

Mission Statement and Critical Objectives

MISSION STATEMENT:

The Flavor and Extract Manufacturers Association furthers the business interests of its members through a sound scientific program designed to promote the safe use of flavors. Through effective representation of its members, FEMA fosters a global environment in which the flavor industry can create, innovate, and compete.

CRITICAL OBJECTIVES:

Science

- ♦ Achieve and maintain a consistent, scientifically valid approach to safety evaluation of flavor ingredients.
- ♦ Continue to support the ongoing role of the FEMA Expert Panel for independent evaluation of the safety-in-use of flavor ingredients.
- ♦ Assist FEMA members in having the safest workplace possible.
- ♦ Identify and address emerging issues.

Advocacy

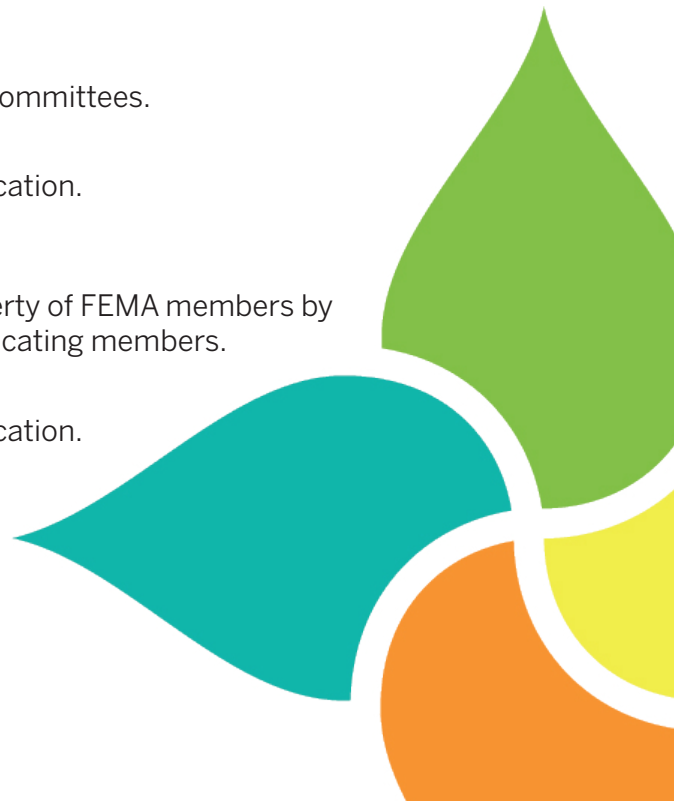
- ♦ Serve as an effective advocate for FEMA members by representing industry interests before domestic and global legislative, regulatory, and other bodies.

Communication

- ♦ Provide a forum to identify and implement solutions to industry problems.
- ♦ Communicate our performance against critical objectives.
- ♦ Communicate the status of key ongoing programs.
- ♦ Communicate the benefits of FEMA membership.
- ♦ Regularly update members on activities of the Board and Committees.
- ♦ Ensure prompt responses to member requests.
- ♦ Measure effectiveness of education, training and communication.

Intellectual Property Protection

- ♦ Promote and encourage the protection of intellectual property of FEMA members by actively responding to regulatory developments and by educating members.
- ♦ Ensure prompt responses to member requests
- ♦ Measure effectiveness of education, training and communication.



Standing Committees and Their Responsibilities



ALCOHOL TAX & TRADE COMMITTEE (ATTC)

RESPONSIBILITY:

- ♦ To track the activities of the Tax & Trade Bureau (TTB) and other regulatory agencies with respect to the use of alcohol in flavors and extracts, and to recommend action to the Board of Governors if necessary.
- ♦ The scope of the committee includes regulations and procedures for tax drawbacks, formula disclosure, investigation and inspection procedures, conflicts between agencies, impact on wine and alcoholic beverage flavors and beverage ingredient labeling.

COMMUNICATIONS & MEMBERSHIP COMMITTEE

RESPONSIBILITY:

- ♦ To keep the membership fully informed of the policies, services, and activities of the Association so that each member receives the maximum benefit of FEMA membership.
- ♦ To manage the Association website as a central source of association and industry information available to the membership and/or the public.
- ♦ To seek, as members of the Association, all qualified manufacturers of flavors and flavoring ingredients, flavor users, flavor ingredient suppliers, and other companies related to the flavor industry who are eligible for membership.
- ♦ To contact potential members and to advise the Board of Governors on matters relating to membership in the Association.

CONSUMER PRODUCT COMPANIES FORUM (CPCF)

RESPONSIBILITY:

- ♦ To provide a dialogue forum for consumer product companies affiliated with FEMA to address issues and opportunities associated with the use of flavors as ingredients in foods and beverages as well as in other consumer products, from a regulatory, scientific and trade perspective.
- ♦ The Forum discusses issues such as labeling of flavors in these products; contaminants carried over by flavors into these products; intellectual property protection issues associated with consumer product brands; and customs classifications, product registrations and alcohol taxes, when associated with consumer products that use flavors as ingredients.

EDUCATION & TRAINING COMMITTEE

RESPONSIBILITY:

- ♦ To assess FEMA members' education and training needs and to oversee the development of courses focused on the professional development of less experienced and newer FEMA members who are key to the future of the organization.
- ♦ To assist other committees to provide educational opportunities for the membership-at-large to stimulate broader participation in issues of importance to the flavor industry.
- ♦ To encourage value-based contributions from industry volunteers in the development of timely educational materials that supplement the information from industry workshops.

Standing Committees and Their Responsibilities



ENHANCED COMMUNICATIONS COMMITTEE

RESPONSIBILITY:

- ◆ To develop a strategic communications roadmap that addresses key concerns and opportunities for FEMA and its member companies.
- ◆ To assess and develop communications strategies and implementation plans for top issues that have potential impact on the flavor industry and will offer guidance to FEMA members.
- ◆ To build awareness of FEMA's role through interaction with media, NGOs, and industry advocates.
- ◆ To help the association proactively and appropriately engage with relevant audiences.

FEMA REGULATORY AFFAIRS COMMITTEE (FRAC)

RESPONSIBILITY:

- ◆ To monitor and evaluate U.S. (local/state/federal) and international legislative and regulatory initiatives that may impact the flavor industry.
- ◆ To recommend to the Board, where appropriate, responses or actions needed to represent the best interest of the flavor industry on emerging or changing regulations and/or legislation affecting the industry.
- ◆ To be responsible for reporting activities on domestic legislation to the Regulatory Advisory & Advocacy Committee (RAAC) of the International Organization of the Flavour Industry (IOFI), as well as report and make any appropriate recommendations to the RAAC on international issues affecting FEMA members, which may require action and/or coordination through the international committee.
- ◆ To provide information to members and a forum for discussion, education and training, as appropriate, regarding the impact of new legislation, recommendations for compliance with existing regulations, and the interpretation of regulations globally.

FINANCE COMMITTEE

RESPONSIBILITY:

- ◆ To prepare a budget for the Association's annual meeting.
- ◆ To make recommendations to the Board of Governors and the membership regarding the financial needs and conditions of the Association and dues of the members.
- ◆ To provide for an annual audit of the accounts of the Association.
- ◆ To provide oversight and management of the Association's reserves.

FLAVOR LABELING COMMITTEE

RESPONSIBILITY:

- ◆ To track the present labeling regulations of the FDA, USDA, and other agencies applicable to flavors, and to recommend appropriate actions to change, interpret, or implement those regulations.
- ◆ To monitor government proposals for amendment of existing regulations and to recommend the Association's position on such proposals in the interest of the membership.

Standing Committees and Their Responsibilities



OCCUPATIONAL SAFETY, HEALTH, AND ENVIRONMENT COMMITTEE (OSHE)

RESPONSIBILITY:

- ♦ To review and discuss Occupational Safety, Health, and Environmental current and common practices along with specific methods and standards for continuously improving workplace safety performance.
- ♦ To identify and/or create opportunities for improving the Occupational Safety, Health, and Environmental knowledge within FEMA member companies.
- ♦ To promote awareness of new and changing Occupational Safety, Health, and Environmental regulations globally along with applicable regulatory enforcement activities.
- ♦ To develop industry responses to governmental proposals involving Occupational, Safety, Health, and Environmental issues that may impact FEMA member companies.
- ♦ To provide the FEMA Board with recommendations for addressing regulatory compliance and other matters involving Occupational Safety, Health, and Environmental issues that may impact the flavor industry.

PROGRAM COMMITTEE

RESPONSIBILITY:

- ♦ To formulate programs for the business sessions of the Annual Convention and Symposium, including recommending and inviting speakers, coordinating travel and program details, and welcoming and hosting speakers in attendance at the meetings.
- ♦ To recommend panel discussions or other special programs to address issues of interest and importance at both annual meetings.
- ♦ To provide information to members and a forum for discussion, education and training, as appropriate, regarding the impact of new legislation, recommendations for compliance with existing regulations, and the interpretation of regulations globally.

SAFETY EVALUATION COORDINATION COMMITTEE (SECC)

RESPONSIBILITY:

- ♦ To help oversee and prioritize all safety activities of FEMA related to flavoring substances and new flavor technologies, and to provide solution-based recommendations to the FEMA Board of Governors, scientific staff, and membership for issues resolution on a global (IOFI) or national (FEMA) level.

SCIENCE COMMITTEE

RESPONSIBILITY:

- ♦ To investigate and work toward the resolution of scientific problems involving chemical composition, analysis, and specifications for ingredients used in the flavor industry.
- ♦ To plan and conduct periodic surveys of the industry to obtain current usage data on flavoring ingredients, and to review and interpret the results of such surveys.
- ♦ To provide leadership on the assessment of technologies that are most appropriate and cost effective to detect adulterated flavors.

VANILLA COMMITTEE

RESPONSIBILITY:

- ♦ To provide a forum for the open discussion of topics important and pertinent to the vanilla industry. These will include, but are not limited to, growing region production figures, supply chain issues, sustainability, and product labeling for vanilla products subject to the federal standards of identity. With the added intent that these discussions and the education provided may provide increased collaboration with other committees on issues facing the flavor industry.

The Expert Panel of the Flavor and Extract Manufacturers Association (FEMA) is the primary body for the safety evaluation of food flavorings for the flavor industry and the public through its “generally recognized as safe” (GRAS) assessment of flavoring substances. Flavoring substances are determined to be GRAS by the FEMA Expert Panel pursuant to the authority granted in Section 201(s) of the U.S. Federal Food, Drug, and Cosmetic Act, which is administered by the FDA.

The FEMA GRAS™ assessment program continually incorporates the latest scientific advances for evaluating the safety of flavoring substances. The Expert Panel’s main goal is to ensure that flavoring substances added to foods are safe for their intended use. The conclusions of the Expert Panel on GRAS status apply only to the use of a flavoring substance in food. The Expert Panel is comprised of experts in the fields of chemistry, toxicology, pharmacology, medicine, pathology, and statistics; all are also specialists in flavor safety assessment.

A critical part of the FEMA GRAS™ assessment program is the dissemination of the Expert Panel’s decisions. Since 1965, lists of flavoring substances that have been determined to be GRAS have been published in Food Technology. A comprehensive list of all the FEMA GRAS™ flavor ingredients and a list of the GRAS publications¹ are available from the FEMA office. A small number of other flavoring substances are also permitted for use in the U.S. under separate authority as provided for in the U.S. Code of Federal Regulations (CFR). The FEMA office can supply information on these substances as well as a comprehensive list of all flavor ingredients listed in the CFR. Please note that the vast majority of the substances listed in the CFR are FEMA GRAS™ substances.

A number of articles have been published on the FEMA GRAS™ program. These include descriptions of the legal and scientific bases for the program (Hallagan and Hall, 1995); the history and operations of the Expert Panel (Oser and Ford, 1991); and scientific criteria employed by the Expert Panel (Oser and Hall, 1977 and Woods and Doull, 1991; Smith et al., 2005).

In addition to evaluating new substances for GRAS status, the Expert Panel carries out comprehensive, periodic reviews of all FEMA GRAS™ flavoring substances to reaffirm GRAS status. Several safety evaluations on groups of structurally related flavoring substances have recently been published. Reviews of additional groups of substances will be published as the Expert Panel continues the GRAS reaffirmation program.

Based on the conclusions of the Expert Panel, FEMA GRAS™ flavoring substances are accepted as safe food ingredients in many countries around the world. A list of countries that accept FEMA GRAS™ flavoring substances is available from the FEMA office.

Additional information on the FEMA GRAS™ assessment program is available from Sean Taylor or Christie Harman in the FEMA office at 202-293-5800.

¹ There are a total of 24 FEMA GRAS™ publications referred to as “GRAS 3” through “GRAS 26.” The “GRAS 1” and “GRAS 2” publications were notices that did not contain lists of GRAS substances or other relevant information. All FEMA GRAS™ publications are available from the FEMA office.

Member Benefits Include:

- ♦ A unique panel of experts available to provide support and answer your questions on matters such as international, federal, and state regulatory requirements and scientific issues related to flavors. It's where to go when time and accuracy are of the essence.
- ♦ FEMA will investigate sensitive issues and provide guidance and advice to its members who may wish to remain anonymous.
- ♦ Publications and frequent electronic updates on regulatory and legislative matters to keep members and their customers updated on issues that affect the safe manufacture and use of flavors.
- ♦ Training workshops and seminars on current scientific and regulatory issues to educate members about topics impacting the industry. Recent and upcoming topics include workplace safety, flavor labeling, and the European REACH program.
- ♦ FEMA's Annual Convention and Fall Symposium provide an opportunity to meet flavor experts from raw material suppliers, flavor houses, consumer goods companies, and technology and other specialized service providers. These events help our members build knowledge, network with industry resources, and develop new contacts — they include committee meetings, updates on hot topics from FEMA staff, and discussions of important issues for the flavor industry.
- ♦ Guidance and advice to prepare members in advance of facility inspections by regulatory agencies.
- ♦ Proactive and timely information on existing and proposed regulations and requirements for flavors around the world.
- ♦ FEMA members are uniquely able to support and benefit from the respected FEMA GRASTM program, whereby the FEMA Expert Panel assesses the GRAS status of new flavor ingredients intended for use in the U.S. market. (Active members only).
- ♦ Access to the largest computerized database of scientific, regulatory, and technical information on all flavoring, saving members valuable time in searching for information.
- ♦ Flavor & Fragrance Ingredient Data Sheets (FFIDS) to assist members when preparing Material Safety Data Sheets (MSDS), offering accurate content suggestions and valuable time savings.
- ♦ Representation on FEMA's committees, where all members can play an important role in shaping industry responses to challenges and setting safety standards.
- ♦ The ability to participate in global advocacy efforts and advise emerging countries on new legislation and industry practices.
- ♦ Ability to promote your company's membership in the most respected professional group in the flavor industry.

Membership Classifications



Please use the following definition of Flavors or Flavor Ingredients to review the correct membership classification for your company: Any substance added to a product, the primary purpose of which is to modify, enhance, fortify or make more palatable that product in either taste or aroma or both, to those consuming it. For the purpose of this definition, “flavor” includes, but is not limited to, all FEMA GRAS™ materials as well as spices, essential oils, oleoresins, aromatic chemicals, fruit concentrates, extracts, and any mixtures of these materials or products based primarily upon them.

Active Class A – Flavor Producers.

The Class A Active Members of this association shall consist of such individuals, firms, and corporations that are either based in the United States, or doing business in the United States through a related business entity, and that are engaged in the manufacture or sale to unrelated parties of flavors or flavor ingredients and syrups.

Active Class B – Consumer Product Manufacturers

The Class B Active Members of this association shall consist of such individuals, firms, and corporations engaged in the use, or the manufacture and sale for their own use or use by related parties, of flavors or flavor ingredients and syrups.

Active Class C – International Members

The Class C Active Members of this association shall consist of such individuals, firms, and corporations that sell or market flavors, flavor ingredients, or syrups in the United States that are not based in the United States and do not do business in the United States through a related business entity.

Associate

Associate Members shall be such individuals, firms or corporations engaged as manufacturers, wholesalers, or suppliers associated with the flavor industry who do not otherwise qualify for active membership and who the Board of Governors of the Association shall determine to be able to assist in promoting and carrying out the purposes of the Association. Associate Members are not eligible to utilize the FEMA GRAS™ program.

Annual Membership Fee (See Attached Schedule)

Associate members pay a flat fee. Active members determine their dues according to the value of flavors sold (Class A and C members) or used (Class B) as follows:

Class A members: Report the dollar range which includes your company’s current total annual sales of:

1. All flavors and flavor ingredients manufactured in the United States; and
2. Any other flavors or flavor ingredients sold in the United States but manufactured outside the United States by an affiliated company.

You may exclude the resale of flavors or flavor ingredients manufactured by a non-affiliated company if resold in the same form without blending, processing, or any other change except repackaging.

Class B members: Report the dollar range which includes your company’s current total annual usage of flavors and flavor ingredients, both purchased and manufactured for your own use, and used in food produced within the United States, irrespective of its place of sale.

Class C members: Report the dollar range that includes your company’s current total annual sales of any flavors, flavor ingredients or syrups sold in the United States but manufactured outside the United States.

In calculating annual sales or usage of flavors, please use the most recent 12-month period for which you have actual data or reliable projections.

If your company has international sales, we ask that you consider including those sales when determining your fee category. Membership fee categories are held in confidence by the FEMA office.

Initial Invoice

Complete the following:

Membership Class

Fee Category Number

Annual Membership Fee

Amount Enclosed (25%)

Initial membership applications must be accompanied by a check for one-fourth (25%) of your annual dues. Dues for the first year will be pro-rated on a quarterly basis. The balance due will be billed according to your desired payment schedule.

Amounts paid for membership dues or assessment are not deductible as charitable contributions for federal income tax purposes. However, these amounts may be deductible as ordinary and necessary business expenses under Section 162 of the Internal Revenue Code.

Membership Application



TO THE BOARD OF GOVERNORS: The undersigned hereby makes application for membership in the Flavor and Extract Manufacturers Association, and makes the following statement in connection therewith:

Company Name

Mailing Address

City, State, Zip Code

Name of designated representative to FEMA

Title

Phone / Fax

Email

Type of membership applied for

- Active Class A – Flavor Producers
- Active Class B – Consumer Product Manufacturers
- Active Class C – International Members
- Associate

Provide a brief description of your flavor-related business: (Please continue on the reverse side of this form)

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The following FEMA member companies are known by me and have agreed to sponsor this application.
(List at least two):

COMPANY	COMPANY REPRESENTATIVE
1.	1.
2.	2.
3.	3.

If accepted for membership, I/we agree to abide by the By-Laws of the Association.

Signature of Applicant:

Date: **Title**

This application should be submitted with a completed membership fee invoice and payment of applicable membership fee.

Return to John Cox, FEMA
1101 17th Street, NW, Suite 700, Washington, DC 20036
Phone: 202-293-5800 or Fax: 202-463-8998