*Template approved: 7/13/2021*

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**Committee Name** Click here to enter text.

**Date of Final Report:** Click here to enter a date.

**Committee Assignment:** [ ]  **Council I** [ ]  **Council II** [ ]  **Council III** [ ]  **Executive Board**

**Report Submitted By:**

**Committee Charge(s):**

**Issue # \_\_\_\_\_\_\_\_\_\_\_\_**

1.
2.
3.

**Issue # \_\_\_\_\_\_\_\_\_\_\_\_**

1.
2.
3.

**Committee Work Plan and Timeline:**

**Committee Activities: Dates of committee meetings or conference calls:**

* 1. **Overview of committee activities:**

* 1. **Charges completed and the rationale for each specific recommendation:**
		1.
		2.
	2. **Charges incomplete and to be continued to next biennium:**

**Committee Requested Action for Executive Board:**

[ ]  ***No requested Executive Board action at this time; all committee requests and recommendations are included as an Issue submittal.***

[ ]  **Board Action is required for some provision(s) of this report and therefore a verbal report needs to be presented at the Board Meeting.**

1.
2.

**Listing of CFP Issues to be Submitted by Committee:**

* 1. **Issue #1: Report – Committee Name: List of content documents submitted with this Issue: Committee Member Roster:**

[ ]  **See attached revised roster PDF** [ ]  **No changes to previously approved roster**
“Committee Members Template” (Excel) available at: www.foodprotect.org/work/ (Committee roster to be submitted as a PDF attachment to this report.)

1. **Other content documents:**
	1. **List of supporting attachments:** [ ]  **Not applicable**
		* 1.
	2. ***Committee Issue #2***:
	3. **Committee Issue #3**: