
AAFCO Structure

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2008 Feed Administrator's Seminar
Bass Lake, CA

Overview

- Purpose of AAFCO
- Stakeholders
- Organizational Overview
- Committee Purpose
- Business Flow

Reason for AAFCO

- Provides a forum for both the regulated communities and those charged with their control an opportunity to explore problems and issues encountered in the production, promotion and distribution of commercial feed products.

Foundation of AAFCO

- Provide protection for both the consumer and the industry
 - Safeguard health of man and animal
 - Facilitate fair commerce
- Provide a means to facilitate informed decisions
- Fair and unbiased

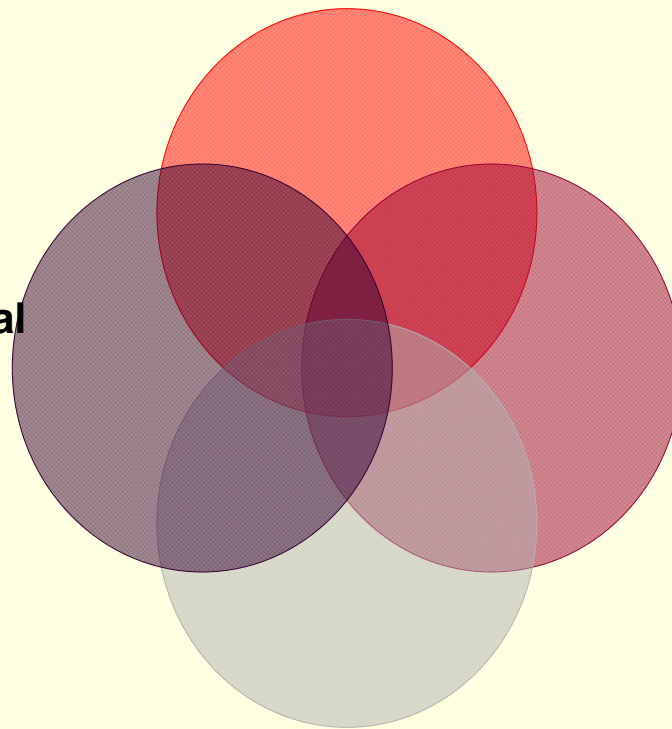
AAFCO Stakeholders

Board of Directors

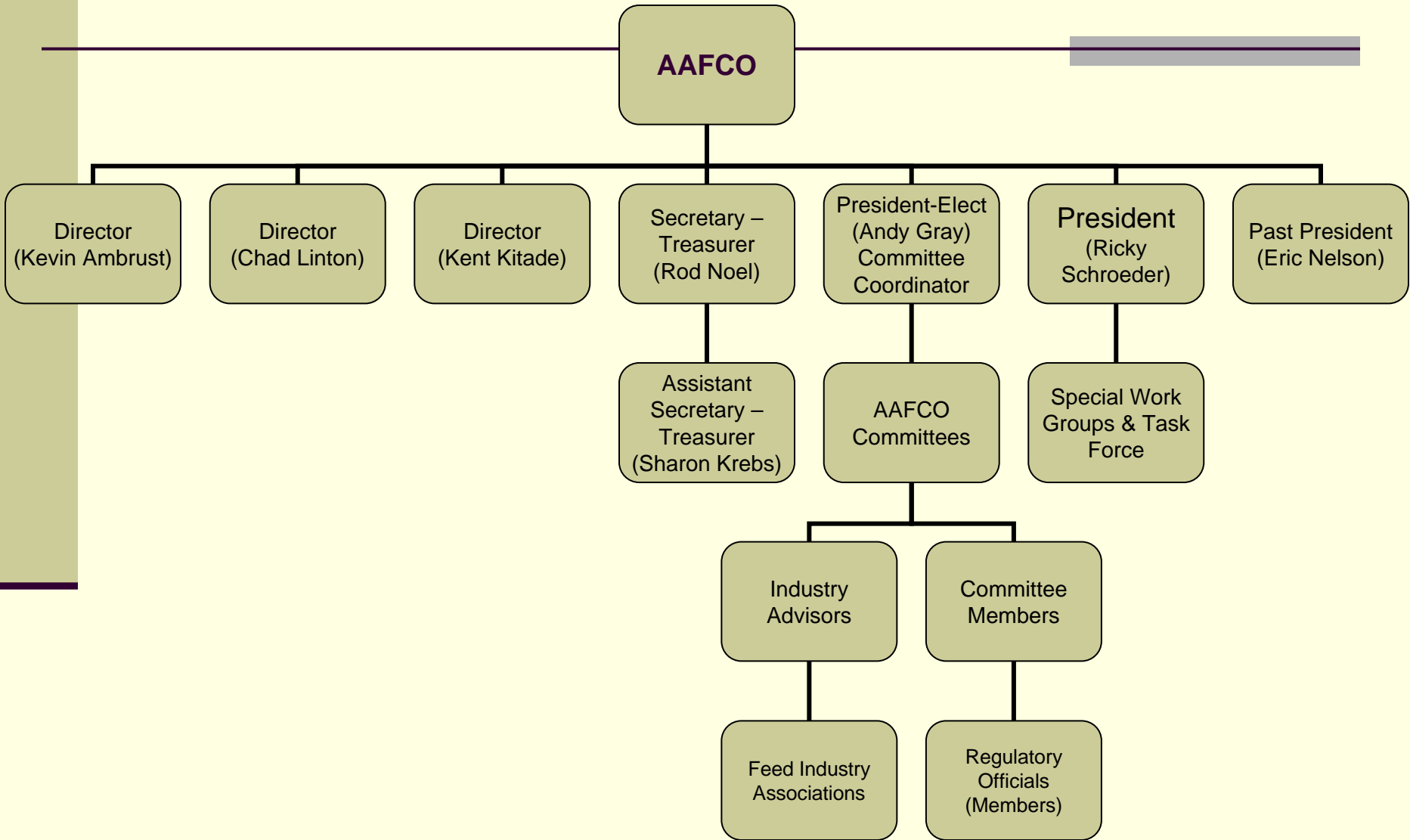
**State/Federal/Provincial
Regulatory Officials
(Members)**

Special Work Groups

**Feed Industry Affiliates
(Advisors)**



AAFCO Structure



Special Work Groups

Reporting directly to the
Board of Directors

HACCP
Task Force

FDAAA Task Force

Official Publication
Work Group

Alternative Funding
Task Force

Pet Food Task Force

Inspector Certification
Task Force

(disbanned in Jan 2008)

Investigators

Ingredient Definitions Committee

Alfalfa Products

Amino Acids

Animal Products

Barley Products

Botanicals and Herbs

Brewers Products

Chemical Preservatives

Citrus Products

Collective Terms

Cottonseed Products

Distillers Products

Drugs and Feed Additives

Enzymes

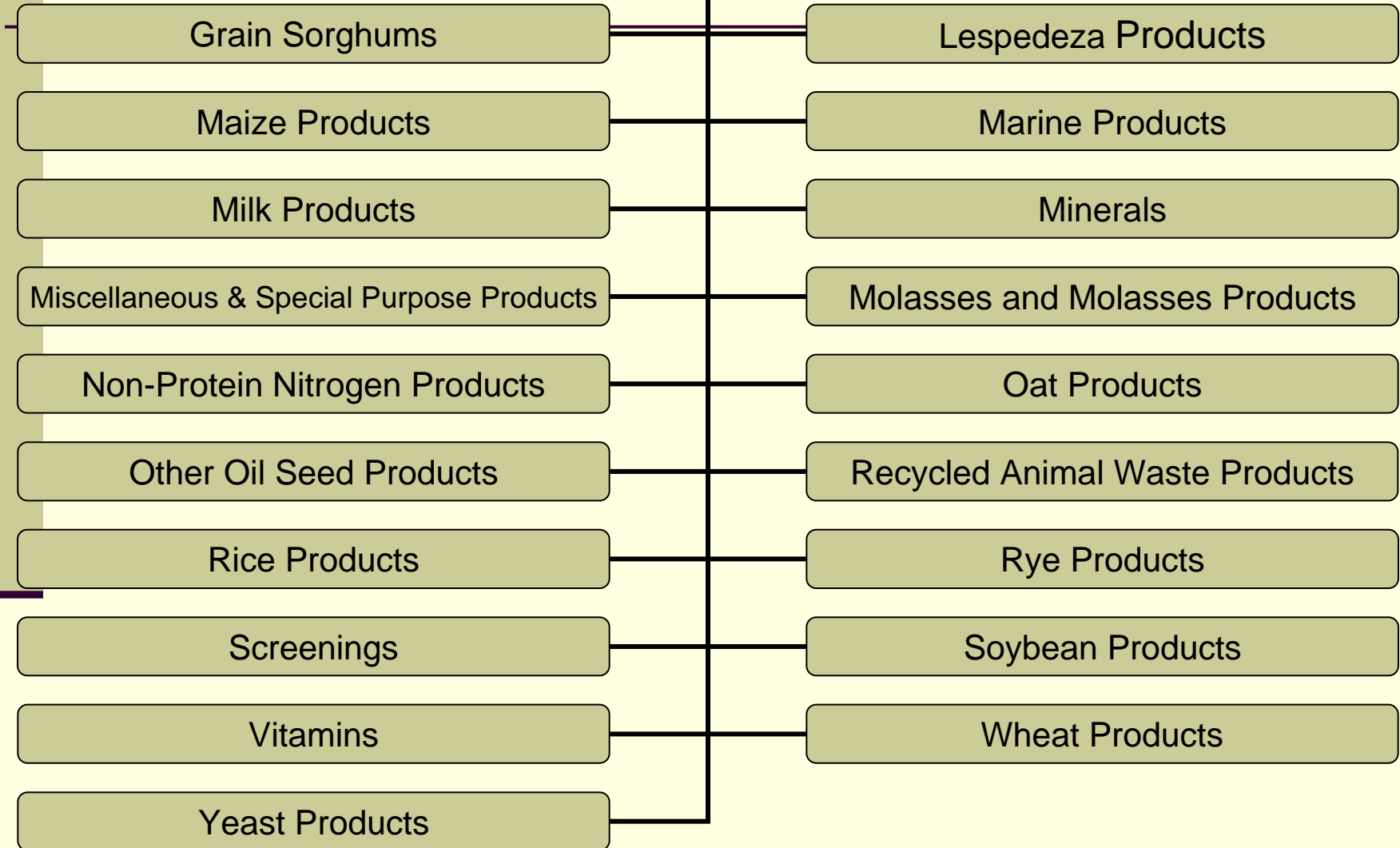
Fats and Oils

Feed Terms

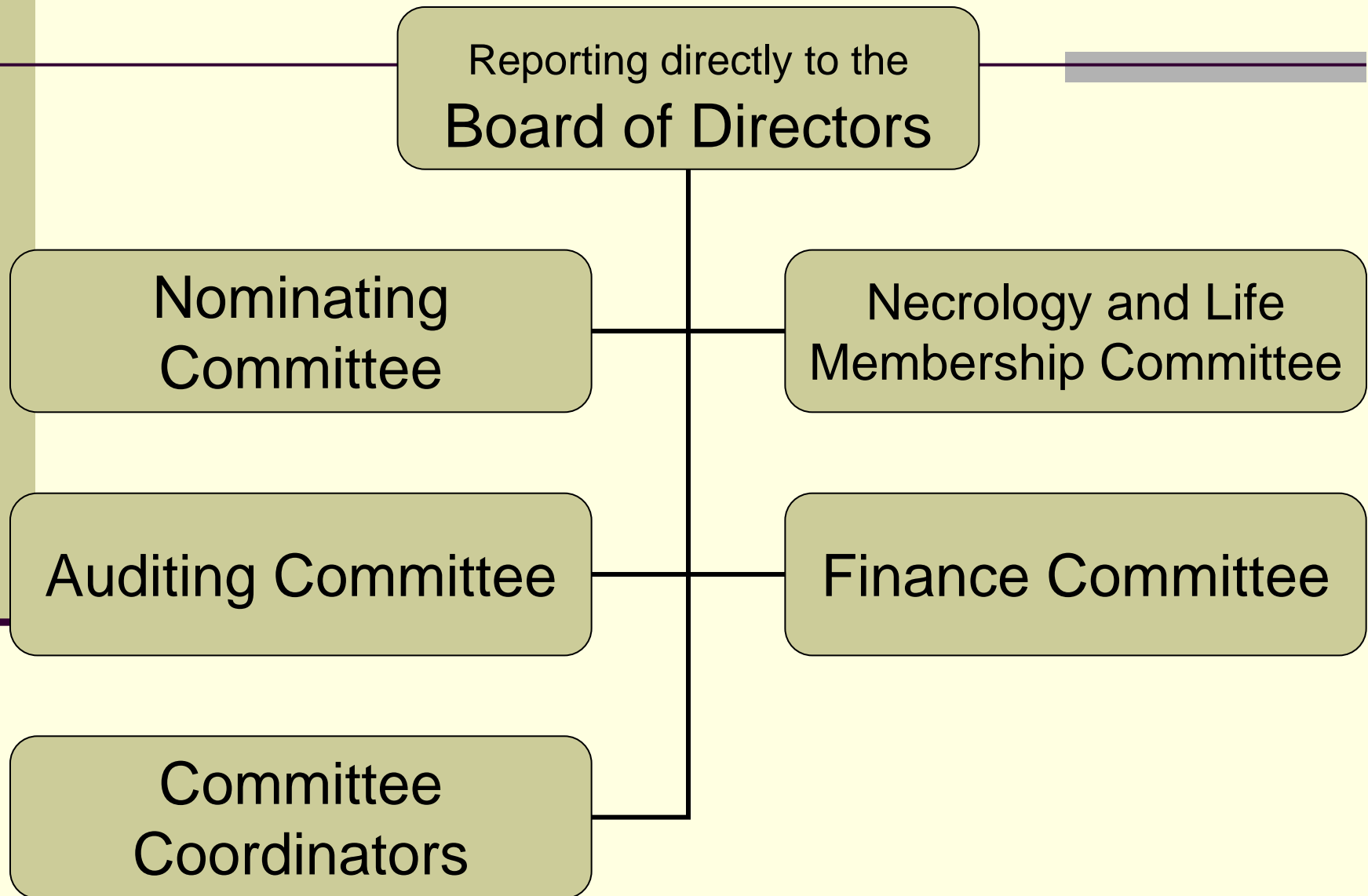
Fermentation Products

Investigators (con't)

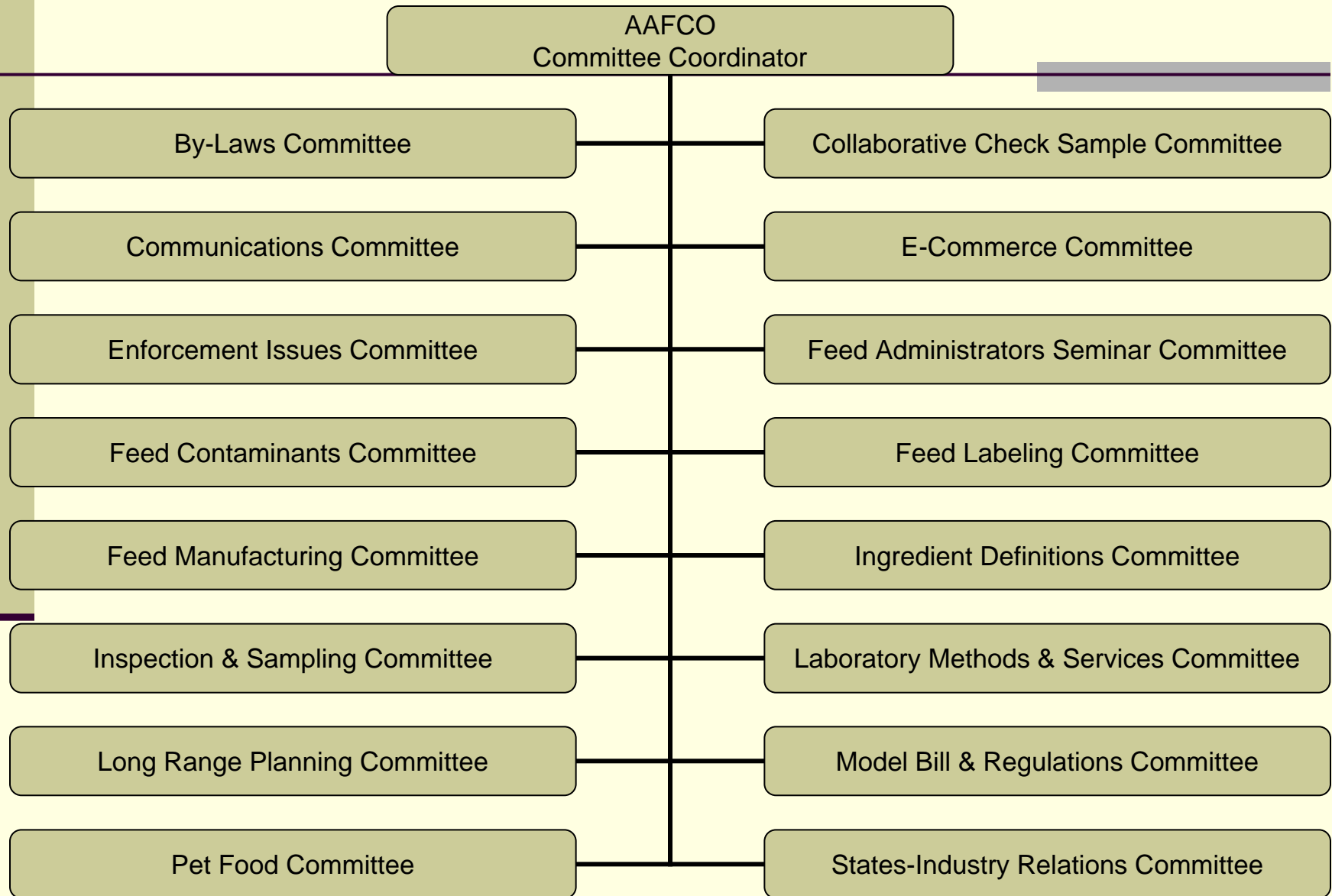
Ingredient Definitions Committee



Committee Structure



Committee Structure



Committee Purpose

- Preserve committee charge and purpose
- Provide a forum for formal discussion of pertinent committee topics
- Provide a forum for industry to provide relevant input and concerns
- Provide a forum for member recommendations to AAFCO and to conduct formal AAFCO business
- Provide relevant information to the membership and industry through annual reports in the OP

AAFCO Business Flow Narrative

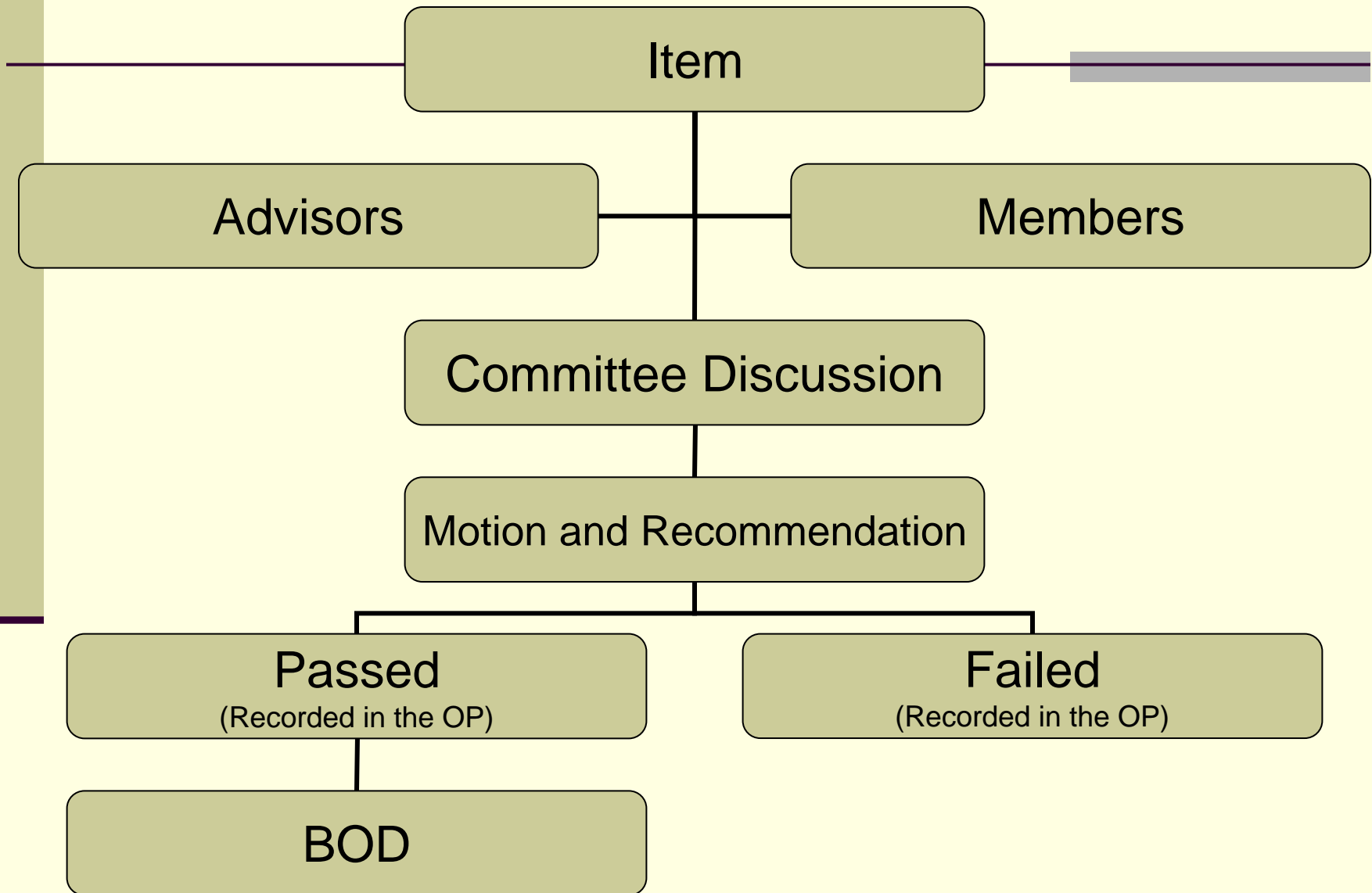
Items brought before an AAFCO committee must meet the guidelines as set forth in the “Committee Guidelines” as published in Chapter Two of the AAFCO Official Publication (OP). Items for committee consideration can be submitted by a member, an advisor, or the AAFCO Board of Directors. The association conducts business within committees and within the Board of Director’s meetings using Robert’s Rules of Order.

1. Topics are submitted to the Committee Chair as an agenda item, or are brought up in committee as “new business” within the committee for discussion by the committee. The topic is discussed and persons present are given the opportunity to comment. During the discussion, the topic is considered an “action item.” The final version of an “action item” within a committee may or may not resemble the original “action item” due to committee deliberations.
- 2. A “motion” is made (only members are allowed to make a motion) from the floor if a member believes formal action by the committee is appropriate. Only AAFCO members are allowed to vote. If a motion lacks a “second,” or fails to pass by a majority vote, the motion and the action dies for lack of interest. Any final “motion” accepted by a committee vote should include a recommendation for action before being forwarded to the AAFCO Board of Directors (BOD).
- All motions within a committee (whether they fail or pass) should show up in the committee’s annual report published in the annual OP. Annual Committee Reports are also forwarded to the entire AAFCO membership and industry for their review prior to the Annual Meeting.

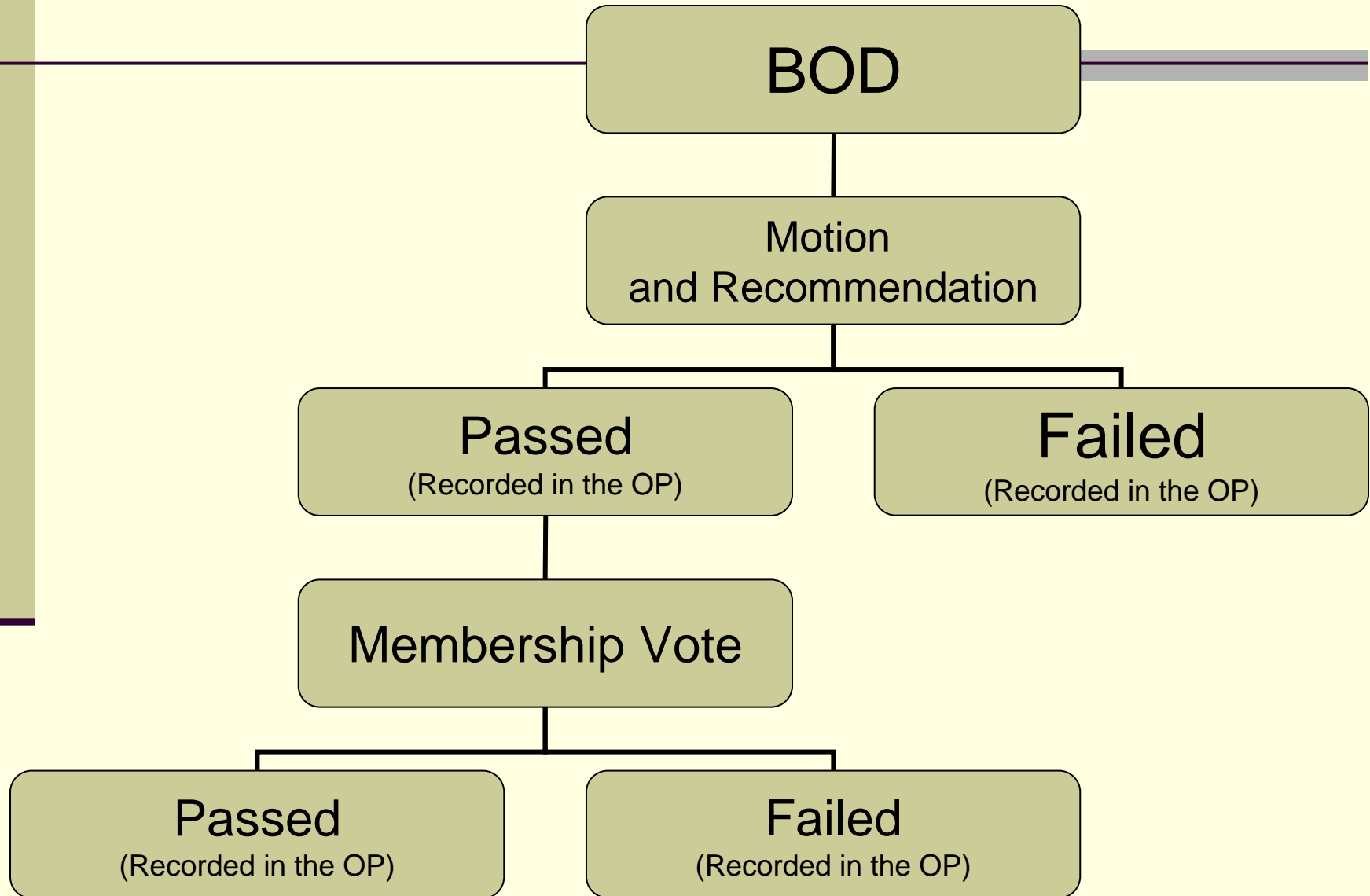
Business Flow Narrative (Con't)

- **3.** The AAFCO BOD considers the motion and the recommendation. Any action by the BOD is determined by Robert's Rules of Order.
- If the BOD determines the motion requires further research or development, or requires additional information, the BOD will send the motion back to the submitting committee.
- If the BOD determines the motion pertains to another committee, the BOD will send the motion to that committee requesting additional information. If the BOD determines the motion could possibly have a conflict with, or effect language within the Model Bill and Regulations, the BOD will forward the topic to the Model Bill and Regulations Committee.
- As action items previously sent from the BOD back to committee are returned to the BOD, they resume the normal course of business.
- **4.** Any committee action considered by the BOD is put forth to the general membership for a vote with a recommendation from the BOD. Items moved between committees do not require a vote by the membership, but will be reported as such within the Board of Director's Report and during the general session at the Annual Meeting.
- **5.** Motions are voted on by the general membership at the Annual Meeting. Regardless of the action or the result of the vote, the action by the membership will be published in the OP.
- Any motion that pertains to policy, guidelines or official model bill/regulations should include a recommendation as to where such topic is to be included within the OP. If not, the BOD will determine where to place such items within the OP.

Flow of AAFCO Business - Committee



Flow of AAFCO Business – BOD 1



Flow of AAFCO Business – BOD 2

BOD

Motion and Recommendation not accepted,
More information required or action altered
(Announced at Annual Meeting)

**Motion and
Recommendation**

Passed

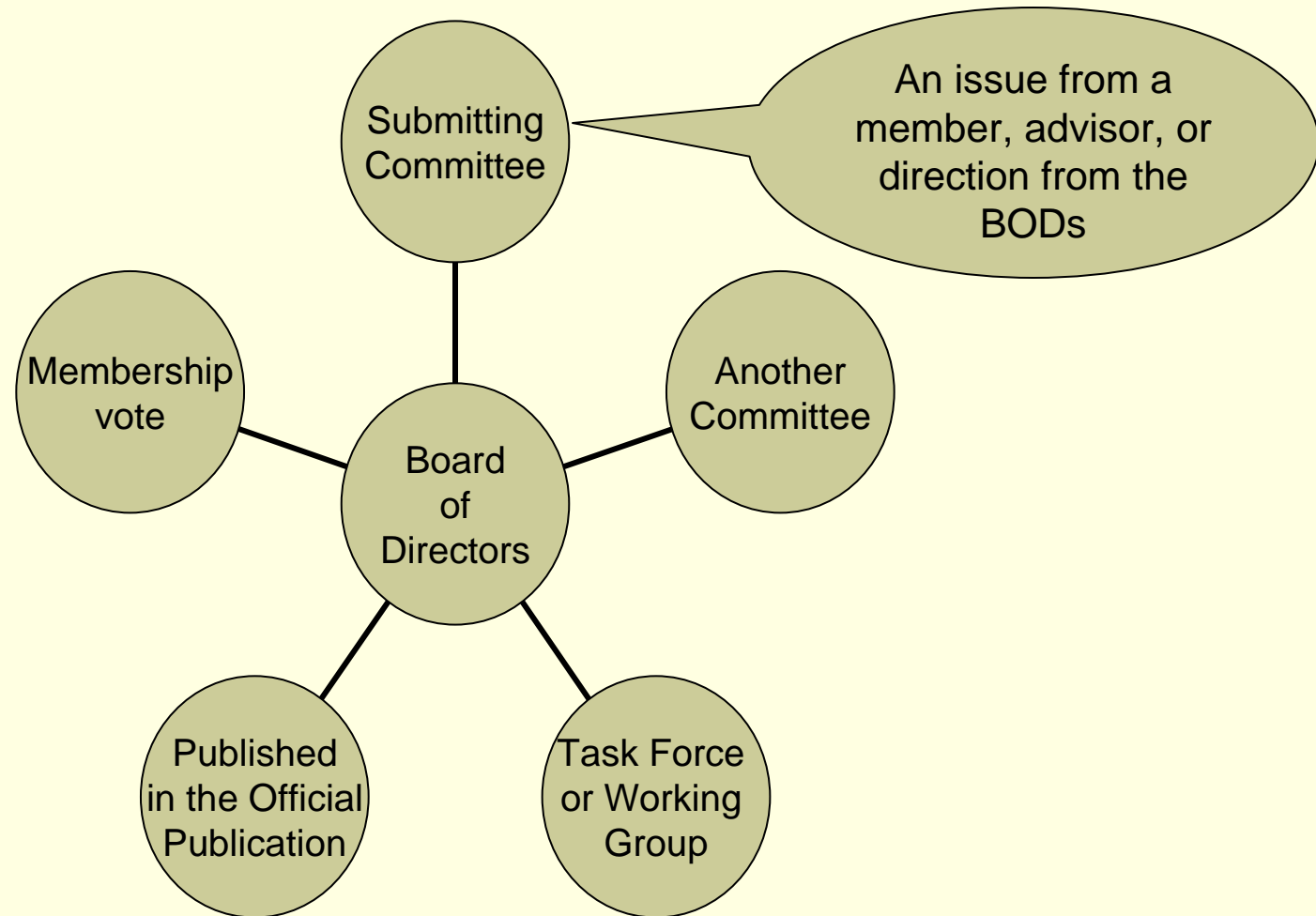
(Recorded in the OP)

Failed

(Recorded in the OP)

**Back to Committee
or Work Group**

Formal 'Motion' Flow



Issues

- Electronic voting
- Schedule of reports for publication
- Keeping members and the industry informed of current events of the association
- Timeliness of information
- Organization within the association
- Staying and keeping items on track
- Funding for an Executive Director

Formal 'Motion' Flow (2)

