***Please refer to the document titled “Issue Preparation & Review – Process & Checklist” for guidance*.**

Conference for Food Protection

2020 Biennial Meeting (Rescheduled for August 2021)

Late Breaking Issue Submission Form

**A Late-Breaking Food Safety Issue must be Submitted as a Word Document
to the Executive Director of CFP at** **dmcswane.cfp@gmail.com**

**THE DEADLINE FOR SUBMITTING LATE BREAKING ISSUES IS JUNE 18, 2021**

***It is the policy of the Conference for Food Protection to not accept Issues that would endorse a brand name or a commercial proprietary process.* *Issues where brand names are used in the Issue, rationale, or solution will be rejected.***

**Late Breaking Issue Title:** *(limited to 75 characters)*

**Late Breaking Issue you would like the Conference to consider:**

**Public Health Significance:**

**Recommended Solution:**

*The Conference recommends….*

**Attachments:**

**Content Documents:** *(documents requiring Council review; approval or acknowledgement is requested in the recommended solution above)*

**Supporting Attachments:** *(documents submitted to provide background information to Council)*

**Submitter Information:**

[ ] I am a first time Issue submitter

*NOTE: checking the “first time submitter” box will enable the assigned Council Chair to contact you in advance of the Biennial Meeting to answer any questions about the process involved in presenting an Issue to Council. Checking this box is for Council Chair information only and is NOT included in the final Issue document presented to Council.*

*Contact information entered below will remain with the final Issue submission posted and archived on the CFP website.*

|  |  |  |
| --- | --- | --- |
|  | ***Contact #1*** | ***Contact #2*** |
| **Name** |  |  |
| **Organization**  |  |  |
| **Address** *(line 1)* |  |  |
| **Address** *(line 2)* |  |  |
| **City / State / Zip** |  |  |
| **E-mail** |  |  |
| **Telephone** |  |  |