

**MANAGEMENT PLAN
OF
ORANGE HOUSE PARTNERSHIP vzw
2011**

**Approved by the Management Board at its 7th meeting
on 25 March 2011 in Washington DC, USA**

MANAGEMENT PLAN OF ORANGE HOUSE PARTNERSHIP FOR 2011

MISSION STATEMENT

The mission of Orange House Partnership npo/vzw (OHP) remains essentially the same as adopted at the establishment of the Partnership in 2009 with one addition: good agriculture practices is added as a focus area. Consequently it reads now: "the mission of Orange House Partnership is to contribute to globally sustainable human and environmental safety by providing scientific expertise, assistance, advice, training and interim management in the areas of good agriculture practices, nutrition, food and chemical risk assessment and risk management to governmental authorities and the public and private sector, primarily in developing countries and emerging economies".

Orange House Partnership remains committed to the core standards of scientific excellence, independence, openness, transparency and responsiveness.

In 2010 the Management Board of OHP was extended with one additional member, subject to formal endorsement by the General Assembly. Therefore, the Management Board is composed of:

- Prof. Alan M. Goldberg, PhD, Johns Hopkins University, Baltimore, USA (Chairperson);
- Herman B.W.M.Koëter, MSc, DTox, ERT, Managing Director OHP (Executive Secretary);
- Prof Horst Spielmann, MD, PhD, Free University of Berlin, Germany, (Financial Officer);
- Michael Blackwell, DVM, MSc, Blackwell Consulting, Knoxville, USA (Member);
- Kartika T. Liotard, LL.M, Member of the European Parliament, Borculo, The Netherlands, (Member).

OVERVIEW

Orange House Partnership (OHP) is a non-profit partnership association of a growing number of international senior experts in risk assessment, risk management and agricultural science, with governmental, academic and private sector backgrounds. OHP is registered under Belgian Law as a VZW (Not for Profit Association, registered under Belgian Law; statutory registration number: BE 0811.575.046, 7 May 2009). Its experts are enthusiastic about sharing their expertise and experience without charges with professionals in countries with limited access to such sources of knowledge.

In 2011 OHP will continue to offer its services as an international global network of experts with very broad experience in the fields of chemical, microbiological and food and feed risk assessment and risk management, nutrition, laboratory animal science, health and welfare of animals and good agriculture practices. Emphasis will be on its independence by working solely with experts who have declared that they are genuinely unbiased in that they are not subject to political, economic or geographic conflicts of interest, and have in common that they want to share their extensive expertise and experience with those who need it most.

The key priorities for 2011 will be:

- (i) ensuring adequate financial and human resources to run the organisation and provide the Orange House Trust Fund Foundation (OHTFF) with the financial means which enable offering free service and advice to governmental bodies and other public institutions in developing countries and emerging economies and

- (ii) providing its services in the most efficient manner to as many developing countries as possible.

GENERAL OBJECTIVES

The general objectives of OHP in 2011 are to:

1. provide professional assistance to developing countries and emerging economies with the establishment of national or regional bodies for the assessment and management of risks for human and animal health and the environment following exposure to micro-organisms, food and feed chemicals, natural toxicants, botanicals, plant protection products, pharmaceuticals and other chemicals:
 - a. assist these countries with the introduction of surveillance and compliance monitoring systems being essential instruments for the management of such risks;
 - b. assist these countries with the training and education of professionals and students in the areas of chemical and microbiological risk assessment and risk management;
 - c. provide as broad a range of scientific and technical disciplines as possible; and
 - d. provide such assistance to such countries for free or at minimal costs.
2. In order to achieve these objectives and remain sustainable as non-profit organisation, OHP will continue to aim at achieving financial support from international organisations, governmental authorities, non-governmental organisations (NGO's) and private parties providing foreign development assistance.
3. Furthermore, OHP will aim at providing an adequate part of its human resource capacity to assist, against payment, national authorities and institutions in countries with well-established economies and to the private sector, thus generating additional financial resources to allow and secure its free services to developing countries in a sustainable manner.

SPECIFIC OBJECTIVES

Balancing paid and unpaid activities

With the aim to maximize in 2011 its free services to developing countries and emerging economies OHP will carefully balance its capacity among the earlier defined three tariff classes based on predictions related to: (i) available and expected funding and (ii) current requests for paid and unpaid assistance. In this context OHP considers all low- and lower middle- income countries as "developing countries" and upper middle income countries as "emerging economies". For 2011, countries with a Gross National Income (GNI) per capita below € 2,850 (\$3,945) per annum are considered developing countries and countries with a GNI per capita between € 2,850 (\$3,945) and € 8,830 (\$12,195) per annum as emerging economies. These criteria are harmonized with the World Bank's description of developing countries (The World Bank, 1 July 2010).

For 2011 OHP aims to balance its activities as shown in the box below:

Tariff Class	Description	Targeted percentage of total capacity
<p>Zero Tariff: This tariff will apply to all projects requested by:</p> <ul style="list-style-type: none"> (i) national authorities and institutions in developing countries with very limited resources and without project support from international organisations and (ii) national authorities and institutions in countries with emerging economies but with still limited resources. 	<p>No charges or only actual expenses</p>	<p>At least 50%</p>
<p>Reduced Tariff: This tariff will apply to all projects requested by:</p> <ul style="list-style-type: none"> (i) national authorities and institutions in developing countries with additional external project support such as from international organisations; (ii) international organisations and the European Commission; (iii) national authorities in countries with established economies on a case-by-case basis depending on the aim of the project(s) at hand; and (iv) Non-governmental organisations (NGO's) and private not-for-profit organisations. 	<p>Charges: 25-75% of the full expert fee plus actual expenses</p>	<p>At least 30%</p>
<p>Full Tariff: This tariff applies to the private sector and all projects requested by national authorities and institutions in countries with well-established economies when the project aim, or project duration, does not justify the reduced tariff.</p>	<p>Charges: 100% of the full expert fee plus actual expenses</p>	<p>No more than 20%</p>

As a basic rule, zero-tariff projects can only be accepted if adequate financial resources are available at OHP and committed to the project prior to agreement of the project work plan and budget. This limitation does not apply to reduced- and full-tariff projects as they do not require financial commitments from OHP.

Maximum Transparency

Orange House Partnership will continue to aim at full transparency of its management, operations and membership. Member experts (Management Board and Project Leadership Team) and *ad hoc* Project Experts are all experienced scientists who participate in OHP projects upon invitation and on personal title and do not represent any third party, irrespective of their current or previous affiliations. They all offer their time and knowledge generally free of charge but are reimbursed for all expenses made.

The Partnership will aim at full financial transparency by publishing on the Orange House Partnership's public website its annual financial report, audited by an external accountant before the end of May 2011. The annual financial report will also be formally submitted to the Belgian Governmental Registration Authorities for their review. Among other details the annual financial report provides information about the capacity ratio of free assistance (zero tariff) versus paid assistance (reduced and full tariff), funding received and overhead and other expenditures.

ACTIVITIES

Specific Expert Capacity and Transparency

Following an open call for experts in November 2009, all expert volunteers (currently more than 130 from North America, Europe, Asia, Oceania and Africa) will be added to a database together with their CV, Declaration of Interest (DOI), signed Code of Conduct commitment and details about their availability. The aim is to build a database of 450-500 experts before the end of 2012.

In 2011 full transparency of OHP's experts will be further optimised by:

- Publishing on the OHP website the CVs and DOIs of the Management Board and the Project Leadership Team;
- Updating these CVs and DOI's annually or more frequently as appropriate.
- Making available to the project team and the contracting party the CVs and DOI's of Project Experts who provide assistance on an *ad hoc* project basis. These CVs and DOI's will be made available also to third parties on request.

Fund Raising Activities

In order to increase the chance of receiving general financial support, subsidies and donations from national governments, the EU Commission, international organisations and charity organisations, the money flow from such support, subsidies and donations is all deposited into the Orange House Trust Fund, formally established in June 2010 as a charity foundation, managed by a separate Management Board. The objective of the Orange House Trust Fund Foundation (OHTFF) is to ensure that its financial resources are solely used for the financing of capacity-building projects and activities in developing countries. Consequently, these funds are fully separated from the financial means derived from reduced and full tariff projects. The latter resources are used to cover the running costs of the OHP, the expenditures related to meetings of the 2 Management Boards of the OHP and the OHTFF, respectively, and the costs of tariff projects and other fundraising activities. The financial surplus after securing the resources equal to the financial running costs of OHP and OHTFF for a period of 2 years is donated yearly following approval of the financial balance sheet [see document MB/M(2010)14 for details of the annual running costs of OHP].

Following the MOU agreement with UNITAR in May 2010, in 2011 efforts will be made to finalise MOU negotiations with the FAO, UNDP, UNEP, UNIDO, USDA, USAID, WB and probably WHO. In addition, close relationship will be maintained with the European Commission (AIDCO, Health and Consumer Protection) and charity NGOs such as CARE International and Oxfam and Oxfam/Novib.

Field projects

The projects and activities listed below are partly follow-up activities of projects already executed in 2010 and partly new projects the details of which are not in all cases fully available. However, for those listed as zero-tariff projects, as well as for some of the reduced-tariff projects financial commitments have already been made.

Ongoing activities

Harmonization of Food Information Systems (Reduced Tariff)

The initiative to develop of a project which is aimed at serving the consumer with modern communication technology to be better and more ethically informed about the food offered for sale, started in Spring 2010 as an own activity of OHP. The project combines two earlier announced OHP initiatives on "Fair Food" and "Harmonization of Food Information", respectively. By the end of 2010 the integrated project was fully developed [see document: D/RT(2010)6/2]. Depending on the willingness of the various stakeholders (public sector, producers, retailers and NGOs) to financially sponsor this initiative, the kick-off meeting of the project is expected in March/April. The project will likely run for 3 or 4 years.

Development of comprehensive food and agriculture safety policies for a developed country (Full Tariff)

In October 2010, OHP submitted a comprehensive proposal jointly with a local administrative entity in response to a tender by the government of the country concerned. Meanwhile, following the submission of two clarifying documents and an extensive meeting with the authorities concerned, OHP is one of two finalists competing for the project. Substantial time was spend in January, including a meeting of 4 OHP senior experts with the regulatory authorities in the country to negotiate the OHP offer. However, the decision received by the end of February was negative for OHP. It appeared that the project was awarded to the last remaining competitor who had offered to carry out the project in 6 weeks. From that offer it was concluded that the OHP proposal was of a completely different dimension.

New activities starting in January/February

Assisting the University of Khartoum, Sudan with the development of a food risk assessment education programme aiming eventually at a B.Sc and subsequent M.Sc level (Zero Tariff).

Following a one-week basic training in the area of food, feed and water risk assessment and management in November 2010, meetings are scheduled with the Dean of the Faculty of Public Health of Khartoum University and with the University of Wageningen, the Netherlands. OHP will be keynote speaker at the Conference on Medical and Health Research organised by the University of Khartoum in February. Follow-up training is foreseen in Khartoum later in the year. The project will likely run for 5-6 years.

New activities starting in March/April

Twinning intensive training workshops on classification and labelling of chemicals (GHS) in Durban and Pretoria, South Africa (Reduced Tariff)

At the request of UNITAR, South African authorities and the NGO: Responsible Packaging Management Association of South Africa (RPMASA) two 2-day training workshops on the GHS will be given in March in Durban and Pretoria, respectively. Both workshops will be finished within two weeks from the start.

Two Seminars on food safety and GMO foods, respectively in Durban and Pretoria, South Africa (Zero Tariff)

At the request of the Departments of Health and Agriculture and with the support of the South African Association for Food Science and Technology (SAAFoST) an OHP Seminar on Food Safety will be held in Durban in March at the same congress centre where the GHS

Training Workshop will take place. A second OHP Seminar, this time focussed on the safety of GMOs will be held in Pretoria in March, back to back with the Pretoria Training Workshop on the GHS. The two Seminars will be given in the second and third week of March.

New activities expected to start in April/May

Providing support to the Government Authorities in China with technical and scientific capacity building activities in the areas of agri-science, food and feed safety and management and food-producing animal health and welfare (Reduced Tariff).

Following the EU-China Trade Project/OHP project cooperation in 2009, OHP was a member of the consortium that was awarded the second EU China Trade Project (EUCTP2). Activities in 2011 will include: (i) providing risk assessment and risk management training to provincial and central authorities and (ii) contributing to a coordinated EU action programme assisting China with food safety, quality and management issues. The project will start before the Summer 2011 and will run for 4-5 years.

New activities expected to start in the second half of 2011

Assisting the University of Juba, South Sudan with basic training in the area of food and water hygiene, safety and management (Zero Tariff)

Depending on political developments in South Sudan following the referendum of January, OHP will respond positively to the request for technical and scientific assistance. Probably activities will not start before September and running time is not yet clear.

Assisting the regulatory authorities of Azerbaijan with the establishment of a food and feed safety and management approach (Zero or Reduced Tariff)

Following the FAO sponsored OHP capacity building workshop on food safety in March 2010 in Kiev, representatives of Azerbaijan indicated that they would appreciate follow-up training specifically tailored to the needs of their country. This project will follow up on that request

Follow-up training for regulatory risk assessors and risk managers of the interstate pesticides committee (CPAC) of the Central African Economic and Monetary Community (CEMAC) (Zero Tariff)

This is the scheduled follow up hands-on training of risk managers to achieve an adequate level of knowledge and understanding of risk assessment science and processes in order to be able to comprehend and interpret risk assessment outcomes and to make well-balanced risk management decisions based on these outcomes. In addition, efforts will be made to arrange for a basic scientific toxicology and risk assessment training of CEMAC government staff responsible for pesticide dossier evaluation and MRL proposals. This is part of earlier announced efforts to build adequate scientific risk assessment capacity in all 6 CEMAC countries by intensive training of (future) national experts through university education and post-doctoral training. This can only be achieved by major support and involvement of the most appropriate universities in Africa, the EU and elsewhere.

Development and organisation of series of chemical risk assessment training courses in Sub-Saharan African countries for public servants (Zero Tariff)

As a joint activity of the South African government, the Toxicology Society of South Africa (TOXSA) and, likely, with support of the Organisation for the Prohibition of Chemical Weapons (OPCW) a series of risk assessment training courses will given for governmental regulatory authorities of a number of Sub-Saharan countries. Courses are not yet scheduled but are likely not earlier than towards the end of 2011.

BUDGET

For 2011, the Management Board agreed to maintain tariff levels of 2010 for reduced and full tariff activities. Details of the tariff levels for 2011 are attached as Annex 1.

The overall budget for 2011 is still unclear and the level of revenues expected strongly depends on: (i) how soon the EUCTP2 project will start this year, and (iii) whether adequate funding will be received for the project: "Harmonization of Food Information Systems". On the other hands, expenditures are easier to predict and, consequently, in the budget proposed revenues are currently scheduled to match these expenditures. The budget figures are provided in Annex 2.

ANNEX 1

ORANGE HOUSE PARTNERHIP DAY TARIFF SCHEME 2011 (see Notes)

Full Day Tariff 2010: €3,000		Full Tariff Class	Reduced Tariff Class			Zero Tariff Class
Expert Seniority	Tariff Level		100%	75%	50%	
Management Board Members + Managing Director	100%	€3,000 (100%) (Tariff 1.1)	€2,250 (75%) (Tariff 2.1)	€1,500 (50%) (Tariff 3.1)	€750 (25%) (Tariff 4.1)	€0 (0%) (Tariff 5.1)
Project Leadership Team + Senior Experts (>25 years of experience)	70 %	€2,100 (70%) (Tariff 1.2)	€1.575 (52.5%) (Tariff 2.2)	€1050 (35%) (Tariff 3.2)	€525 (17.5%) (Tariff 4.2)	€0 (0%) (Tariff 5.2)
Senior Experts (>15 years of experience)	50%	€1,500 (50%) (Tariff 1.3)	€1,125 (37.5%) (Tariff 2.3)	€750 (25%) (Tariff 3.3)	€375 (12.5%) (Tariff 4.3)	€0 (0%) (Tariff 5.3)
Senior Experts (>7 years of experience)	35%	€1,050 (35%) (Tariff 1.4)	€789 (26.3%) (Tariff 2.4)	€525 (17.5%) (Tariff 3.4)	€264 (8.8%) (Tariff 4.4)	€0 (0%) (Tariff 5.4)
Junior Experts (>3 years of experience) and administrative support staff	25%	€750 (25%) (Tariff 1.5)	€564 (18.8%) (Tariff 2.5)	€475 (12.5%) (Tariff 3.5)	€189 (6.3%) (Tariff 4.5)	€0 (0%) (Tariff 5.5)

Notes:

General: Apart from covering actual expenses, income from activities against charged tariffs is used largely to finance projects in developing countries and emerging economies.

Zero Tariff: This tariff will apply to all projects requested by national authorities and institutions in developing countries and emerging economies with very limited resources and without project support from international organisations.

Reduced Tariff: This tariff will apply to all projects requested by: (i) national authorities and institutions in developing countries with additional external project support such as from international organisations; (ii) international organisations and the European Commission; (iii) national authorities in countries with established economies on a case-by-case basis depending on the aim of the project(s) at hand; and (iv) NGO's and private not-for-profit organisations.

Full Tariff: This tariff applies to the private sector and all projects requested by national authorities and institutions in countries with well-established economies when the project aim, or project duration, does not justify the reduced tariff.

ANNEX 3

OVERVIEW OF ALL PROJECTS AND MISSIONS

I. ZERO TARIFF PROJECTS

PROJECT NUMBER	PROJECT TITLE	START DATE	END DATE ¹	FUNDING PARTY
ZT(2009)1	Lecturing at CAAS (Beijing) and Shanghai Ocean University (Shanghai).	18.05.2009	29.05.2009	Chinese MoA; OHP
ZT(2009)2	Lecturing at the 7 th CTDC and promoting OHP in developing countries.	06.09.2009	11.09.2009	OHP
ZT(2009)3	OHP promotion tour to EC and Ministries in the Netherlands	28.10.2009	29.10.2009	OHP
ZT(2009)4	OHP promotion Harvard University (PAPSAC)	22.11.2009	23.11.2009	OHP & Harvard
ZT(2010)1	Sponsoring the "Pharmacology Havana 2010" Congress.	13.12.2010	16.12.2010	OHP & public and private sector
ZT(2010)2	Food and Feed Training in Khartoum, Sudan	22.11.2010	26.11.2010	OHP
ZT(2010)3	Food Safety Training in Durban and Johannesburg, South Africa	December 2010	[late Spring 2011]	OHP & public sector in SA

II. REDUCED TARIFF PROJECTS

RT(2009)1	Providing support to the MoH in China with the implementation of the New Food Law	28.06.2009	30.11.2009	EC; Dutch MoA and MoH; Chinese MoH
RT(2009)2	Training experts of the Chinese CAAS in food risk assessment	25.12.2009	08.05.2010	Chinese MoA; CAAS
RT(2009)3	Development of 2 guidance documents for the Swiss authorities.	01.09.2009	30.09.2010	Swiss Federal Health Office
RT(2009)4	Training course on GHS implementation in Uruguay	08.10.2009	04.06.2010	OHP; Uruguayan MoL; UNITAR
RT(2009)5	Training course on pesticides management in CEMAC	04.10.2009	28.05.2010	OHP; OPCW;

¹ Dates in square brackets are indicative dates; no dates (hyphens) means that the target end date has not (yet) been set.

	countries (Cameroon)			
RT(2010)1	Partnering in a consortium bid for EU project EUCTP2	01.01.2010	[2015]	OHP; Development Solutions.
RT(2010)2	Training in food risk analysis in Eastern Europe (Kiev)	07.01.2010	19.03.2010	FAO
RT(2010)3	Training in food risk assessment in Sudan (Khartoum)	03.02.2010	24.03.2010	FAO; Sudanese SMMO
RT(2010)4	Advising the Dutch government on strategic objectives in animal welfare	12.03.2010	12.04.2010	Dutch MoH; ZonMw
RT(2010)5	Project development "Fair Food"	22.12.2009	--	OHP; others?
RT(2010)6	Project development "Harmonization of Food Information Systems"	22.02.2010	[end 2013]	OHP; S&P and others
RT(2010)7	Lecturing and Chairing at CIFSQ Conference, Shanghai, China	10.11.2010	12.11.2010	OHP and AQSIQ
RT(2010)8	GHS Training in South Africa (Durban)	March 2011	[April 2011]	OHP and public & private sector
RT(2010)9	Development of food and agriculture safety policies for a developed country	--	--	Project was not awarded to OHP
RT(2011)1	Lecturing at the Intern Conference on Health, Khartoum, Sudan and discussing cooperation	23-28 February 2011	ongoing	OHP; University of Khartoum

III. FULL TARIFF PROJECTS

FT(2009)01	Lecturing for the senior management of Bunge on food safety and food security	09.06.2009	11.06.2009	Bunge
FT(2009)02	Health Claim Dossier evaluation	10.12.2009	24.12.2009	Bunge