

START UP REPORT

“Strengthening the Rapid Alert System network for food safety in the Slovak Republic”

1. Identification

Twinning light project number: 5821901 0201 0014

Period covered by the project: December 2004 – February 2005

Submitted by: ARPA Emilia Romagna – Mr. Paolo Lauriola

2. Background

After becoming the new member state of EU, relevant Slovak institutions must upgrade its internal system in order to respect the European standards and apply the Regulation 178/2002 which has been improved and need increasingly the contribution and the assistance from old member states.

In particular, in Slovakia the organisational structure, the content and the scope of the work, which is covered by the RASFF, has been defined by the Slovak Act No. 152/1995 Coll. On Foodstuffs as amended by Act No. 23/2002 Coll.

According to EU legislation, a National Contact Point has been established and it is in contact with all the other NCPs in European Union and with the European Food Safety Authority. The NCP is established at the State Veterinary and Food Administration. On the national level the RASFF consists of two basic parts – one under the competence of the Ministry of Health (MoH) and the second one under the competence of the Ministry of Agriculture (MoA).

These two components of the Slovakian RASFF will be the main beneficiary of the present project proposal and related activities and in particular the final beneficiaries will be the staff of both the subjects.

The general objective of the training activities are:

To intervene on the food safety in Slovak Republic

- to strengthen and update knowledge on Rapid Alert System and on risk assessment issue

As far as the following specific objectives will be reached:

- the 160 beneficiaries of the first part of RASFF under the competence of MoA and of the second part of RASFF under the competence of MoH
- To enhance the knowledge about EU regulations and EU standards related to RASFF issue
- To improve the exchange of best practices implemented in other countries in the field of RASFF and risk assessment issue.

3. Activities during the reporting period

During the referring period (December 2004 – February 2005) the main activities implemented are:

- Signature of the contract and first coordination meeting
- Coordination activities by email and telephone in order to make the requested changes and define more precisely the training activities in workplan
- Second coordination meeting (28 January 2005) aiming at discussing and finalising the project workplan (Annex 1, minutes of the meeting).

The result of this first period is the following **workplan**:

Timing of the materials preparation

10 days before the training sessions will be prepared by the experts the training materials (slides, brochure, information materials, case studies analysis, etc.) translated and printed.

Schedule of the training session:

- Morning: 9-12
- Afternoon: 13-16

Subject		1° edition	2° edition	3° edition	4° edition
1ST TRAINING SESSION: EU REGULATIONS DEVELOPMENT AND IMPLEMENTATION AT NATIONAL LEVEL; MAPPING OF THE CONTROLLING AUTHORITIES FOR THE FOOD SECURITY AND CONNECTING SYSTEM; THE RASFF SYSTEM AND ITS APPLICATION; <ul style="list-style-type: none"> - EU regulations and requirements - Mapping and linking system - Rapid alert - General remarks: the changes after the accession to EU in SR, general perspectives, expectations from the TL project - Basic definitions, risk assessment, risk management, risk communication, hazard identification, hazard characterisation, exposure assessment, risk characterisation - Brief presentation of National Contact Points on alert reports in 2004 	SEDE	BRATISLAVA	BRATISLAVA	KOSICE	KOSICE
	DATE	28 feb	1 mar	15 mar	16 mar
	Expert	<ul style="list-style-type: none"> - Zilli - Lauriola P. - Paparella - PL SK 	<ul style="list-style-type: none"> - Zilli - Lauriola P. - Paparella - PL SK 	<ul style="list-style-type: none"> - Ferri - Lauriola P. - Paparella - PL SK 	<ul style="list-style-type: none"> - Ferri - Lauriola P. - Paparella - PL SK
2ND TRAINING SESSION: HACCP METHODOLOGY IN LINE WITH CODEX ALIMENTARIUS <ul style="list-style-type: none"> - Industrial self-control and application method - HACCP risk assessment - Discussion and analysis of technical aspects - Case studies - HCCP applied to the catering industry and foodstuff transport (examples form the guidelines of the Italian Ministry of Health, effects and practical 	Expert	Piumi	Piumi	Piumi	Piumi
	DATE	1 mar	2 mar	16 mar	17 mar

applications in Emilia-Romagna Region)					
3RD TRAINING SESSION: - EVALUATION OF THE GENERAL PRINCIPLES OF RISK ASSESSMENT. - RISK MANAGEMENT AND RISK COMMUNICATION; - ANALYSIS OF CASE STUDIES: experiences of intervention in situations with staphylococcus aureus, listeria monocytogenes, campylobacter, salmonella, vibrio cholerae, etc. - hg, pb, cd, mycotoxines,as, pau - PROJECT WORK PRESENTATION: general definition of specialisation area for the working group implementation and final meeting realisation.	Expert	Paparella	Paparella	Paparella	Paparella
	DATE	2 mar	3 mar	17 mar	18 mar

C. Development of high-quality evidence-based proposal on General methodical procedure of risk assessment.

➤ **1ST MEETING**
5 DAYS BRAINSTORMING MEETING

FROM MARCH 29 TH TO APRIL 2 ND	OBJECTIVES	MEANS
BRAIN STORMING Involved experts: - PL - IOTTI - BALDASSARRI - PIUMI - PAPARELLA - ZILLI	<ol style="list-style-type: none"> ANALYSIS OF THE TECHNICAL ASPECTS OF THE PROCESSES TRANSFER OF KNOW-HOW AND PRESENTATION OF THE ITALIAN SYSTEM AND METHODOLOGIES APPLIED BY THE ARPA PARTNER <i>DEVELOPMENT OF A PRELIMINARY PROPOSAL OF GENERAL METHODICAL PROCEDURE OF RISK ASSESSMENT</i> (high-quality evidence-based proposal on General methodical procedure of risk assessment in the field of chemical and microbiological contaminants. This material shall include instructions for evaluation of risk rising from microbiological and chemical contamination with particular emphasis on that part of contaminants, additives, risk rising from microbiological contamination (particularly Staphylococcus aureus, Listeria monocytogenes, Campylobacter, Vibrio cholerae, Salmonella), where is not adopted EU legislation in the area of EU limits, particularly Hg, Pb, Cd, mycotoxines, As, PAU, pathogenic microorganisms (particularly Staphylococcus aureus, Listeria monocytogenes, Campylobacter, Vibrio cholerae, Salmonella etc) and other ones (particularly HACCP in public catering premises-it is necessary to clarify), shall reflect WHO/FAO and possibly EU requirements for evaluation of this risk. IN ORDER TO PRESENT IT DURING THE FINAL SEMINAR- this preliminary proposal is prepared for 2-days meeting of IT experts with experts from PHA SR and SVFA SR 	<ul style="list-style-type: none"> - Experiences and know-how of the Italian experts - European best practices - WHO/FAO requirements - other requirements of international organisations may be taken into account <p>PRODUCTS</p> <ul style="list-style-type: none"> - PRELIMINARY PROPOSAL

➤ **2ND MEETING (2 DAYS)**
PRESENTATION OF A GENERAL METHODICAL PROCEDURE OF RISK ASSESSMENT

FROM APRIL 11 TH TO 12 TH	OBJECTIVES	MEANS
The meeting must be implemented <i>after</i> the training sessions and <i>before</i> the final seminar Involved experts: PL 5 experts defined by the donor	<ol style="list-style-type: none"> ELABORATION OF THE FINAL PROPOSAL ON RISK ASSESSMENT AND CONTROL SYSTEM TOGETHER WITH EXPERTS FROM SR DEFINITION OF THE FIELDS FOR FUTURE COLLABORATION ACTIVITIES BETWEEN ARPA AND SLOVAK REPUBLIC 	<ul style="list-style-type: none"> - Seminars materials and Project Work <p>RESULTS</p> <ul style="list-style-type: none"> - Final Proposal - Interim report

Involved experts: 1. Lauriola P. 2. Piumi 3. Paparella 4. Zilli		
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B. High professional seminar on RASFF issues

1ST DAY OF FINAL SEMINAR: 12 MAY	OBJECTIVE	MEANS
Working groups in small groups Plenary session Involved experts: 1.Lauriola P. 2. Piumi 3. Iotti 4. Paparella 5. Rilievo	<p>1. ANALYSIS AND PRESENTATION OF CASE STUDY, INDIVIDUATION OF THE BEST PRACTICES AND EXCHANGE OF EXPERIENCES WITH THE ITALIAN EXPERTS.</p> <ul style="list-style-type: none"> - the exchange of information (discussion, presentations) and experiences on functioning of different national RASFF systems (differences, their comparison, potential and real problems of RASFF functioning and how to solve them in practice) between the professional RASFF unit staff of institutions and experts from Member States (plenary session). - Case studies (working groups in small groups – 20 persons each group) 	<p>PROJECT WORK</p> <p>DISCUSSION IN SMALL THEMATIC GROUPS ABOUT CASES STUDIES AND APPLICATIONS</p> <p>PRESENTATION</p>
2ND DAY OF SEMINAR: 13 MAY Plenary session Involved experts: 1. Lauriola P. 2. Piumi 3. Iotti 4. Paparella 5. Rilievo	<p>1. SHARING OF THE GENERAL METHODOLOGICAL PROCEDURE OF RISK ASSESSMENT</p>	<p>DISCUSSION ABOUT THE RESULTS OF THE PREVIOUS DAY AND PRESENTATION OF THE GENERAL METHODOLOGICAL PROCEDURE OF RISK ASSESSMENT (PREPARED DURING ACTIVITY C).</p>

PLACE: Bratislava

160 participants (40 on each training)

- 120 from PHA SR and RPHAs
- 40 from SVFA SR, RVFAs, DFVAs

Months/Activity		A. Training 1° course Bratislava	A. Training 2° course Bratislava	A: Training 3° course Kosice	A:Training 4° course Kosice	C. 1 Internal Brain storming	C. 2 Italian- Slovakian meeting	B. Final meeting	Final report
December									
January	28								
February		28							
March		1, 2	1, 2, 3	15, 16, 17	16, 17, 18				
April						29/3-30-31- 1/4, 2	11-12		
May								12-13	
June									
July									

4. Financial statement

Breakdown of costs - Twinning Light Contract

	Action to be undertaken during the twinning light project	Costs in Euro					
		Pers.	Units	Unit cost	Total cost	cost incurred	funds remaining
BUDGET SUMMARY							
1	Project Leadership cat 2	1			25.950,00	1.625,00	24.325,00
2	STE cat 1	4			60.350,00	0	60.350,00
3	OPERATIONAL COSTS				14.000,00	0	14.000,00
	Sub-total				100.300,00	0	98.675,00
	Audit				6.000,00	0	6.000,00
	Contingencies				2.507,50	0	2.507,50
	Total				108.807,50	1.625,00	107.182,50
1	PROJECT LEADERSHIP cat 2						
	Project Leader for the Member State						
	Fees	1	23	350	8.050,00	350	7.700,00
	150% Flat rate		21	525	11.025,00	525	10.500,00
	Flights		8	400	3.200,00	400	2.800,00
	Per diems		21	175	3.675,00	350	3.325,00
	Total Project Leadership				25.950,00	1.625,00	24.325,00
2	STE cat 1						
	man days	4	74	200	14.800,00	0	14.800,00
	150% Flat rate		74	300	22.200,00	0	22.200,00

	Flights		26	400	10.400,00	0	10.400,00
	Per diems		74	175	12.950,00	0	12.950,00
	TOTAL STES				60.350,00		60.350,00
3	OPERATIONAL COSTS						
	Interpretation (lump sum)				9.000,00	0	9.000,00
	Translation of documents (lump sum)				3.000,00	0	3.000,00
	Printing materials (lump sum)				2.000,00	0	2.000,00
	Total Operational Costs :				14.000,00		14.000,00
T	GRAND SUB-TOTAL				100.300,00		
	Audit				6.000,00	0	6.000,00
	Contingencies (Maximum 2,5 % of the budget) :				2.507,50	0	2.507,50
	TOTAL BUDGET				108.807,50		107.182,50

5. Assessment of activities

During the period under consideration there has been a delay in the activities implementation, due to a period of the signature of the contract (30 November 2004) and to the impediments of the partners in the month of January.

After the final definition of the work plan, made during the first project meeting on 28th of January in Bratislava, the training has been planned and the first training course will start at the end of February.

The time remaining from now to the starting of the first training session will be utilised for the finalisation of the interventions, preparation of the materials, coordination among the experts as well as between the project partners in relation to technical aspects.

Regarding the budget, there will be little changes in some budget category, according to the Beneficiary indications and after official approval from both parties.

6. Conclusion

The objectives of definition of a precise workplan and coordination among the partners for the technical and financial aspects has been reached.

The possible problems and risks is the delay of the activities implementation, that will be overtaken in the following months.

MS Project Leader
Signature
