



EXECUTIVE COMMITTEE

Meeting ArExec/03/2022

Record of Discussions and Decisions

31 March 2022

4:30 PM Beirut / Riyadh / Kuwait / Doha / Amman | 3:30 PM Cairo / Tripoli

2:30 PM Tunis | 1:30 PM Rabat

PARTICIPANTS

Name	Country	Function	Present	Regrets
Dr. Amine Kassouf	Lebanon	President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eng. Ahmed A. Al-Bashah	Yemen	President-elect	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Prof. Samuel Godefroy	GForSS	Vice-president	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eng. Narjes Maslah El Hammar	Tunisia	Secretary	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dr. Amal Al-Rashdan	Kuwait	Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Abubakr Salama	Morocco	Member-at-large	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Elie Bou Yazbeck	Lebanon	Member-at-large	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Gouda Abdalla Ramadan Gouda	Qatar	Member-at-large	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Khalid Ghaffar	Waters Corporation - UAE	Member-at-large	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dr. Moustapha Nabeel Mohamed Ahmed	Egypt	Member-at-large	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eng. Reem Mahmoud Alqaisi	Jordan	Member-at-large	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Eng. Sakina El Khabuli	Libya	Member-at-large	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The first inaugural meeting of the Executive Committee of the Arab Section of AOAC INTERNATIONAL was held on Thursday March 31, 2022 in a virtual format via Zoom.

A. Review of the Agenda

Quorum of attendance was achieved with the presence of 10 members out of 12.

The proposed agenda was reviewed and adopted by the executive committee members attending the meeting.

B. Inaugural Speech

The meeting was launched by an inaugural speech delivered by Dr. Amine Kassouf, during which he welcomed all executive committee members and acknowledged their prompt response and acceptance to act as members of the executive committee, with a particular acknowledgment being addressed to Prof. Samuel Godefroy, the godfather of this initiative and to Dr. Elie Bou Yazbeck for his huge effort towards making this initiative a reality.

Dr. Kassouf positioned this initiative under the framework of collaboration implemented between the Arab Industrial Development, Mining and Standardization Organization (AIDSMO) and the Global Food Regulatory Science Society (GFoRSS), which will be responsible of hosting and operating the Arab Section of AOAC INTERNATIONAL, respectively. He then pursued his speech by a brief historical background about AOAC INTERNATIONAL, its mission and vision, its memberships and regional sections and concluded on the major gains that the region can expect out of this important initiative.

C. Introduction of Executive Committee Members

All present members then briefly introduced themselves. During their introductory speeches, Executive Committee Members expressed also their expectations for the section and the Arab region, where very valuable ideas were shared, to be considered for further discussions about the vision, the mission and the strategical plan of the section.

Among the introductory speeches, particularly those given by Dr. Gouda and Dr. Nabeel, Executive Committee Members expressed their vision for the section and the potential benefits for the Arab region. Among the shared ideas, the members mentioned the role the Arab section can play in enhancing analytical method harmonization between Arab laboratories, boosting and sustaining ISO 17025 accreditation in the region, organizing and implementing proficiency testing, etc. Moreover, all members discussed the importance of forging collaborations with Arab key players and stakeholders in this field such as national reference laboratories, AgriFood industries, universities, the Arab Accreditation Cooperation (ARAC), etc. On another level, members

agreed on the importance of capacity building as one of the main missions of the Arab section, through reaching out to university students, organizing training, etc. while addressing emerging hazards for the Arab region.

D. The Creation of the Arab Section of AOAC INTERNATIONAL: summary of activities

Key steps from the creation of the Arab section were shared with the Executive Committee, highlighting the numbers of actual members from Arab countries and the importance of attracting more candidates from the remaining under-represented countries.

E. Roadmap for the Operationalization of the Section

The Executive committee discussed a project for a roadmap for the operationalization of the section and agreed on the draft document, to be put into effect right away (appendix I).

F. Scheduling Next Meetings

All members agreed to organize frequent meetings, on a monthly basis, which will help boosting the creation of the section and its first activities.

G. Adjournment

The Executive Committee meeting was concluded at 6:00 PM Beirut time, 5:00 PM Cairo time and 3 PM Rabat time.

Appendix I

ROADMAP FOR THE OPERATIONALIZATION OF THE ARAB SECTION OF AOAC INTERNATIONAL

1. Operationalization of the Section's Executive Committee

- Define the frequency of meetings (2 meetings/per month for the first 3 months; then 1 meeting per month) and approve the dates.
- Creation of a WhatsApp group.

2. Discussion and Adoption of the Bylaws and the Operational Procedures

- Bylaws to be shared with the Executive Committee before the 2nd meeting.
- Bylaws to be translated to Arabic in a later stage - any amendment to be approved by the AOAC INTERNATIONAL Board of Directors.
- Operational procedures to be developed and discussed by the Executive Committee.

3. Survey about Key Priorities for the Arab Region

- To be conducted among the 70+ members of the Arab section (systematic survey with graded indicators in terms of methods development and validation needs, challenges, etc.).
- Based on results, top priorities will be defined, discussed and adopted by the Executive Committee.

4. Development of the Webpage

- Hosted by the GForSS website.
- Publish the bylaws.
- To publish list and minutes of upcoming meetings and interventions.
- ID pictures and short biography for the website.

5. Strategy of Engagement at Regional, Sub-regional and Country Levels

- Development of the memberships management system (Conditions of acceptance, online application).
- Recruitment campaign of new members for the Arab section and potentially for AOAC INTERNATIONAL also.
- Meetings with key organizations in the region.

6. Organization and structuring of the section's sponsoring and fund-raising program

- Discuss and adopt the sponsorships packages (silver, gold and platinum).

7. Organization of engagement with AOAC INTERNATIONAL

- Introduction of AOAC processes and programs through trainings, first for the Executive Committee and then for all members during the annual meeting.
