

## Example of an expert panel

### Criteria and procedure chosen for the selection of experts Call for toxicology experts to serve as members and temporary advisers

#### Example

Example taken from the application form of the Joint FAO/WHO Expert Committee on Food Additives (JECFA).

#### Background

The JECFA is an international expert scientific committee that is administered jointly by the FAO and the WHO.

The JECFA has met on a regular basis since 1956 to conduct scientific evaluations of food additives, contaminants, naturally occurring toxicants, and residues of veterinary drugs in food.

This call circulates widely to solicit nominations from scientists with a diversity of viewpoints from all regions of the world.



Food and Agriculture Organization  
of the United Nations



World Health  
Organization

***JOINT FAO/WHO EXPERT COMMITTEE ON FOOD ADDITIVES  
(JECFA)***

**Call for Experts by the FAO/WHO Joint Secretariat**

**Exposure Assessment: Estimating Dietary Intake of Chemicals in Food**

***Introduction***

The Joint FAO/WHO Expert Committee on Food Additives (JECFA) is an international expert scientific committee that is administered jointly by the Food and Agriculture Organization of the United Nations (FAO) and the World Health Organization (WHO). It has been meeting since 1956, initially to evaluate the safety of food additives. Its work now also includes the evaluation of contaminants, naturally occurring toxicants and residues of veterinary drugs in food.

To date, JECFA has evaluated more than 1400 food additives, approximately 35 contaminants and naturally occurring toxicants, and residues of approximately 90 veterinary drugs. The Committee has also developed principles for the safety assessment of chemicals in food that are consistent with current thinking on risk assessment and take account of recent developments in toxicology and other relevant sciences.

According to the procedure described in the joint [Call for Experts](#), the FAO/WHO Joint Secretariat establishes one joint listing of qualified experts, called a *roster* for exposure assessment (appointments are for a period of four years). Experts are selected from the roster for each meeting of JECFA to serve as members of the Committee or to assist the Secretariat with preparatory work.

***Expertise required***

For food additives, contaminants and naturally occurring toxins experts are called who

- (i.) perform food consumption studies of human populations (including specific sub-populations like children and the elderly) using validated protocols;
- (ii.) develop and apply sampling protocols and study the influence of the sampling protocols on the analytical results;
- (iii.) evaluate the comparability and reliability of analytical data received;
- (iv.) analyse the concentration of chemicals occurring in food items and evaluate data obtained statistically;
- (v.) establish and maintain databases relevant to the intake assessment of chemicals in food;
- (vi.) model/extrapolate the dietary intake of chemicals in food by humans using food consumption data; and
- (vii.) assess the intake of food chemicals by humans using a variety of techniques, including stochastic modelling.

### ***Criteria for Selection of Experts***

FAO and WHO place great value on the technical quality and independence of the participating experts as well as to the transparency of its selection process. Therefore, both organisations have developed well-defined procedures for selecting experts that promote the excellence and independence of opinions provided.

Candidates should fulfil the following basic and essential qualifications:

- advanced university/college degree in chemistry, biology, biochemistry, microbiology, food technology, food science, nutrition, mycology, toxicology, agronomy, epidemiology, veterinary science, statistical/mathematical sciences or other related scientific fields;
- at least five years experience in food safety risk assessment and the intake assessment of chemicals in food by humans;
- scientific publications in peer-reviewed journals, in particular, relevant publications within the most recent ten years; and
- leadership or invited participation in national or international scientific bodies, committees, and other expert advisory bodies pertinent to the above disciplines.

### ***Process for Selection of Experts***

Applicants' curriculum vitae will be reviewed on the basis of the criteria listed above by a selection panel consisting of three or more individuals including at least one independent, internationally recognised expert appointed by FAO/WHO. The purpose of the panel review is to determine whether an applicant meets all the essential requirements. The highly qualified individuals selected from the applicants will be placed on the roster that will be used by FAO/WHO to invite experts to JECFA meetings and/or expert consultations.

In selecting experts FAO/WHO will consider, in addition to scientific and technical excellence, diversity and complementarity of scientific backgrounds, and balanced representation from geographic regions including developing and developed countries as well as gender.

### ***Appointment of Experts***

The experts will be invited to participate only in their individual scientific capacity. No expert shall represent the position of the government of which he or she is a citizen, or of the institution with which he or she is associated. The experts designated to participate in such meetings will not receive any remuneration, however, travel costs, subsistence allowance and other related expenses will be the exclusive responsibility of FAO/WHO.

### ***Application***

Interested applicants should submit their curriculum vitae including a description of their education, work experience and a list of peer reviewed publications relevant to the factors indicated above. Do not include reprints in your submission unless specifically requested at a later date. Applicants must have a good working knowledge of English as meetings and correspondence will be in English only. Translation service at JECFA Meetings is not provided.

Before participating in meetings, candidates will be required to declare any potential interests associated with the substances that will be evaluated through completion of a standard form developed by FAO or WHO. They will be asked to indicate in writing any potential conflict of interest on their part or their spouse that may affect their scientific independence as experts including one or more of the following conditions: employment (past or present) by any commercial enterprise or private or civil sector association; a recipient of research or other study grants from such enterprises or associations; or shareholdings in commercial enterprises active in fields related to food safety. These declarations will be retained by the Joint Secretariat.

Names of selected individuals will be posted on the FAO and WHO web sites, including their affiliation.

***Deadline***

In order to be considered for the roster 2002-2006, applications should preferably be sent before **30 June 2002** to one of the addresses mentioned below. Applications after that date will be evaluated following the same procedure as described.

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