana

As shown in Table 2, Ghana has a twenty one (21) membership which is spread across ministries, departments, agencies, (MDA's), academia, non-governmental organizations and the private sector.

- Ministry of Agriculture: Veterinary Services Directorate, Plant Protection Regulatory Services Directorate.
- Ministry of Health: Food and Drugs Board, Directorate of Nutrition, Ministry of Health Administration.
- Ministry of Trade, Industry, Private Sector Development and Presidential Special Initiatives : Ghana Standards Board-Contact Point, Ghana Export Promotion Council
- Ministry of Finance & Economic Planning: Representative from budget department
- Ministry of Local Government & Rural Development
- Ministry of Fisheries - A representative
- Private Sector: Federation of Ghanaian Exporters (FAGE), Association of Ghana Industries (AGI)
- Academia : Department of Food Science & Nutrition, University of Ghana Legon, Food Research Institute (FRI), Faculty of Engineering Sciences, University of Ghana Legon.
- Non-Governmental Organization: Consumers' Association of Ghana

##### 2.1.1 Other Characteristics of the National Codex Committee (NCC)

- i. There are fourteen (14) Technical and sub-technical Committees whose subject matters are based on Codex subject matters. The above committees also support the Food and Agricultural Technical Committees of the Ghana Standards Board for the development of standards. Selection onto the Technical Committee is by either institutional representation or individual selection.

- ii. There is an Advisory Technical Committee which deliberates on matters on the Executive Committee, the Commission, Codex Coordinating Committee for Africa and the General Principles. Reports and comments from the Technical Committees related to Codex matters are vetted and approved by the NCC before onward submission to the Codex Secretariat.

#### 2.1.2 Internal Activities to promote Codex

- Documents are received electronically from the Codex Secretariat and these are distributed amongst members either electronically or by courier services.
- Twice a year, contacts are separately made with the food industry, consumer associations and policy makers through seminars and workshops.
- Promotion of NCC activities is undertaken through brochures. A video documentary: - Codex, You and Food Safety is yet to be completed.
- Attendance to Codex meetings is by selection based on an individual's expertise.
- There is a dedicated library since 1973 at the Contact Point – Ghana Standards Board for use by any interested party.
- The NCC is funded through inter agency support.

#### 2.1.3 Codex Trust Fund

Since its inception in 2005, Ghana has benefited ten (10) times from the facility. However, Ghana recommended that the fund should consider supporting capacity building in areas such as Risk analysis and its critical components.

#### 2.1.4 Challenges

- Feedback from stakeholders is not encouraging.

#### 2.1.5 Contact Details

The Codex Contact Point Officer

Ghana Standards Board

P. O. Box MB 245

Accra, Ghana

Tel: (233 21) 519 758/ (233 21) 506 991-4, 500 065/6

Fax: (233 21) 500 092, 500 231

Email: [codex@ghanastandards.org](mailto:codex@ghanastandards.org)/[gbsnep@ghanastandards.org](mailto:gbsnep@ghanastandards.org)

## 2.2 *Kenya*

Kenya has a fifteen (15) member National Codex Committee, consisting of membership distributed below, and mainly of civil and public servants:

- Kenya Bureau of Standards
- Public Health Directorate- Ministry of Health
- Pest Control Board
- Kenya Agricultural Research Institute
- Nutrition Department- Ministry of Health
- Dairy Board of Kenya
- Ministry of Irrigation and Water

- Department of Fisheries
- National Council of Science and Technology
- Government Chemist
- Coffee Board of Kenya
- Consumer Information Network (NGO)
- FAO/WHO (Kenya)

#### 2.2.1 Other Characteristics of the NCC

- i. The NCC may not have a constitution, but its activities are guided by CAP 254, 242, 496 which respectively are the Food, Drug and Chemical Substance Law of Kenya, Public Health Act of Kenya Bureau of Standards and the Standards Act.
- ii. The NCC meets once every month to deliberate on topical issues.
- iii. There are National Technical Committees (NTC's) which are based on existing subsidiary and commodity committees of Codex and membership is based on individuals expertise or competence.

The selected individuals may be drawn from academia, research and the private sector.

The NTC's report directly to the NCC as the latter provides policy guidelines to the former.

#### 2.2.2 Internal Activities to promote Codex

- Dissemination of information among members is done by post and electronically.
- There is a standard practice of meeting with stakeholders - the food industry, consumer association, policy makers and other related groups.
- NCC activities are promoted through the periodic encounters with strategic stakeholders-industry and identifiable groups.
- Exchange of information among members is non-existent.
- Selection and attendance to meetings is based on the country's priority commodity groups.
- The NCC deliberates on Documents and comments on them, but comments may be sent as conference room documents (CRD's) depending on the time of receipt of Codex documents.
- Funding of activities of NCC is by the Contact Point-Kenya Bureau of Standards.
- The NCC's library is housed in the Kenya Bureau of Standards and access to materials is by defined guidelines.

#### 2.2.3 Codex Trust Fund

Kenya has received fourteen (14) sponsorships since 2004 to attend various Codex meetings, and recommends that the Trust Fund should continue to support this arrangement. The NCC further recommends that local FAO/WHO could provide the resources for internal capacity building activities.

## Challenges

- One agency undertaking sole funding of NCC activities places a burden on the agency
- Unreliability of electronic mail services in Kenya

### 2.2.4 Other details

- Inaugurated in June 2007
- Contact Point – Kenya Bureau of Standards
- Contact Person- Ms Alice Okelo Onyango.

## 2.3 *Mali*

Mali has a fifty-six (56) member National Codex Committee drawn from Ministries, Departments and agencies, academia, the private sector, including civil society and consumer associations.

### 2.3.1 Other characteristics of the NCC

- i. The National Codex Committee was established on 2005/08/01 by a Government decree 1812/MS-SG and from that decree the NCC developed its constitution.
- ii. Sixteen technical/sub technical committees exist and deliberate to meet Mali's interest. The focus of these Committees is to meet the objectives of Codex Commodity and General Subject Committees.
- iii. The technical/sub technical committees provide scientific advice to the NCC to advance Mali's position on Codex matters.
- iv. Contact Point: National Food Safety Agency of the Ministry of Health is the contact Point with the Director General of Food Safety Agency (FSA) as the contact Person.

### 2.3.2 Internal Activities to promote Codex

- Documents are electronically received and these are distributed either electronically or by post.
- NCC has two statutory regular meetings a year and any emergency meeting when necessary.
- Representatives of the food industry, consumer associations serve on technical committees and on NCC to safeguard the interests of the sector.
- Meetings, workshops and seminars are organized at various times annually with strategic partners including Task Force on Biotechnology, Permanent Committee of the Sahelian Pesticide Committee, UEMOA Quality Control Committee, National Council of Standardization and Quality Control.
- Promotion of NCC activities is done through newsletters, newspaper articles, leaflets, and other policy publications.
- There is dedicated library for Codex matters and is available to all.
- Inter agency collaboration is active among stakeholders and other related agencies in the food sector.
- Delegates to meetings are selected by NCC and where Codex documents are received early enough, comments are always submitted to the Codex Secretariat.
- Financing of internal NCC activities is through the budget of the National Food Safety Agency (Ministry of Health)

### 2.3.3 Codex Trust Fund

Mali has benefited immensely from the Codex Trust Fund which has assisted attendance to seven meetings.

### 2.3.4 Challenges

- French versions of Codex documents are received late thus pushing them to overstretch to meet deadlines.
- Inadequate training in risk assessment and management.
- Needed support to improve the performance of Codex Central Liaison Office (Contact Point)
- Training is needed to create a mass of technical experts in Codex matters to ensure meaningful participation on Codex.

## ***2.4 Royal Republic of Morocco***

Morocco has a fifteen (15) member committee consisting of representatives from:

- Ministry of Agriculture
- Department of Fisheries
- Ministry of Trade and Industry
- Ministry of External Trade
- Ministry of Health
- Ministry of Environment
- Ministry of Interior
- Ministry of Justice
- Ministry of Higher Education
- Ministry of Finance
- Scientific Research
- Foreign Affairs & Cooperation
- Association of Industries
- Consumer Association
- Department of Staff Training

### 2.4.1 Other Characteristics of NCC

- The committee was established by Decree No. 2-03-140 of 2005/01/17
- It meets twice a year.
- There are 6 technical and sub technical committees which supports the NCC and all proceedings are directly reported to the Chairman of NCC
- The contact Point- Division for Fraud Prevention in the Ministry of Agriculture & Maritime Department (Email: cnc\_ma@yahoo.fr)
- Contact Person- Mr. Saad Ihoussaine
- The NCC relates to all organizations involved in food hygiene, health and security.
- Documents are received electronically and are similarly distributed among members.
- A quarterly journal is published to disseminate information about Codex and NCC.

## 2.5 *Togo*

Togo's membership consists of 16 members drawn from:

- Ministry of Trade & Industry
- Ministry of Agriculture
- Ministry of Health / Hygiene Service
- Ministry of Health/ Division of Hygiene
- Ministry of Health/National Institute of Hygiene
- Nutrition Science
- Quality Programme, UEMOA
- INH- Applied Hygiene Department
- ASTODEC-Association of Consumers
- ITRA/DL/DNTA-Chief, Nutrition and Food Technology Division
- ESTBA/University of Lome
- FAO-Representative
- ONAF- Association
- The Chief, Plant Health Controls Division
- ITRA/DL/DNTA Chairman, Contact Person
- Directorate - Quality & Metrology

### 2.5.1 Other characteristics of the National Codex Committee (NCC)

- i. The NCC is derived from the Higher Council of standardization which was established by Degree 83-118 of 21<sup>st</sup> June 1983, under the supervision of the Ministry of Trade and Industry.
- ii. There are nine (9) Technical Committees under subject areas of Agriculture and foodstuffs; chemistry, microbiology, environment, fundamentals standards and petroleum products
- iii. The activities and programmes of the NCC are merged with those of UEMOA- A union of 8 Countries.
- iv. The NCC is fully collaborating with UEMOA to create a website of Experts in the zone.
- v. The NCC occasionally interacts with researchers and students from the University, but this is not institutionalized.
- vi. Research findings, publications and food safety materials are forwarded into UEMOA programme.
- vii. Selection to Codex meetings is based on a member's interest and ability to do self sponsorship.

### 2.5.2 Codex Trust Fund

The fund has assisted Togo four times to participate in Codex meetings.

### 2.5.3 Challenges

- Funding of internal activities have been very weak as the central government does not fund the activities.
- The Committee does not have a dedicated office, but uses the facilities of Nutrition & Technology Division.
- Meager resources do not allow for adequate distribution of Codex materials among interest groups.
- Contact Person was Chairman of the NCC and his retirement in 2007 and that of his successor in 2008, has created succession problems.

2.5.4 Contact Point: - Ministry of Agriculture for Breeding & Fishing  
Division of Nutrition and Food Technology  
Tel + (228) 225 21 48/ 225 41 18  
Fax + (228) 225 15 59

Email: [labo\\_itra@yahoo.fr](mailto:labo_itra@yahoo.fr)  
lab\_itra @cafe.tg

## 2.6 Zimbabwe

Zimbabwe has a sixteen (16) member National Codex Committee whose distribution by members was not declared.

### 2.6.1 Other characteristics of National Codex Committee (NCC)

The contact/focal point is the Government Analytical Laboratory (Ministry of Health).

- i. Membership is distributed among ministries, departments and agencies (MDA), the private sector and identifiable individuals.
- ii. The Food Standards Act and its regulations are said to be the constitution of the NCC.
- iii. There are no standing technical committees, but these are formed when necessary.

### 2.6.2 Internal activities to promote Codex

- Codex materials are received electronically and are further distributed electronically among members.
- An average contact made with the industry and consumer associations annually is 16 times each-through seminars and workshops.
- Contact with policy makers is twice annually.
- Codex library is located in the office of the contact person.
- Selection to Codex meetings is made at the NCC monthly meetings.
- Activities of the NCC is supported by the budget of the Government Analyst Laboratory, however the high inflation is affecting the activities of the NCC.

### 2.6.3 Codex Trust Fund

Zimbabwe in the past 4 years has been supported 6 times by the Trust Fund, it is being suggested that Fund could support some intra-country activities.

## 2.7 *Analysis of Data*

There is adequate information that the membership of the National Codex Committee (NCC) in the six (6) countries are inter-sectorial with the private sector adequately represented. The inclusion of Consumer Associations is in line with Codex guidelines on the participation of interest groups like Consumer Associations and other private sector groups in the work of Codex.

The establishment of Technical Committees/ Sub Technical Committees to comment and review Codex circular letters and other technical papers is a worthy arrangement which must be strengthened. The strengthening can be done by using technical expertise outside the main stream of the NCC.

Publicizing the activities of NCC through video documentaries, quarterly magazines and other publications as information dissemination strategy must be encouraged.

Codex activities are extensive and intensive and the setting up secretariats especially for Codex matters must be encouraged.

Codex guidelines on the formation of NCC advise against large membership and recommend an average of fourteen (14) members. Mali's situation of fifty six (56) members calls for a review which must however be in conformity with the decree No. 1812/MS-SG which established the committee.

Cape Verde has explained that it does not have an NCC, but to enhance its activities in Codex, FAO should consider facilitating the formation of an NCC in this member country.

South Africa explained it would be unable to distribute and collate responses since the position of their Codex Contact Point Officer was vacant at the time the project was being executed. Even though questionnaires were also sent to relevant individuals in South Africa, no responses were received.

The fact that comments received were mostly collated by the various Contact Points stress the integral role the Contact Points plays in the work of Codex.

## CHAPTER THREE

### 3.0 NON-USE OR UNDER-UTILIZATION OF CCAFRICA WEBSITE

Thirty seven (37) responses were received and these are captured in tables below.

#### 3.1 *Statistics on Responses to Website Survey Questionnaire*

Analysis of the data produced the following results.

Figure 1:

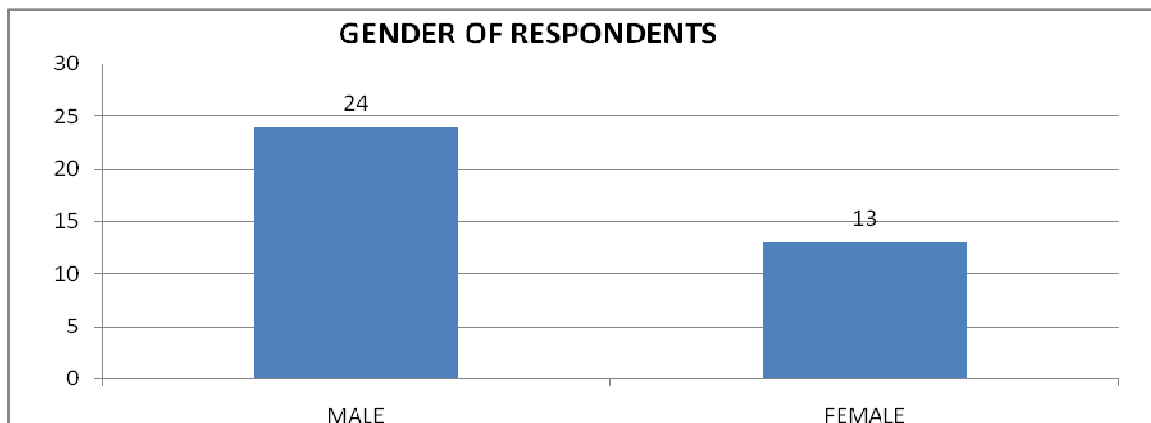


Figure2:

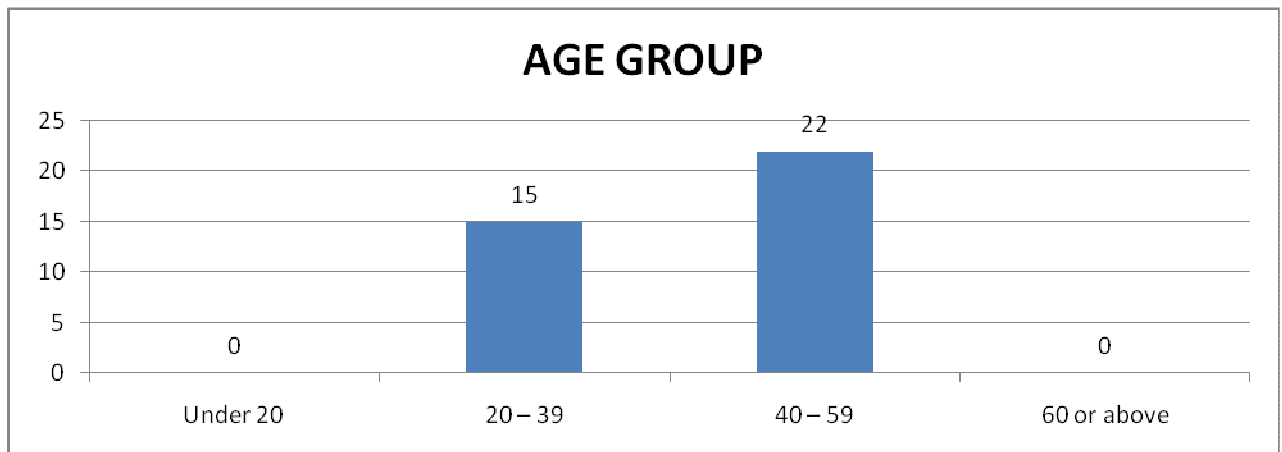
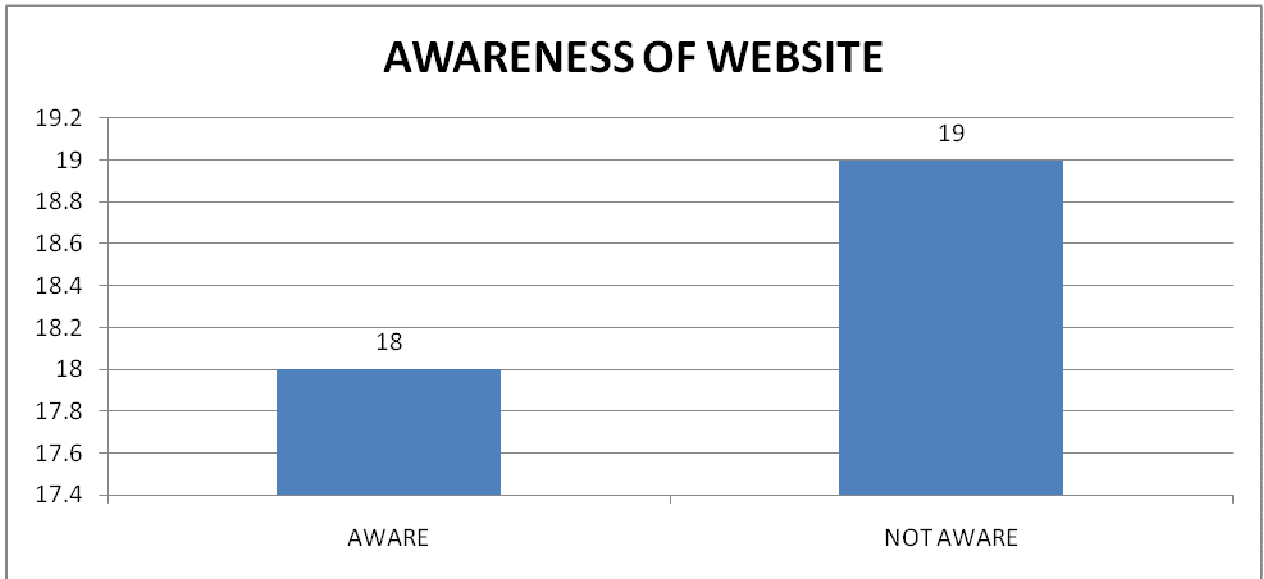


Figure 3:



Even though only eighteen (18) respondents indicated awareness of the website twenty (20) respondents answered the survey questions related to awareness.

The sums of the percentages may exceed hundred (100) in some of the responses because respondents were allowed to make more than one choice in some of the questions.

Figure 4:

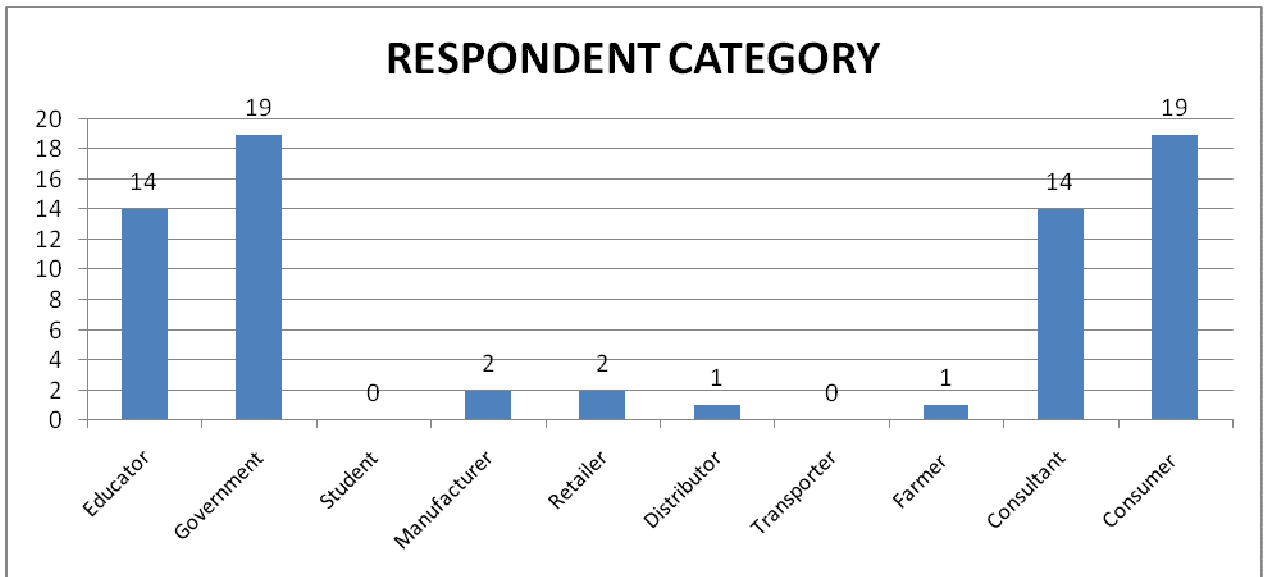


Figure 5:

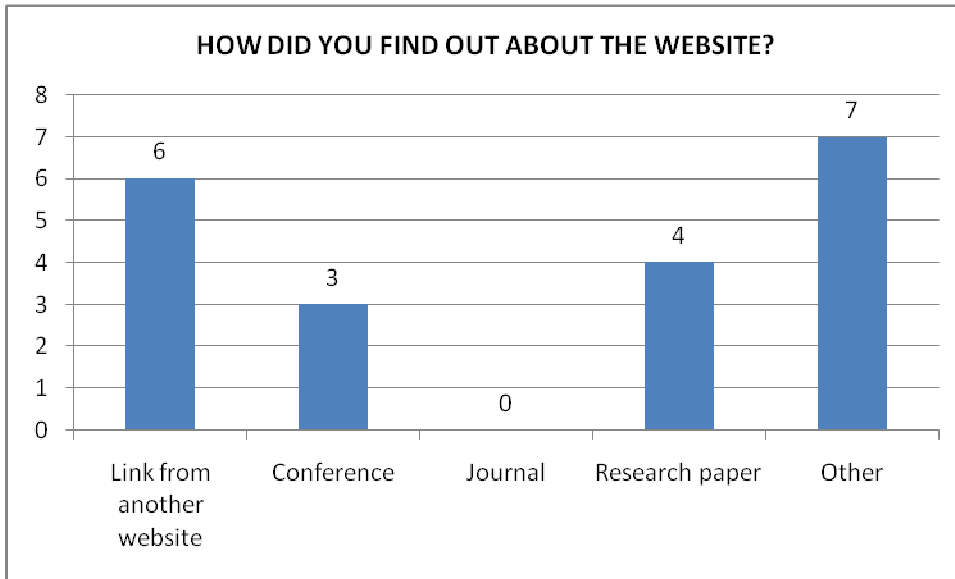


Figure 6:

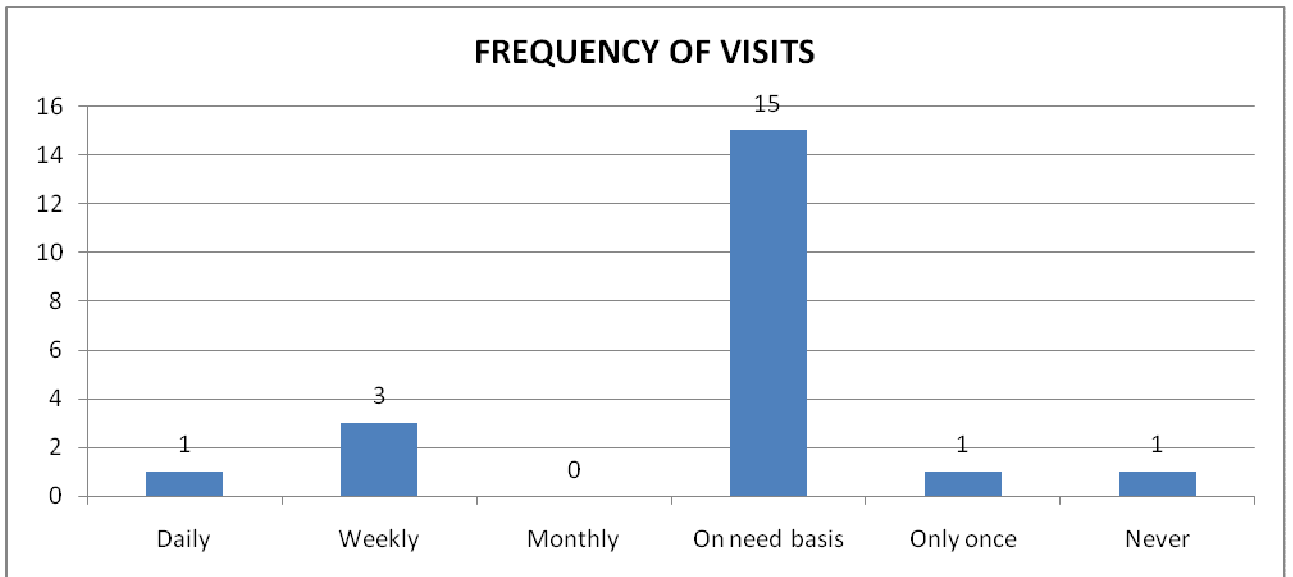


Figure 7:

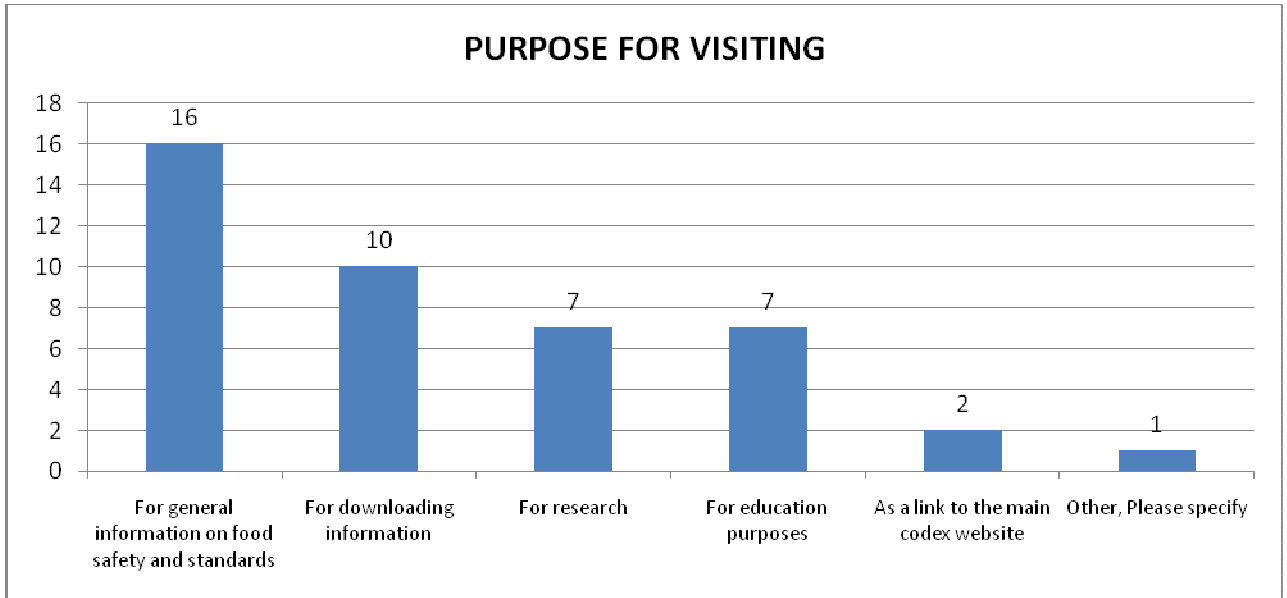


Figure 8:

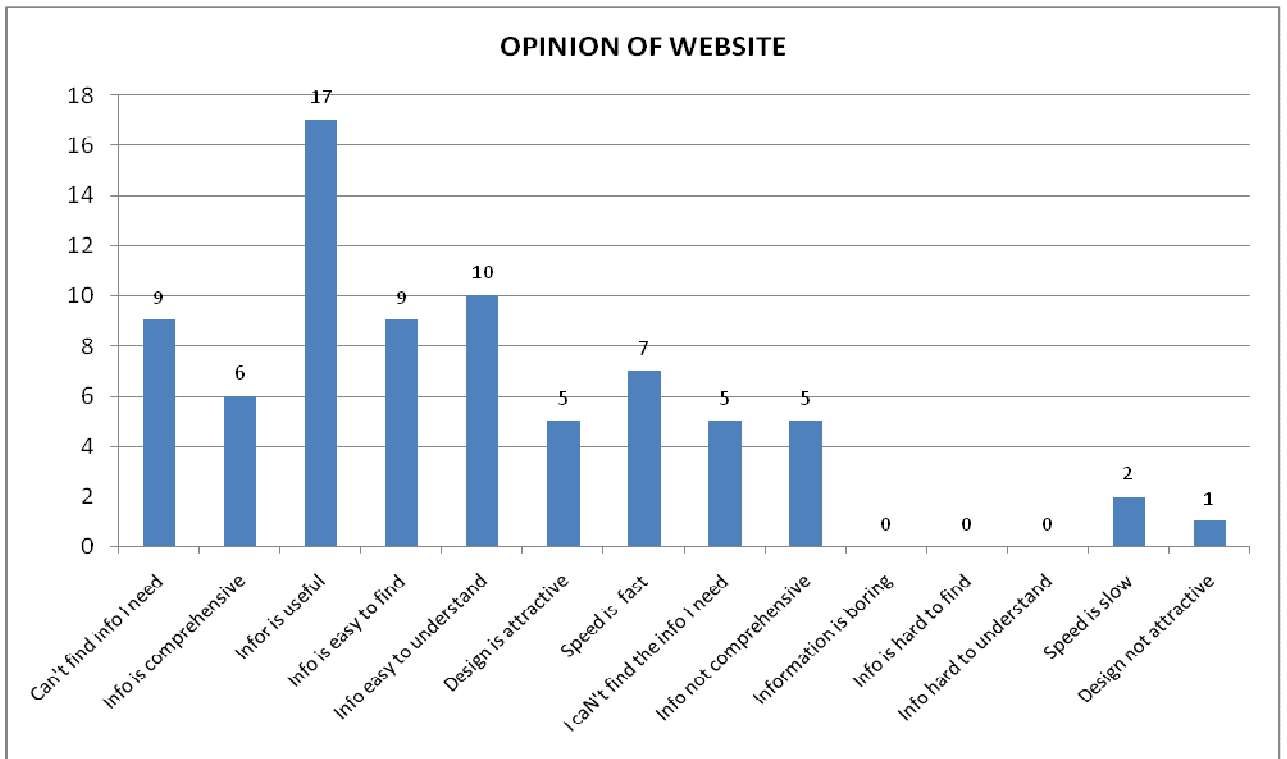


Figure 9:

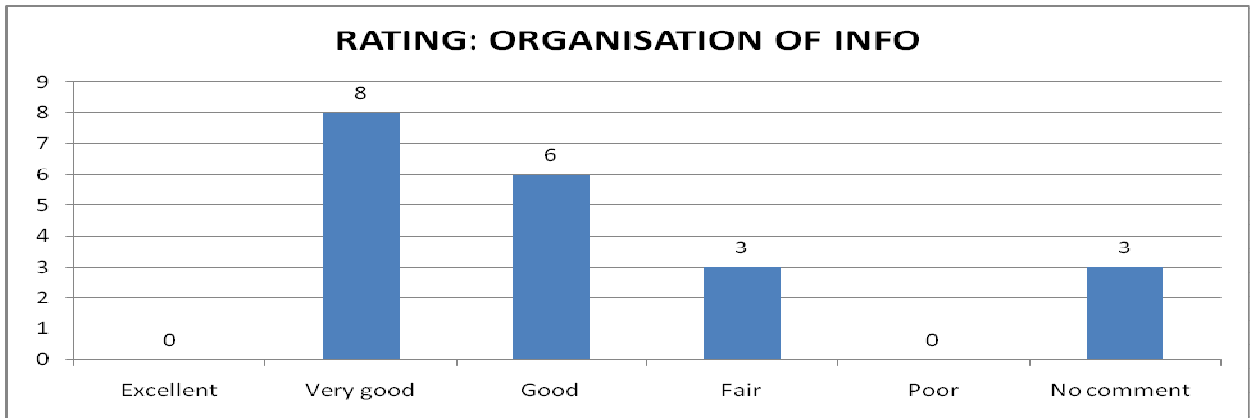


Figure 10:

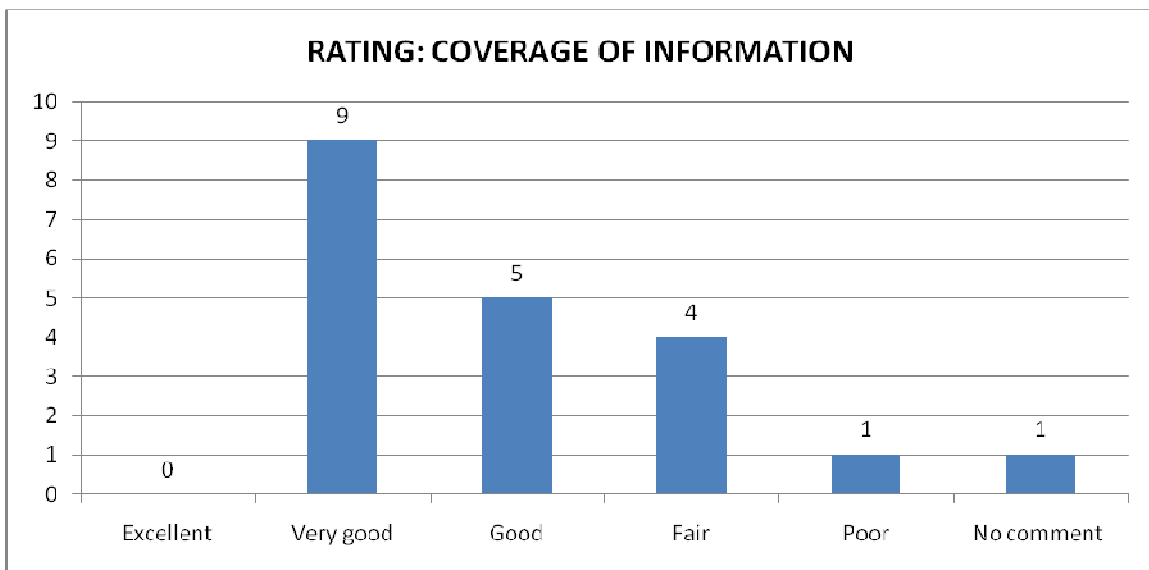


Figure 11:

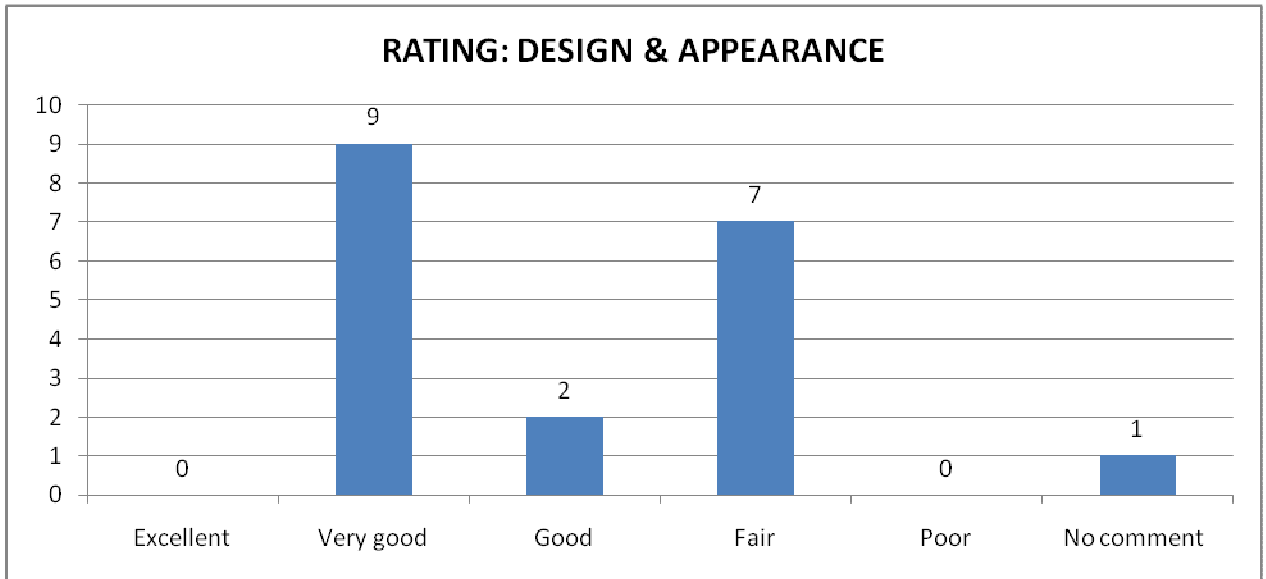


Figure 12:

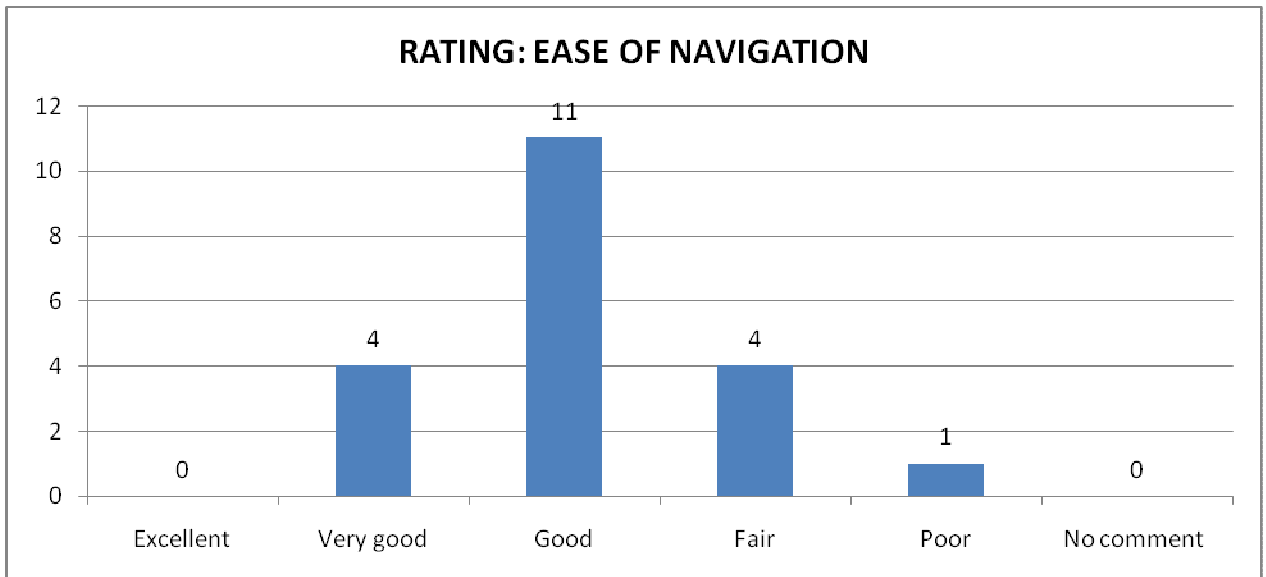
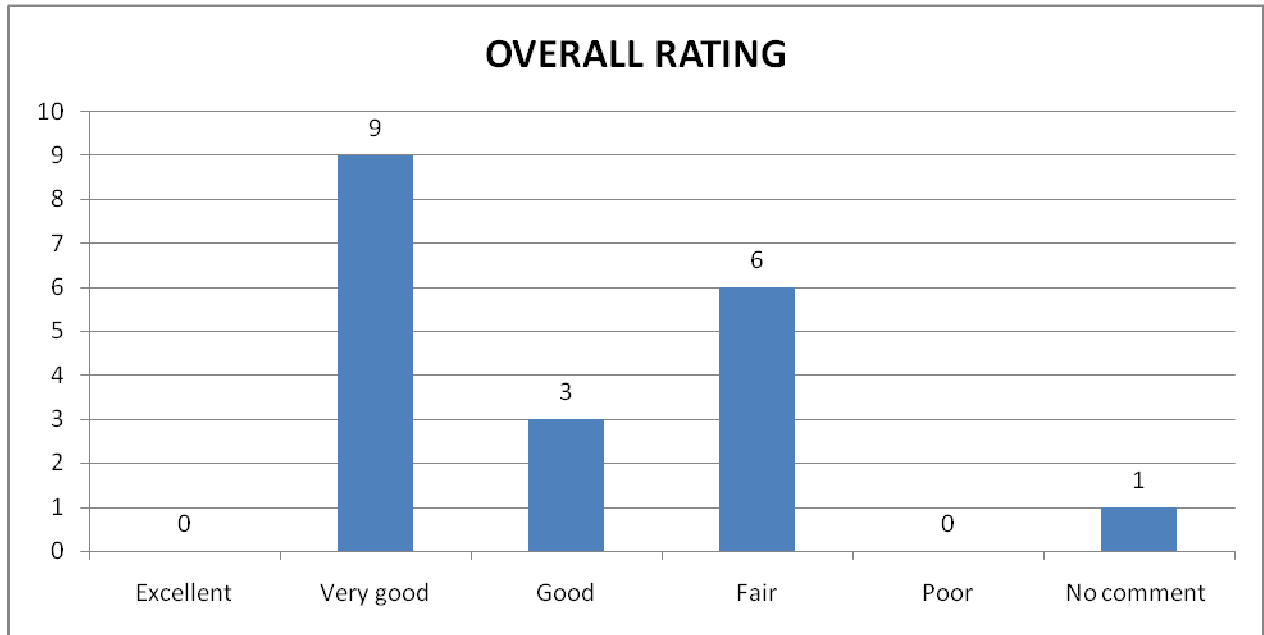


Figure 13:



### 3.2 Analysis of Data

1. The level of awareness of the CCAFRICA website is low, even among scientific institutions in the region.
2. The usage of the CCAFRICA website is low, but those who do access the website find it as a good site for information on food safety and standards.
3. Information coverage even though good enough must be improved to meet the broad aspirations of users of the website.
4. The current design and appearance must be improved to make it attractive and a source of scientific information for academia, researchers, students and the private sector. Reviewing the data supplied on the CCAFRICA website alongside the observations made during the Consultant's meeting with Codex Contact Point Morocco, it is obvious that the website has suffered some element of neglect (Morocco Report - Annex F)

### 3.3 Development of CCAFRICA Website

Following responses received on the CCAFRICA Website a new website was developed with the domain name: [www.codexafrica.org](http://www.codexafrica.org). The website which can be assessed in English or French has several sections including a database of experts, scientific institutions and food companies; and a section for information on Codex Infrastructure.

The web-server also has the following specifications:

- 800GB Disk space to host the website
- 20G monthly bandwidth transfer for data transfer
- Free unlimited POP3 email accounts, personalized official email account for Codex Contact Points and Contact Point Officers.

- Free unlimited email forwarding accounts, utility to route corporate mails and bookings to personal mail accounts such as yahoo, hotmail and gmail
- A webmail to access directly mails and bookings on the CCAFRICA website.
- A chat system to facilitate live discussions online

Experts, Scientific Institutions and Food Companies are encouraged to visit the CCAFRICA website and sign up to the various databases. A high utilization of the website by the public will depend on the amount of technical information that is regularly uploaded unto the website. Member countries will therefore have to provide the Coordinator with information on various work done with regard to food safety.

## CHAPTER FOUR

### 4.0 INVESTIGATIONS AND IDENTIFICATION OF FOOD SAFETY MATTERS OF INTEREST TO THE REGION

#### 4.1 Introduction

Food Safety issues may have regional or sub-regional identities and occurrences, perhaps due to geographical locations and handling practices.

It was anticipated that the survey would identify common food safety matters which because of geographical spread, would need Codex intervention to elaborate on them.

Nine members namely Cape Verde, Ghana, Kenya, Madagascar, Mali, Tanzania, Uganda, Zimbabwe and Malawi responded to the questionnaire.

However, only Ghana provided information on specific issues which need elaboration as specified in the questionnaire. Instead information provided was on priority needs to improve their capacity building requirements.

**Table 4 – Food Safety Needs**

No.	COUNTRY	PRIORITY NEEDS IN CAPACITY BUILDING
1.	Cape Verde	Radioactive contamination in foodstuff analysis, sanitary control of agro-food products, legislation and revision standards.
2.	Ghana	Heavy metals, pesticide residues, food adulteration and mycotoxins in foods, training in ISO 22000 and HACCP.
3.	Kenya	Pesticide residues, mycotoxins, heavy metal, microbial Veterinary residue and contamination in food stuff.
4.	Madagascar	Radioactive and heavy metals in food stuff.
5	Malawi	Training in the use of atomic absorption spectrophotometer, HPLC and analytical competence to AOAC standards, fish quality assurance, HACCP
6.	Mali	Training in risk analysis, strengthening of NCC, Training in Total Quality and safety management system, Training in standardization and certification, Capacity building in laboratory facilities, exposure to Biotech.
7.	Tanzania	Training in food audit inspections, food regulations, laboratory accreditation, pesticide residue, heavy metals, mycotoxins
8.	Uganda	Evaluation of food additives.
9.	Zimbabwe	Training in sampling and food sampling.

## ***4.2 Food Safety Matters of Interest to the Region***

One manufacturing company which uses legumes and grains as one of its major inputs has identified training of farmers as critical to the reduction of mycotoxins in their produce.

It is also suggested that training in Hazard Analysis Critical Control Point (HACCP) and its convergence into ISO 22000 should be introduced as wide as possible among food safety regulators, standards officers and others in related fields as part of management strategy.

It may be necessary for FAO to find out the reasons for the inadequate responses received on this matter.

## CHAPTER FIVE

### 5.0 DATABASE OF EXPERTS

#### 5.1 Introduction

Interdependency has become an accepted concept in growth and it has been envisaged that the region may have hidden scientific experts in individual member countries.

The establishment of a common platform where the region's experts could be located to share common interests and find solutions to identical issues were part of the objectives of the project.

Ten (10) countries have responded by providing information on the level of human expertise they have in specialized fields. The countries are Burkina Faso, Cape Verde, Ghana, Kenya, Madagascar, Malawi, Mali, Tanzania, Uganda and Zimbabwe

**Table 5-Country Expertise and Location**

No	COUNTRY	SPECIALIZED EXPERTISE																								
1.	Burkina Faso	Pesticide residues																								
2.	Cape Verde	Animal Health Management – Moave, Moagen Ltd																								
3.	Ghana	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Standards Development</td> <td rowspan="4" style="font-size: 3em; vertical-align: middle;">}</td> <td rowspan="4" style="vertical-align: middle;">Ghana Standards Board</td> </tr> <tr> <td>Pesticide Residue Analysis</td> </tr> <tr> <td>Food Facility Inspection</td> </tr> <tr> <td>Chemical Analysis</td> </tr> <tr> <td>Food Processing &amp; Analysis</td> <td rowspan="4" style="font-size: 3em; vertical-align: middle;">}</td> <td rowspan="4" style="vertical-align: middle;">Food Research Institute</td> </tr> <tr> <td>Food Quality Assurance</td> </tr> <tr> <td>Training of scientists &amp; Technicians in mycotoxins</td> </tr> <tr> <td>Analysis using HPLC</td> </tr> <tr> <td>Food Regulatory Management Systems, Teaching &amp; Installation of HACCP</td> <td rowspan="2" style="font-size: 3em; vertical-align: middle;">}</td> <td rowspan="2" style="vertical-align: middle;">Food &amp; Drugs Board</td> </tr> <tr> <td>Radionuclear Science</td> <td style="text-align: center;">- Ghana Atomic Energy Commission</td> </tr> <tr> <td colspan="3" style="text-align: center;">Crop Protection, Food Safety &amp; IPM- Environmental Protection Agency</td> </tr> <tr> <td>Chemistry Analysis, Processing, Mycotoxicology</td> <td rowspan="2" style="font-size: 3em; vertical-align: middle;">}</td> <td rowspan="2" style="vertical-align: middle;">Department of Nutrition &amp; Food Science (University of Ghana, Legon)</td> </tr> <tr> <td></td> </tr> </table>	Standards Development	}	Ghana Standards Board	Pesticide Residue Analysis	Food Facility Inspection	Chemical Analysis	Food Processing & Analysis	}	Food Research Institute	Food Quality Assurance	Training of scientists & Technicians in mycotoxins	Analysis using HPLC	Food Regulatory Management Systems, Teaching & Installation of HACCP	}	Food & Drugs Board	Radionuclear Science	- Ghana Atomic Energy Commission	Crop Protection, Food Safety & IPM- Environmental Protection Agency			Chemistry Analysis, Processing, Mycotoxicology	}	Department of Nutrition & Food Science (University of Ghana, Legon)	
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Crop Protection, Food Safety & IPM- Environmental Protection Agency																										
Chemistry Analysis, Processing, Mycotoxicology	}	Department of Nutrition & Food Science (University of Ghana, Legon)																								

No.	COUNTRY	SPECIALIZED EXPERTISE
4.	Kenya	Analytical Chemistry- Laboratory management, agrochemical contamination in food, HACCP, ISO 22000 - Kenya Plant Health Inspectorate Service.
5.	Madagascar	Radioactive Contamination in Food - National Institute of Science & Nuclear Technology.
6.	Malawi	Food Inspections, Food Safety Management Systems, Development of Standards - Malawi Bureau of Standards
7.	Mali	Analytical Chemistry, Pesticide Residue Analysis, Laboratory Accreditation to ISO 17025, Veterinary Services Management. National Food Safety Agency(ANSSA)
8.	Tanzania	Audit of Food Systems. Training in Food Systems - Tanzania Food & Drugs Authority
9.	Uganda	Regulatory and Standardization systems - Bureau of Standards
10.	Zimbabwe	Dairy Technology, Food Analysis & Procurement of Scientific Equipment, ISO System Audit - Government Analytical Laboratory, Dairibord Holdings.

## 5.2 Analysis of Data

Evaluation of data received indicates that there is enough expertise in the region to be harnessed and shared for scientific discussions and contributions to be made towards effective participation in Codex.

Ghana has one expert serving as a mycotoxicologist on the FAO Roster of experts on JECFA and other organizations involved in aflatoxins and other mycotoxins.

There is also adequate expertise to be shared among member countries for intra and inter country discussions to solve common food safety problems.

## CHAPTER SIX

### 6.0 DATABASE OF SCIENTIFIC INSTITUTIONS

#### 6.1 Introduction

One of the regional challenges of participation in Codex work is the availability of scientific data to buttress the region's position or a country's position in critical matters of interest. Collation of scientific data and analysis of such data include the availability of institutional capacities to provide reliable scientific data. The objective is to identify such institutions whose expertise could be rationalized.

Ghana, Mali, Zimbabwe and Madagascar are only countries which provided the requisite information.

**Table 6 - Scientific Institutions and their Status**

No.	COUNTRY	SCIENTIFIC INSTITUTIONS	EQUIPMENT OUTPLAY	ACCREDITATION
1	Cape Verde	National Institute for Management of Water Resources (INRGH) Clinitur, Institute for the Development of Fisheries (INDP)	Equipment for proximate food analysis	
2	Ghana	Ghana Standards Board	HPLC, UV Spectrophotometer, Atomic Absorption Spectrophotometer, GC-MC, Refractometer Vapour-SKNP	Metrology Lab ISO IEC 17025 (Mass, Pressure, Temperature)
		Food Research Institute	HPLC, GCMS, TLC, EDGE	ISO 17025 Food Quality & Safety Testing, SANAS Accredited
		Food & Drugs Board	HPLC, AAS,GAS,FTIR tester, GC, GCMS, UV Spectrophotometer, Dissolution Tester, Disintegration tester, Condom Tester.	Undergoing Accreditation

No.	COUNTRY	SCIENTIFIC INSTITUTIONS	EQUIPMENT OUTPLAY	ACCREDITATION
	Ghana	Ghana Atomic Energy Commission	Equipment for Scientific Nuclear Assignments	
3	Kenya	Kenya Plant Health Inspectorate Service	General equipment for proximate analysis of food, pesticide residues, heavy metals	ISO/IEC 17025
4.	Malawi	Chancellor College Bureau of Standards	Equipment for general microbiology, proximate analysis of food and detection of heavy metals	Undergoing accreditation to ISO 17025
5.	Madagascar	National Institute of Science and Nuclear Technology	Equipment for proximate food analysis	ISO 17025 (Calibrations with IAEA & SADC)
6.	Mali	Veterinary Services Directorate	Equipment for proximate food analysis	
7.	Togo	Institut Togolais De Recherche Agronomique / Direction Des Laboratoires (ITRA/DL)	Equipment for proximate food analysis	
8.	Uganda	Dairy Development Authority	Equipment for proximate food analysis	
9.	Zimbabwe	Government Analytical Laboratory, Dairibord Holdings.  Standards Association of Zimbabwe, Government Analyst	Equipment for proximate food analysis	

## 6.2 Analysis of Data

The above may not be the full complement of the region's capacities of scientific institutions to undertake scientific assignments. The Coordinator may have to continue to update the database to enable the region share the scientific capabilities.

## CHAPTER SEVEN

### 7.0 DATABASE OF FOOD PROCESSING COMPANIES

#### 7.1 Introduction

Codex matters come along with international trade in food and this is to create a source of information to promote south-south cooperation in trade.

Three (3) countries responded positively to the request, these were Cape Verde, Ghana and Zimbabwe.

**Table 7- Food Processing Companies**

No.	COUNTRY	FOOD PROCESSING COMPANIES	PRODUCT LIST
1	Cape Verde	CENTRO AGROALIMENTARDO PORTO NOVO, S.A  Frescomar	Processing of cheese, meat and meat product  Canned Fish, Oils
2.	Ghana	Piccadilly Biscuits  Nestle (Ghana) Ltd  Cadbury Ghana Ltd  GIHOC Distilleries  Kasapreko Distilleries  Accra Brewery Ltd  Voltic Ghana Ltd	Confectionery  Cereals, dairy, cocoa based products, legumes, oils and sugar.  Cocoa based products, confectionary Spirits, Wines &  Bitters. Spirits, Wines & Bitters.  Spirits, Wines & Bitters  Beer, Stout, Carbonated soft Drinks.  Bottled Mineral Water and fruit drinks.
3.	Zimbabwe	Dairibord Holdings (Dairy Products)	Dairy Products

Information received on the database of food processing companies is not the full list of in the region. It is expected that the Coordinator will continue to update this list.

## CHAPTER EIGHT

### 8.0 RECOMMENDATIONS AND CONCLUSIONS

#### 8.1 *Recommendations*

The level of responses to the questionnaires by the respondents have not been encouraging especially looking at the back-drop of performance by African countries at Codex Sessions – whether at the Commission or Committee Sessions.

The project carries the trait of an audit and has brought out some weaknesses in the food control and management systems on the African continent.

These challenges are not insurmountable, but it calls for some level of commitment and dedication by African members to pull resources and to share information and expertise together.

It is therefore recommended that:

1. African Experts should be encouraged to join specialized Select/Expert Advisory Groups like Joint FAO/WHO Expert Committee on Food Additives (JECFA), Joint Expert Meetings on Microbiological Risk Assessment (JEMRA), and Joint FAO/WHO Meeting on Pesticide Residues (JMPR).
2. Training in contemporary food safety issues - Risk Analysis and the development of a critical mass of experts in Risk Assessment and Risk Management should be taken as a priority need.
3. Training in ISO 22000 or HACCP must be considered as one of the requisites in ensuring food safety in the food supply chain.
4. Experts so identified or developed, can establish networks at sub-regional and regional levels where identical situations exist to enable them find common solutions to food safety situations.
5. In-country activities do not seem to consider sub-regional and regional dimensions and it is strongly recommended that food safety management systems must be

developed and lodged at the website appropriately to facilitate exchange of information.

6. The creation of a Food Alert System lodged at a Desk at the sub regional level (ECOWAS, SADC, UEMOA etc) and regional level (African Union) is worthy of consideration.
7. Changes in personal/institutional data must be brought to the attention of the website manager to enable the later update the website accordingly.
8. The CCAFRICA website should be constantly updated with current information on food safety so as to improve its patronage. In this regards, member countries should constantly provide the Coordinator with information for the website. Member countries should also encourage various stakeholder institutions to visit the website.
9. The FAO may want to undertake an audit-trial of the NCC situations in member countries and advise on the modalities to establish standard National Codex Committees, around which pivot all Codex matters revolve.
10. The Coordinator should encourage member countries without email address to create one since it has become an indispensable means of communication.
11. The FAO in the process can highlight the importance of intra country collaboration in order to rationalize human and material resources. This has become necessary as there is evidence in the same country, some institutions are not aware of in-country expertise.

## **8.2 Conclusions**

Several members of CCAFRICA did not fully respond to the questionnaires for the project to have come to a full cycle.

The CCAFRICA Coordinator, Ghana, should request such members to respond in order to facilitate the updating of information at the website. The Coordinator should also keep the

website active by lodging the current information in this report and other subsequent pieces of information which will be available.

It is generally a worthwhile study which should assist FAO and Ghana in preparing the agenda for the 18<sup>th</sup> Session of CCAFRICA.

The National Codex Committee, Ghana should undertake steps to complete the study into CCAFRICA and share the report at the 18<sup>th</sup> Session of CCAFRICA scheduled in Ghana in February 2009.

# ANNEXES

## ANNEX A: CODEXAFRIQUE WEBSITE USAGE QUESTIONNAIRE

Answers must be as factual as possible as this exercise is an effort to improve Africa's performance in Codex. Please tick as appropriate.

Please note that this questionnaire is only about the CCAFRICA website ([www.codexafrique.org](http://www.codexafrique.org)) and not the main Codex website.

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### Codexafrique Web site Usage Questionnaire

#### Personal Particulars

##### Sex

- Male: .....
- Female: .....

##### Age

- Under 20
- 20 – 39
- 40 – 59
- 60 or above

##### Education level

- Primary
- Secondary
- Tertiary or above

##### Respondent category

- Education/trainer
- Government
- Student
- Food Manufacturer
- Food Retailer
- Food Distributor
- Food transporter
- Farmer (primary produce)
- Consultant
- Consumer

a. Are you aware of the codex Africa website?

(If you answer yes to the above question then please proceed)

b. How did you find out about the website?

- Link from another website
- Conference
- Journal
- Research paper
- Other (please specify) .....

c. How often do you visit the website?

- Daily
- Weekly
- Monthly
- On need basis
- Only once
- Never

d. What is/are your purpose for visiting the website? (you can choose more than one option)

- For general information on food safety and standards
- For downloading information
- For research
- For education purposes
- As a link to the main codex website
- Other, Please specify

e. Which parts of the website is useful to you

f. What do you think about the website? You can select more than one option.

- I can find the information I need
- Information is comprehensive
- Information is useful
- Information is easy to find
- Information is easy to understand
- Design is attractive
- Speed is responsive and fast

- I cannot find the information i need
- Information is not comprehensive
- Information is boring
- Information is hard to find
- Information is hard to understand
- Speed of response is slow
- Design is not attractive

g. How will you rate the website in terms of the following?

a. Coverage of information

1. Excellent
2. Very good
3. Good
4. Fair
5. Poor
6. No comment

b. Organisation of information

1. Excellent
2. Very good
3. Good
4. Fair
5. Poor
6. No comment

c. Design and appearance

1. Excellent
2. Very good
3. Good
4. Fair
5. Poor
6. No comment

d. Ease of navigation

1. Excellent
2. Very good
3. Good
4. Fair
5. Poor
6. No comment

7. What is your overall rating of the website?

- Excellent
- Very good
- Good
- Fair

- Poor
- No comment

8. Any other information you would like us to include.

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.....

Other comments and suggestions

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## Questionnaire sur l'Utilisation du Site Web Codexafrique.

### Informations personnelles

#### Sexe

- Masculin :.....
- Féminin : .....

#### Age

- Moins de 20 ans
- 20 – 39 ans
- 40 – 59 ans
- 60 ans ou plus

#### Niveau d'études

- Primaire
- Secondaire
- Tertiaire ou plus

#### Catégorie du Sondé

- Education / Formation
- Gouvernement
- Etudiant
- Producteur d'Aliment
- Distributeur d'Aliment
- Transporteur d'Aliment
- Cultivateur (produits primaires)
- Expert-conseil
- Consommateur

1. Avez-vous connaissance du site Web de Codex Afrique?  
(Continuer si vous répondez oui à cette question)
  
2. Comment avez-vous eu information sur ce site Web?
  - Lien d'un autre site Web
  - Conférences
  - Journal
  - Document de recherche
  - Autres (s'il vous plaît, préciser)
  
3. À quelle fréquence visitez-vous le site?
  - Quotidien
  - Hebdomadaire
  - Mensuelle
  - Sur la nécessité
  - Une seule fois
  - Jamais
  
4. Quel est votre objectif pour visiter le site? (vous pouvez sélectionner plus d'une option)
  - Pour information générale sur la sécurité alimentaire et de normes
  - Pour télécharger de l'information
  - Pour la recherche
  - A des fins d'éducation
  - Comme un lien vers le site principal codex
  - Autre ((s'il vous plaît, préciser)
  
5. Quelles parties du site vous sont-elles utiles?
  
6. Que pensez-vous du site? (vous pouvez sélectionner plus d'une option)
  - Je peux trouver l'information dont j'ai besoin
  - L'information est complète
  - L'information est utile
  - L'information est facile à trouver
  - L'information est facile à comprendre
  - Le dessin est attractif
  - La vitesse est sensible et rapide
  - Je ne peux pas trouver l'information dont j'ai besoin
  - L'information n'est pas complète
  - L'information est ennuyeuse
  - L'information est difficile à trouver
  - L'information est difficile à comprendre
  - La vitesse de réaction est lent
  - Le dessin n'est pas attractif

7. Comment évalueriez-vous le site en termes de la suite?

a. La couverture de l'information

1. Excellent
2. Très bien
3. Bien
4. Assez bien
5. Mal
6. Pas de commentaire

b. L'organisation de l'information

1. Excellent
2. Très bien
3. Bien
4. Assez bien
5. Mal
6. Pas de commentaire

c. Le dessin et la présentation

1. Excellent
2. Très bien
3. Bien
4. Assez bien
5. Mal
6. Pas de commentaire

d. La facilité de navigation

1. Excellent
2. Très bien
3. Bien
4. Assez bien
5. Mal
6. Pas de commentaire

7. Quelle est votre appréciation d'ensemble du site?

- Excellent
- Très bien
- Bien
- Assez bien
- Mal
- Pas de commentaire

8. Toute autre information que vous souhaitez que nous ajoutions

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Autres commentaires et suggestions

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**ANNEX B: DATABASE ON EXPERTS**

Surname..... Other Names.....Country..... Sex [M]/ [F]

1. <b>Highest Academic Degree:</b> ( <i>Name of Institution/Year of award/Degree</i> )
2. <b>Employer:</b>
3. <b>Position:</b>
4. <b>Nature of Business</b> (Research/Education/Regulatory/Standards/Laboratory/Food Processing/Food marketing/other.....)
5. <b>Area(s) of Expertise:</b>
6. <b>Food safety Activities of interest:</b>
7. <b>Priority needs in food safety in your country:</b> (list in order of priority)
8. <b>Contact Details:</b> Full postal address/email/telephone
9. <b>Membership of professional association (e.g. IFT)</b>
10. <b>Have you ever submitted/answered a request to be considered for any Codex Committee of experts? E.g. JECFRA., JEMP</b>
11. <b>Any certification in area of expertise</b>

## BASE DE DONNEES SUR LES EXPERTS

1. Nom : ..... Prénoms : .....  
Pays : .....
2. Sexe : [M] / [F]

<b>3. Le Diplôme le plus élevé : (Nom de l'institution, Année d'expédition, Diplôme)</b>
<b>4. Employeur :</b>
<b>5. Position :</b>
<b>6. Nature d'Entreprise :</b> (Institution de Recherche/Ecole/Organisme de Réglementation/Organisation Normalisante/ /Laboratoire/Transformation des Aliments/Commercialisation des Aliments/Autres) .....
<b>7. Domaine(s) de compétence:</b>
<b>8. La sécurité alimentaire : activités d'intérêt :</b>
<b>9. Besoins prioritaires en matière de sécurité alimentaire dans votre pays</b> (liste par ordre de priorité)
<b>10. Coordonnées:</b> Adresse postale complète/email/téléphone
<b>11. Adhésion a une association professionnelle (par ex IFT)</b>
<b>12. Avez-vous jamais présenté ou répondu à une demande pour la position d'expert au Comité du Codex? Par ex JECFRA, JEMP?</b>
<b>13. Avez-vous accréditation dans le domaine de compétence ?</b>

**ANNEX C: DATABASE ON LABORATORIES**

- 1. Name of Company/Institution.....Country.....
- 2. Name of person completing the form..... Position.....

<b>3. Year of establishment:</b>
<b>4. Number of Scientific/Technical Employees:</b>
<b>5. List Microbiological analysis done(indicate certification):</b>
<b>6. List Chemical Analysis done(indicate certification)</b>
<b>7. List Physical analysis done(indicate certification)</b>
<b>8. List other analysis (indicate certification)</b>
<b>9. Food safety Activities of interest:</b>
<b>10. Priority needs in food safety in your country: (list in order of priority)</b>
<b>11. Contact Details:</b> Full postal address/email/telephone
<b>12. Any form of accreditation (e.g. ISO 17025)</b>

## BASE DE DONNEES SUR LES LABORATOIRES

1. Nom de la société/Institution ..... Pays .....

2. Nom de la personne qui remplit le formulaire ..... Position .....

<b>3. Année de création:</b>
<b>4. Nombre d'employés scientifiques/techniques :</b>
<b>5. Faire une liste de l'analyse microbiologique fait (indiquer la certification) :</b>
<b>6. Faire une liste de l'analyse chimique fait (indiquer la certification) :</b>
<b>7. Faire une liste de l'analyse physique fait (indiquer la certification) :</b>
<b>8. Faire une liste de d'autres analyses (indiquer la certification) :</b>
<b>9. La sécurité alimentaire : activités d'intérêt :</b>
<b>10. Besoins prioritaires en matière de sécurité alimentaire dans votre pays (liste par ordre de priorité)</b>
<b>11. Coordonnées:</b> Adresse postale complète/email/téléphone
<b>12. Toute forme d'accréditation (par ex ISO 17025)</b>

**ANNEX D: DATABASE ON FOOD COMPANIES**

1. Name of Company/.....Country.....

1. Name of person completing the form..... Position.....

2.	<b>Year of establishment:</b>
3.	<b>Number Technical Employees:</b>
4.	<b>Number of other Employees:</b>
5.	<b>Nature of business (processing/ingredients distributor/finished product distributor/marketing/other</b>
6.	<b>Major commodities handled (fruits/vegetables/cereal/legume/meat/fish/dairy/spices and herbs/oils/oilseeds/other.....</b>
7.	<b>Indicate if major commodities are 1) locally produced 2) imported 3) both (indicate proportion)..... Local % imported.....%</b>
8.	<b>Food safety Activities of interest:</b>
9.	<b>Priority needs in food safety in your country: (list in order of priority)</b>
10.	<b>Contact Details: Full postal address/email/telephone</b>

## BASE DE DONNEES SUR LES ENTREPRISES ALIMENTAIRES

1. Nom de la société/Institution ..... Pays .....

.....

2. Nom de la personne qui remplit le formulaire .....

Position.....

<b>3.</b>	<b>Année de création:</b>
<b>4.</b>	<b>Nombre d'employés techniques :</b>
<b>5.</b>	<b>Nombre d'autres employés:</b>
<b>6.</b>	<b>Nature de l'entreprise (transformation/distributeur des ingrédients/distributeur de produits finis/ commercialisation/autre)</b>
<b>7.</b>	<b>Principaux produits de base traités (fruits/légumes/céréales/légumineuses/viande/poisson/produits laitiers/ épices et herbes/graines oléagineuses/autre</b>
<b>8.</b>	<b>Indiquer si les principaux produits sont 1) localement produits 2) importés 3) les deux (indiquer la quantité) localement produits ..... % importés ..... %</b>
<b>9.</b>	<b>La sécurité alimentaire : activités d'intérêt :</b>
<b>10.</b>	<b>Besoins prioritaires en matière de sécurité alimentaire dans votre pays (liste par ordre de priorité)</b>
<b>11.</b>	<b>Coordonnées: Adresse postale complète/email/téléphone</b>

## ANNEX E: STATUS OF NATIONAL CODEX COMMITTEE (NCC)

**Preamble:** This questionnaire is using the Codex guidelines on the formation of National Codex Committee. If your answers do not meet Codex expectations, DO NOT WORRY.

Answers must be as factual as possible as this exercise is an effort to improve Africa's performance with in Codex.

1. a) Country :-
- b) Contact Point :-
- c) Contact Person :-
- d) Date of inauguration of NCC:-
- e) Membership No:-
- f) Chairman:-
- g) Membership:-

Name	Institution/ Body	Status
1.		
2.		
3.		
4.		
5.		
6.		
7.		

2. a) Constitution
- b) Any other guiding statutes
3. Frequency of meetings:-
4. Technical / Sub-technical Committee (TC)
  - a) Indicate such committee
  - b) Institutional / individual representation on T.C.
  - c) Frequency of T.C. meeting
5. What is the level of collaboration / Coordination between the NCC and T.C.?

.....

**Contact Point**

- i. Location of Contact Point:
- ii Contact Person:
- iii No of years at post:
- iv Frequency of change of contact person.

**Members of NCC**

- i) No. of members:
- ii) No. of active members:

**Internal Activities**

Codex Documents other material from Secretariat (Codex)

I) Received by electronic mail

Yes / No

- II) If No why and how do you receive them?
- III) Internal dissemination of document / materials
- d) Electronically
  - e) Hard copies by post / couriers services
- IV) What are the challenges in your mode of receipt and dissemination of Codex materials?  
List 3 of such challenges
- a)
  - b)
  - c)
- V) Lateral Relationship
- i. Annual average contact with the food industry
  - ii. Annual average contact with consumer association
  - iii. Annual average contact with policy makers
  - iv. Annual average contact with other related groups (name them)
  - v. Method of contact Seminar/ Workshop / Conferences
- VI) Promotion of NCC activities
- a) Through publication of Newsletters, Newspaper Articles, Documentary. Yes/No  
If yes provide details
  - a) Titles
  - b) Editorial team members
  - c) Theme of Documentary
- VII) Vertical Relationship
- Do you Exchange information with other members?  
List 5 of such members
- Topic / Issues for the exchange
- VIII) Selection for Codex Meetings
- How is the selection made?
- IX) Any formal in-house meeting to comment on Documents before the codex meetings?  
If yes .....Are the comments sent early or Conference Room Documents?
- If No, what are the constraints/challenges?
- X) Funding
- a) How are the activities of NCC funded?  
Inter-agency/agencies
  - b) What are the challenges/difficulties in internal funding of NCC?
  - c) Codex Trust Fund  
How many times have you received support from the Codex Trust Fund?  
  
List the various meetings the Trust Fund has supported.
  - d) What suggestions can you make about the Codex Trust Fund to improve its impact?  
on Codex activities

XI) Archives

Does the NCC have a library of Codex materials?

Is it a dedicated library for Codex materials only?

Is it a section of general library?

Which institution houses the library?

How long has the library been in existence/operation?

How assessible is the library is other members?

## LE STATUT DU COMITE NATIONAL DU CODEX (NCC)

1. a) Pays :
- b) Point de contact
- c) Personne de contact
- d) Date de l'inauguration du NCC
- e) Numéro de membre
- f) Président
- g) Adhésion

Nom	Institution/Organisation	Position
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

16. a) La constitution
- b) Autres règlements directeurs

17. La fréquence des réunions :

18. Comité Technique / Sub-technique (CT)
  - a) Indiquer ce comité
  - b) Représentation institutionnelle / individuelle dans le CT
  - c) Fréquence des réunions du CT

19. Quel est le niveau de collaboration ou de coordination entre la CCN et le CT ?

### Point de Contact

- i. Emplacement des points de contact
- ii. Personne de contact
- iii. Nombre d'années en poste

- iv. Fréquence de changement de la personne de contact
- Nombre d'adhérents de la NCC
- i. Nombre de membres
  - ii. Nombre de membres actifs

**Activités internes.**

Codex documente d'autres matériaux en provenance du Secrétariat (Codex)

I) Reçu par courrier électronique.

Oui / Non

II) Si non, pourquoi et comment les recevez-vous?

III) La diffusion interne des documents / matériaux

d) par voie électronique

e) copies papier par la poste / services courriers

IV) Quels sont les défis dans votre mode de réception et la diffusion des matériaux du Codex?

Mentionner 3 de ces défis

a)

b)

c)

V) Relation Latérale

i. Moyenne annuelle de contact avec l'industrie alimentaire

ii. Moyenne annuelle de contact avec l'Association de Consommateurs

iii. Moyenne annuelle de contact avec les décideurs

iv. Moyenne annuelle de contact avec d'autres groupes (nommer ces groupes)

v. Méthodes de contact: Séminaire / Atelier / Conférences

VI) Promotion des activités de la CCN

a) Par la publication des Bulletins d'information, des Articles de journaux et des Documentaires. Oui / Non

Si la réponse est oui, fournir des détails

a) Titres

b) Personnel de rédaction

c) Sujet du documentaire.

VII) Relation Verticale

Echangez-vous de l'information avec d'autres membres?

Lister 5 de ces membres.

## Sujets / Questions pour l'échange

### VIII) Sélection pour les Réunions du Codex Comment se fait la sélection?

IX) Y a-t-il des réunions formelles au niveau de l'entreprise pour faire des observations sur les documents avant les réunions du Codex?

Si la réponse est oui ..... Les observations sont-elles envoyées au préalable ou fait-on usage des documents fournis dans la salle de conférence ?

Si la réponse est non ..... Quelles en sont les contraintes / défis?

### X) Financement

a) Comment les activités du CCN sont-elles financées?  
Inter-organismes / organismes.

b) Quels sont les défis / difficultés du financement interne de la CCN?

c) Fonds Fiduciaire du Codex  
Combien de fois avez-vous reçu le soutien du Fonds Fiduciaire du Codex?

Faire une liste des différentes réunions que le Fonds Fiduciaire a pris en charge.

d) Quelles suggestions pouvez-vous faire à propos du Fonds Fiduciaire du Codex afin d'augmenter son impact sur les activités du Codex?

### XI) Archives

La CCN a-t-elle une bibliothèque de matériaux Codex?

Est-elle une bibliothèque désignée uniquement pour les matériaux Codex?

S'agit-il d'une section d'une bibliothèque générale?

Quelle institution abrite la bibliothèque ?

Depuis quand la bibliothèque a-t-elle été en existence/opération?

Jusqu'à quel point la bibliothèque est-elle accessible à d'autres membres?

## **CONSULTATIVE MEETING BETWEEN THE CODEX CONTACT POINTS OF MOROCCO AND GHANA ON CCAFRICA WEBSITE**

### **1. INTRODUCTION**

As part of the general modalities to ensure a proper and smooth transfer of CCAFRICA Coordinatorship from Morocco to Ghana and to ensure that the objectives of the FAO project (on regional coordination) assigned to Ghana were achieved, a two man delegation consisting of Mr. Kwamina Van-Ess, the project consultant and Mrs. Charlotte Ohene-Manu who is the Deputy Executive Director, Ghana Standards Board and also a member of the National Codex Committee were sent to Morocco to meet their counterparts.

The broad objectives of the meeting were to:

1. Discuss the management of the website, its future up-keep and maintenance to meet the needs of CCAFRICA.
2. Discuss challenges faced by Morocco on their hosting of the CCAFRICA website; for example, the under-utilization of the CCAFRICA website by members.
3. Discuss the modalities for the transfer of the hosting of website from Morocco to Ghana.
4. Plan for the 18<sup>th</sup> Session of CCAFRICA as part of the handing over activities
5. Develop guidelines for the handing over of Coordinatorship.

The delegation made an initial physical contact on May 16<sup>th</sup> 2008 with Mr. Lhouissaine Saad the Engineer-in-chief, Ministry of Agriculture and Maritime Resources and Madame Haifa another officer of the Ministry. Mr. Lhouissaine Saad is also the Manager of the Moroccan Contact Point.

The initial contact agreed to a formal meeting on Tuesday 17<sup>th</sup> June 2008 with a Moroccan delegation.

It was further learnt at this informal meeting that Mr. Mohammed Majdi, the previous Coordinator of CCAFRICA, had been transferred from Rabat to Casablanca to head another Division in the Ministry of Agriculture.

### **2. FORMAL MEETING –TUESDAY 17<sup>TH</sup> JUNE 2008**

Present at the formal meeting were:

- |    |                           |   |   |
|----|---------------------------|---|---|
| 1. | Mr. Mekki Chouidani       | - | Chief Director Division of Technical Control Phytosanitary (DNCTRF) |
| 2. | Mr. Lhouissaine Saad      | - | Engineer-in-Chief Ministry of Agriculture                           |
| 3. | Mr. Kwamina Van-Ess       | - | Project Consultant  |
| 4. | Mrs. Charlotte Ohene-Manu | - | Member National Codex Committee Ghana                               |

The meeting considered the 4 agenda items slated above and after exhaustive discussions, the following were arrived at:

### **3. CCAFRICA WEBSITE**

- Morocco did not have reasons or explanations to offer for the under utilization and non-use of the website since the website was available to anyone who wanted to access it.
- Morocco has an Officer in the Ministry of Agriculture and Maritime Resources dedicated to the website.
- The website was originally funded by the FAO through an NGO located in Oujda (600km) away from Rabat. After hosting the website, it was handed over to the Moroccan NCC with the website managers as MarocHebergement.com
- The annual subscription fee of Dh1, 716.00 (USD240) covered 14/6/2007- 14/6/2008.

However Arcane Technologies, another Moroccan Group had taken-over the management of the website for a new subscription fee of Dh3000 (USD429)

- Morocco requested to permanently maintain and host the website since its constant movement among the forty four (44) countries would not be the best.
- Morocco admitted that it would take them some time, because of bureaucracy to raise the requisite funds to activate the website which was offline.
- The Ghana delegation proposed requesting the CCAFRICA Coordinator to consider releasing funds as soon as possible for the activation of the website to meet the objectives of the FAO-sponsored project. Morocco agreed to the proposal and assured the delegation of reimbursement if Ghana did that.  
Morocco provided the password/username as in the File Transfer Protocol (FTP) to enable Ghana, as Coordinator to lodge information or data at the website.

### **4. HANDING OVER OF COORDINATORSHIP**

Morocco explained that there were no existing formal procedures when it took over the Coordinatorship from Uganda in 2003 and agreed to support whatever procedures Ghana would want to put forward at the African group meeting at the 31<sup>st</sup> Session of CAC in Geneva –June 2008.

### **5. CCAFRICA PROJECT**

A verbal summary covering 29 respondents out of 44 respondents (65%) was given. Morocco commented that the sets of questionnaire were thorough and apologized for its inability to have had them completed and sent on schedule. It promised to comply before the week ran out.

### **6. CONCLUSION**

Morocco expressed its appreciation to Ghana for coming over to discuss matters after CCAFRICA and wanting to improve Africa's understanding and participation in Codex.

## **7. RECOMMENDATIONS**

- Ghana may want to discuss with the FAO the possibility of hosting the website for the period of its Coordinatorship.
- This step has become imperative as the website is currently offline and it does not portray a good image of CCAFRICA.
- The volume of information lodged at the website does not seem to meet the full aspirations of its patrons.

## LAUNCHING OF CCAFRICA PROJECT

The CCAFRICA Project was launched at the Kama Conference Centre, Accra under the theme Codex Alimentarius: Promoting Food Safety, Quality and Fair Trade. The programme was attended by sixty four participants from Food Industries, Research and Academic Institutions, Consumers, Food Regulatory Agencies, Government Representatives as well as an International Governmental Organization.

The purpose of the launch was to sensitize the public on the:

- CCAFRICA Project Ghana was currently undertaking as Coordinator for the Africa region.
- 18<sup>th</sup> Session of CCAFRICA Ghana would be hosting from 23-27 February 2009.
- Codex and the existence of the National Codex Committee (NCC).

There were solidarity messages from the FAO, The Ministry of Trade, Industries, Private Sector Development and Presidential Special Initiatives, the Association of Ghanaian Industries and the Consumers Association of Ghana.

Prof. Samuel Sefa-Dedeh, the Vice Chairman of the NCC Ghana, gave a presentation on the theme for the programme. In his presentation, he stated that the African region had many Food Safety concerns and that one way of ameliorating this was for Africans to actively participate in the work of Codex and ensure that the necessary infrastructures were established to enable them maximize benefits from Codex work. He also called for a collaborative work amongst the Research and Academic Institutions and all other stakeholders who had a part to play in the food chain.

Most participants expressed their delight at the Project being executed by Ghana indicating that although Africa has always had a great deal of technical expertise this resource has not been harnessed for Africa's benefit. The development of a database of Experts in the area of Food Safety and Nutrition was therefore a commendable approach in helping solve some of Africa's Food Safety problems.

Representatives from most of the Media and Food Industries were neither aware of the existence of Codex nor the National Codex Committee (NCC) and what the NCC was doing to involve more stakeholders in Codex work. They therefore called for heightened awareness creation on Codex work in the country and involvement of Policy Makers in Codex activities with the view of obtaining the necessary financial support for such important programmes.

The need for the NCC to constantly update the public on Codex issues was also emphasized. Participants believed such an approach will enable information on Codex trickle down to consumers.

Participants left the launching programme with a resolution to help the National Codex Committee in its activities to enable Ghana derive maximum benefit from the work of Codex.

## TABLES

**Table 3A - Gender of respondents**

<b>GENDER</b>	<b>No.</b>	<b>%</b>
MALE	24	65%
FEMALE	13	35%

**Table 3B - Age grouping**

<b>AGE GROUP</b>	<b>No.</b>	<b>%</b>
Under 20	0	0%
20 – 39	15	41%
40 – 59	22	59%
60 or above	0	0%

**Table 3C - Awareness of CCAFRICA website**

<b>AWARENESS</b>	<b>No.</b>	<b>%</b>
AWARE	18	49%
NOT AWARE	19	51%

**Table 3D - Respondent Categories**

<b>RESPONDENT CATEGORY</b>	<b>No.</b>	<b>%</b>
Educator	14	38%
Government	19	51%
Student	0	0%
Manufacturer	2	5%
Retailer	2	5%
Distributor	1	3%
Transporter	0	0%
Farmer	1	3%
Consultant	14	38%
Consumer	19	51%

**Table 3E - Source of knowledge of CCAFRICA website**

<b>HOW DID YOU FIND OUT ABOUT THE WEBSITE?</b>	<b>No.</b>	<b>%</b>
Link from another website	6	30%
Conference	3	15%
Journal	0	0%
Research paper	4	20%
Other	7	35%

**Table 3F - Frequency of Visits**

<b>FREQUENCY OF VISITS</b>	<b>No.</b>	<b>%</b>
Daily	1	5%
Weekly	3	17%
Monthly	0	0%
On need basis	15	83%
Only once	1	6%
Never	1	6%

**Table 3G - Purpose for Visiting CCAFRICA website**

<b>PURPOSE FOR VISITING</b>	<b>No.</b>	<b>%</b>
For general information on food safety and standards	16	80%
For downloading information	10	50%
For research	7	35%
For education purposes	7	35%
As a link to the main codex website	2	10%
Other, Please specify	1	5%

**Table 3H - Opinion on CCAFRICA Website**

<b>OPINION OF WEBSITE</b>	<b>No.</b>	<b>%</b>
Can't find info I need	9	45%
Info is comprehensive	6	30%
Info is useful	17	85%
Info is easy to find	9	45%
Info easy to understand	10	50%
Design is attractive	5	25%
Speed is fast	7	35%
I can't find the info I need	5	25%
Info not comprehensive	5	25%
Information is boring	0	0%
Info is hard to find	0	0%
Info hard to understand	0	0%
Speed is slow	2	10%
Design not attractive	1	5%

**Table 3I - Organisation of Information on CCAFRICA website**

<b>ORGANISATOIN OF INFORMATION</b>	<b>No.</b>	<b>%</b>
Excellent	0	0%
Very good	8	40%
Good	6	30%
Fair	3	15%
Poor	0	0%
No comment	3	15%

**Table 3J - Coverage of Information on CCAFRICA website**

<b>COVERAGE OF INFORMATION</b>	<b>No.</b>	<b>%</b>
Excellent	0	0%
Very good	9	45%
Good	5	25%
Fair	4	20%
Poor	1	5%
No comment	1	5%

**Table 3K - Design and Appearance of Website**

<b>DESIGN AND APPEARANCE</b>	<b>No.</b>	<b>%</b>
Excellent	0	0%
Very good	9	45%
Good	2	10%
Fair	7	35%
Poor	0	0%
No comment	1	5%

**3L- Ease of Navigation of website**

<b>EASE OF NAVIGATION</b>	<b>No.</b>	<b>%</b>
Excellent	0	0%
Very good	4	20%
Good	11	55%
Fair	4	20%
Poor	1	5%
No comment	0	0%

**Table 3M - Overall Rating of website**

<b>OVERALL RATING</b>	<b>No.</b>	<b>%</b>
Excellent	0	0%
Very good	9	45%
Good	3	15%
Fair	6	30%
Poor	0	0%
No comment	1	5%

## **REFERENCES**

1. Codex official mailing list for CCAFRICA (available on the Codex Alimentarius Commission website, [www.codexalimentarius.net](http://www.codexalimentarius.net))
2. Attendance lists from Codex Sessions (1998 – 2008)
3. CAC/GL 43-2003 : African Regional Guidelines for Codex Contact Points and National Codex Committees
4. Codex Alimentarius Commission Procedural Manual (17<sup>th</sup> Edition)