

# WORLD FOOD SAFETY DAY

## CORE COMMITTEE FRAMEWORK & COMMITMENTS DESCRIPTION

### 1. WFSD CORE COMMITTEE MEMBERSHIP CRITERIA:



APPOINTMENTS ARE MERIT-BASED, RECOGNIZING INDIVIDUAL PROFESSIONAL ACHIEVEMENTS AND CONTRIBUTIONS RATHER THAN CURRENT OCCUPATIONAL STATUS.

### 2. FRAMEWORK FOR ENGAGEMENT AND COMMITMENTS:



- 2.1. This refined summary delineates the pivotal components and elevated expectations for core committee membership, underlining the role's prestigious and independent nature designed to forge substantial advancements in the field.
- 2.2. You are entrusted to provide guidance to the WFSD Management regarding the inclusion of your professional designation and organizational affiliation in any World Food Safety Day (WFSD) communications or documentation.
- 2.3. The Core Committee's engagement is pivotal in orchestrating the strategic planning, seamless coordination, and flawless execution of the conference, ensuring its resounding success.

### 3. ROLES AND RESPONSIBILITIES OF WFSD CORE COMMITTEE MEMBERS:

#### 3.1 WFSD CONFERENCE ATTENDANCE:

Participate in World Food Safety Day events as your schedule permits, taking on the prestigious role of moderating panel discussions or contributing as a distinguished panelist, based on the alignment of your expertise and the event's thematic focus. Your

registration and presence will be complimentary, with exclusive recognition as an honored guest at the event.

#### 3.2 THEME AND TOPICS SELECTION:

Choosing the WFSD conference theme and topics that align with the goals and objectives of the World Food Safety Day.

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### 3.3 VENUE SELECTION:

Finding an appropriate venue that can accommodate attendees, speakers, and exhibitors, considering logistics, accessibility, and facilities.

### 3.4 BUDGET MANAGEMENT:

Developing and managing the conference budget, including setting registration fees, securing sponsorships, and monitoring expenses.

### 3.5 SPEAKER SELECTION:

Identifying and inviting keynote speakers, Choosing the WFSD conference theme and topics that align with the goals and objectives of the World Food Safety Day.

### 3.6 PROGRAM DEVELOPMENT:

Creating a WFSD conference program, scheduling sessions, and organizing workshops, ensuring a balanced and engaging agenda.

### 3.7 REGISTRATION AND PROMOTION:

Overseeing the registration process, promoting the WFSD conference to potential attendees, and managing communication through various channels.

### 3.8 LOGISTICS AND OPERATIONS:

Handling logistical details, such as catering, audiovisual equipment, signage, and transportation, to ensure a smooth flow of the event.

### 3.9 SPONSORSHIP AND EXHIBITORS:

Attracting sponsors and exhibitors to support the WFSD conference and showcase food safety products or services.

### 3.10 NETWORKING OPPORTUNITIES:

Organizing networking sessions, social events, and activities to encourage interaction among attendees.

### 3.11 TECHNOLOGY AND ONLINE PRESENCE:

Utilizing technology for online registration, virtual components (if applicable), and maintaining an up-to-date conference website and social media presence.

### 3.12 EVALUATION AND FEEDBACK:

Collecting feedback from attendees and participants to assess the WFSD conference's success and identify areas for improvement.

### 3.13 COMPLIANCE AND LEGAL:

Ensuring compliance with applicable laws, contracts, and agreements, including those related to data protection, intellectual property, and safety.

### 3.14 POST-CONFERENCE ACTIVITIES:

Wrapping up the conference, preparing post-event reports, and addressing any outstanding issues.

### 3.15 FUTURE PLANNING:

Evaluating the feasibility of future World Food Safety events, considering feedback and lessons learned to enhance future events.

## 4. PROFESSIONAL ADVANTAGES OF ASSUMING THE ROLE OF A WFSD CORE COMMITTEE MEMBER:

**4.1** In recognition of your valuable contributions to the WFSD initiatives, your profile and accomplishments will be prominently featured on the World Food Safety Day website and in associated informational materials.

**4.2** As a token of our appreciation, you will receive an official certificate acknowledging your pivotal role as a Core Committee Member in the WFSD program.

**4.3** You will have the opportunity to receive a customized poster, courtesy of the WFSD Media Team, designed to highlight your involvement and leadership within the program. This personalized asset is perfect for professional and social media platforms, showcasing your dedication to food safety.

**4.4** You are invited to lend your expertise as a moderator for panel discussions or to lead workshops, providing a platform for you to share your knowledge and facilitate meaningful conversations within the food safety community.

**4.5** Your insights and messages on food safety are welcome in the form of video content, which will be leveraged by the WFSD Social Media Marketing Team to engage and educate stakeholders across the region, further amplifying the impact of the World Food Safety Day message.