

APPENDIX X

PROPOSED INFORMATION DOCUMENT FOR CCFO NEW WORK PROPOSALS

(For information)

This information document is to assist sponsors in preparing new work proposals for CCFO consideration, based on the following requirements:

- a. Section II: Elaboration of Codex Texts of the Procedural Manual of the Codex Alimentarius Commission.
 - i. Part 2 of the Procedures for the Elaboration of Codex Standards and Related Texts pertaining to critical review of Proposals to Undertake New Work or to Revise a Standard.
 - ii. Criteria for the Establishment of Work Priorities and details in Guideline on the Application of the Criteria for the Establishment of Work Priorities (Criteria Applicable to Commodities).
- b. Requirements established by CCFO16 for Proposal of New Standard or Inclusion of New Oils/Fats.
- c. CCFO26 decision that submission of new work proposals should include both a discussion paper and project document.

CHECKLIST FOR NEW WORK PROPOSALS

Items required	Note
CCFO26 decision on submission of new work proposal should include both a discussion paper and project document	
Availability of a discussion paper	
Procedures for the Elaboration of Codex Standards and Related Texts: Project Document	
Information should be provided on:	
a. the purpose and the scope of the standard	
b. its relevance and timeliness	
c. the main aspects to be covered	
d. relevance to the Codex strategic objectives	
e. information on the relation between the proposal and other existing codex documents as well as other ongoing work	
f. Identification of any requirement for and availability of expert scientific advice	
g. Identification of any need for technical input to the standard from external bodies so that this can be planned for	
h. The proposed time-line for completion of the new work, including the start date, the proposed date for adoption at step 5, and the proposed date for adoption by the commission; the time frame for developing a standard should not normally exceed five years	
Criteria for the Establishment of Work Priorities: Criteria Applicable to Commodities	
a. Volume of production and consumption in individual countries and volume and pattern of trade between countries. Information should be provided on:	
▪ Volume of production, expressed in monetary terms, tons, proportion of GDP, etc.	
▪ Volume of consumption, expressed in monetary terms, tons, proportion of GDP, etc.	

Items required	Note
b. Volume and patterns of trade, including trends in trade volume and patterns, expressed in monetary terms, tons, proportion of GDP, etc.	
- between countries	
- in intra-regional trade, i.e., between or among countries of a region	
- In inter-regional trade, i.e., between or among regions	
▪ Credible sources or citations of information and/or references	
c. Diversification of national legislation and apparent resultant or potential impediments to international trade;	
d. International or regional market potential. Information should be provided on:	
▪ International and/or regional market potential; and, where necessary;	
▪ Potential of regional products to enter international trade including an analysis of current production trends as well as market potential in the foreseeable future.	
d. Amenability of the commodity to standardization. Information should be provided on:	
▪ Which quality factors are essential for the identity of the product e.g. definition, composition, etc.;	
▪ Characteristics of the commodity (e.g. differences in definition, composition, and other quality factors that may vary across countries and regions) that would have to be accommodated in the standard	
e. Coverage of the main consumer protection and trade issues by existing or proposed general standards.	
f. Number of commodities which would need separate standards indicating whether raw, semi-processed or processed, including information on the rationale for such needs	
g. Information on work already undertaken by other international organizations in this field and/or suggested by the relevant international intergovernmental body(ies), including an analysis of areas of potential complementarities, gaps, duplication, or conflict with the above activities	
Requirements Established by CCCFO16 (for Proposal of New Standard or Inclusion of New Oils/Fats)	
a. Level of international trade - volume, value and pattern of current or expected/potential trade.	
b. Scope - justification for inclusion within the scope of the Standard and evidence that the oil is to be presented in a state for human consumption.	
c. Taxonomic information - full details of all species of plant from which the oil is derived.	
d. Where appropriate, extent of difference - the extent to which the proposed new oil differs from those included in the current [Draft] Standard for Named Vegetable Oils, including for example such factors as variations in the chemical composition and/or the	

Items required	Note
physical properties and/or the nutritional aspects or properties, of the oil.	
e. In addition to the above, submissions should include any other relevant information, together with details of the proposed 'Essential Composition and Quality Factors'.	