

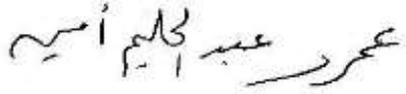
FOODQA- Fostering Academia-Industry Collaboration in Food Safety and Quality

First Technical Evaluation Report

Prepared by Prof Dr. Amr Amin

24 October 2017

Signature:

A handwritten signature in Arabic script, which appears to read "عمر عبد السلام أمين" (Amr Abd Al-Salam Amin).

Introduction

This report presents evaluation of the accomplished tasks of the project. It will present the reports prepared by each Work package along with recommended actions as needed.

Many of the findings of this report were gathered during the project's meeting that I attended in Leipzig, 11-12 September 2017 and the reports received.

WP1: Development of training materials

WP1 team prepared a report submitted a progress report.

Comments

This training material will be used for the training of students, technical workers in the food industry and all other workers in the field of food industry and technology.

The activities of this WP are as follows:

Task	Description
1.1	Definition and validation of the e-book in the e-form
1.2	Definition and validation of structure of the videos
1.3	Definition and validation of the posters
1.4	Production of 8 e-books
1.5	Production of 5 videos
1.6	Development and production of 5 posters
1.7	Validation of the training materials developed

Positive findings

The role of the partners involved in this WP is clear. Three posters were developed.

- 1- ATP swap test
- 2- Gloves usage
- 3- Worker's Safety

Three e-books were developed. Those are as follows:

1- **ISO 9001:2015**

This e-book is to increase the awareness level of top and medium management for the Standard's significance for any food (and related) company as a Business tool, as well as to present the Standard in its new and revised version of 2015.

2- **PERSONNEL HYGIENE**

This e-book is to increase the awareness level of food handlers in order to understand the importance of their role in food safety. After having completed this e-book there should be a clear understanding of what personnel hygiene really means and the way to achieve it.

3- **QUALITY MANAGEMENT TOOLS**

This e-book show important characteristic of the food industry is that, in order to cope with market needs as well as legal requirements, it has to satisfy both safety and quality criteria for its products.

WP2: Development of training courses

WP2 team prepared a progress report.

Comments

In this WP the definition and validation of the content of the training materials and courses will be carried out.

The activities of this WP are as follows:

2.1	Definitions of the educational dossiers and contents for the 8 training courses
2.2	Developments of the 8 in-room training courses
2.3.	Validation of the educational dossiers and contents for the 8 in-room training courses-pilot training courses.
2.4.	Detailed definition of the model of e-learning courses.
2.5	Definition and validation of content of the 2 e-learning courses
2.6.	Development of the 3 e-learning courses
2.7	Validation of the 2 e-learning courses
2.8	Installations of the e-library and e-learning facilities

Positive findings

Task 2.1 was completed on time. That would enable Tasks 2.2-2.8 to proceed accordingly.

Negative findings

The due date of Tasks 2.2 is M18. The progress report states that "The Educational dossier made available". Unfortunately, that was not posted on the project's web site to be verified.

WP3: Training of academia and industry

Comments

This activity will focus on the training of the academia and industry partners. All the previously prepared training and learning materials will be used to train both the industry and academia partners.

The activities of this WP are as follows:

Task	Description
3.1	Preparation of the seminars
3.2	Realisation of the seminars
3.3	Preparation of the training courses
3.4	Realisation of the training courses

General findings

All the activities of WP3 would end during the second and third year. By the end of the first year the preparation of a number of the stated seminars and training courses should be available.

WP4: Pilot of implementation of food safety and quality management systems

Comments

The establishment of food safety and quality management systems among Jordanian industries will help and support the competitiveness of these companies for regional and international business and trade.

The activities of this WP are as follows:

Task	Description
4.1	Preparation of food safety and quality management systems
4.2	implementation of food safety and quality management systems
4.3	Conduction of independent audits
4.4	Establishment of possible correction action

General findings

All the activities of WP4 would end during the second and third year. By the end of the first year, the training of the staff of the FOODQA centers should have been almost completed.

WP5: DISSEMINATION & EXPLOITATION

The dissemination of the project results in the Partner Countries will be achieved using a strategy of dissemination based in three main channels, directly related to project activities: i) Creation of the Academia –Industry Councils; ii) Realisation of 5 international seminars iii) Development of the web-portal.

The activities of this WP are as follows:

Task	Description
5.1	Definition of the web portal
5.2	Development/validation of the architecture of the web-portal.
5.3	Development and validation of the web-portal
5.4	Gathering information.
5.5	project news letter
5.6	definition of the academia-industry council.
5.7	invitations to representatives for the council
5.8	Council meeting.
5.9	Definition of the model of Associated of the FoodQA Centres

Comments

This report describes the dissemination activities occurred in first year of the project.

Positive findings

- 1- The dissemination committee is active and fulfilling its tasks.
- 2- The web-portal, newsletter, and the industry-academia council would have positive impact on the whole project
- 3- The web-portal positively uses the internet as a valid and low cost channel for communication

Negative findings

- 1- The dissemination plan is not shown and could not be assessed. This plan should show the report should state the targeted groups and the best activity (ies) that match each targeted group.
- 2- The web-portal is restricted by a password. It should include an open part to give information about the project to the targeted groups.
- 3- The number of visitors of the web-portal should be recoded.
- 4- The minutes of the council meetings should be provided.

WP 6: Quality

A specific monitoring and evaluation system will be set up by the Quality Committee (QC) to provide constant and clear information about the effectiveness of carrying out the action to the management, allowing the optimization of resources and redirection of activities which can be affected by problems.

The activities of this WP are as follows:

Task	Description
6.1	Establish the Quality committee
6.2	Develop a monitoring, evaluation, and quality plan
6.3	Write progress reports that elaborate the progress of the project and address it to the project coordinator
6.4	Hire External Monitor

Comments

The report describes the activities of the Quality Committee, WP6.

Positive findings

- 1- The quality committee is active and fulfilling its tasks.
- 2- The proposed Quality plan would have positive impact on the whole project

Negative findings

- 1- The report should state how the LFM will be used by WP6 team
- 2- Activity 6.2, the questionnaires and evaluation templates could not be found

WP7: Management

Coordinator of FooddQA is JUST which is responsible for the overall management of the project and the partnership. JUST will be responsible for its implementation according to ERASMUS+ rules, managing the budget, formulating methodology and tools for project implementation, allocating tasks, issuing working plans and guidelines, monitoring progress according to schedule, issuing of reports, organization of meetings and contacts with the Commission.

The activities of this WP are as follows:

Task	Description
7.1	Kick-off meetings and Establishment of management and operational structures
7.2	Establishment of Technical Committee (TC)
7.3	Establishment of Training and Technical Group (TTG)
7.4	Hiring External Auditors
7.5	Financial Management
7.6	Reports
7.7	Consortium Meetings

Positive findings

- 1- The Kick-off Meeting and other consortium meetings took place.
- 2- The management and operational structures was established.
- 3- The Technical Committee (TC) was established
- 4- The Training and Technical Group (TTG) was established
- 5- External Financial Auditor is hired.
- 6- The first report was prepared

Negative findings

- 1- The minutes of the meetings are missing on the website.