

## PLANNING GROUP MEETING TEMPLATE

How do you prepare more than 50 rules, guidance documents, reports and studies within strict timeframes? That is what FDA is charged with doing under the Food Safety Modernization Act that was signed into law on January 4, 2011. To meet this challenge, the leadership of the FDA Foods Program has put in place a structured implementation process to ensure clearly defined roles and accountability for each FSMA deliverable, transparent prioritization of tasks based on public health impact, and streamlined decision making and clearances.

The implementation teams pictured below report directly to the senior leadership of the Foods Program, drawing fully upon all relevant expertise and capacity from across FDA but working through a streamlined matrix management system that is intended to expedite the work needed to implement FSMA.

## **Implementation Management Structure**

Implementation Executive Committee
Mike Taylor, Deputy Commissioner for Foods
(Chair)
Mike Landa, Bernadette Dunham

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Steve Solomon, Elizabeth Dickinson, David Dorsey

Strategic Communications
&
Outreach Team
Sharon Natanblut
(Team Leader)

Preventive Controls Don Kraemer (Team Leader)	Inspections & Compliance Barbara Cassens (Team Leader)	<b>Imports</b> Roberta Wagner (Team Leader)	Federal/State Integration Joe Reardon (Team Leader)	<b>Fees</b> Roxanne Schweitzer & Bob Miller (Team Leaders)	<b>Reports &amp; Studies</b> David Dorsey (Team Leader)
Produce Safety Regulation	Mandatory Recall and Recall Communications	Importer Verification & VQIP	Operational Partnership	Inspection & Auditor Fees	Reports to Congress/ Studies
Produce Safety Guidance	Administrative Enforcement Tools	Import Certification	Capacity Building		
Preventive Controls Regulation	Registration	Accredited Third- Party Certification	Training		
Preventive Controls Guidance	Frequency of Inspections	Lab Accreditation & Integrated Consortium/FERN			
Safe Food Transport	Manner of Inspection/ Food Safety Plan Review	International Capacity Building			
Food Defense	Tracing	Comparability			
Contaminants	RFR Improvements	Task A: Prior Notice			

