

Food and Food Standards (Advisory Board) Regulations, 1995

IT is hereby notified that the Minister of Health and Child Welfare has, in terms of section 27 of the Food and Food Standards Act [*Chapter 321*], made the following regulations:—

Title

1. These regulations may be cited as the Food and Food Standards (Advisory Board) Regulations, 1995.

Interpretation

2. In these regulations—

“Board” means the Food Standards Advisory Board established in terms of section 18A of the Act.

Vacation of office

3. (1) A member shall vacate his office and his office shall become vacant—

- (a) one month after the date he gives notice in writing of his intention to resign his office or after the expiration of such shorter period as he and the Minister may agree; or
- (b) thirty days after the date he is sentenced by a court after conviction of a criminal offence and is sentenced therefor to a period of imprisonment without the option of a fine, whether or not the operation of the sentence is suspended; or
- (c) if, without the consent of the Board, he is absent from two consecutive meetings of the Board of which he has had notice; or
- (d) if he ceases to hold the qualification which was necessary in terms of subsection (1) of section 18A of the Act for his appointment.

(2) The Minister may require a member to vacate his office if the Minister is satisfied that the member—

- (a) has been guilty of conduct which renders him unfit to be a member; or

- (b) has failed to comply with the conditions of his office fixed by the Minister; or
- (c) is mentally or physically incapable of efficiently performing his duties as a member.

(3) The Minister may suspend from office a member against whom criminal proceedings are instituted for an offence in respect of which a sentence of imprisonment of six months or more without the option of a fine may be imposed and whilst that member is so suspended, he shall not carry out any duties as a member.

Meetings of Board

4. (1) The Board shall hold its first meeting on such date and at such place as the Minister may fix and thereafter the Board shall meet for the dispatch of business and adjourn, close and otherwise regulate its meetings and procedures as it thinks fit.

(2) The chairman of the Board—

- (a) may himself at any time convene a meeting of the Board;
- (b) shall, at the request in writing of the Minister or of not less than four members, convene a special meeting of the Board, which meeting shall be convened for a date not less than seven days or more than thirty days after receipt of such request.

(3) Subject to this section, the Board shall hold not less than four general meetings in each calendar year at intervals of not more than four months.

(4) If, when a meeting becomes due in terms of subsection (3), there is no urgent matter for discussion at the meeting, the chairman, with the permission of the Minister, may by notice to members, cancel the meeting:

Provided that not more than two meetings in each calendar year may be cancelled in terms of this subsection.

(5) If at a meeting of the Board, the chairman is absent, the members present may elect one of their number to preside at that meeting.

(6) A majority of members shall form a quorum at a meeting of the Board.

(7) All acts, matters or things authorized or required to be done by the Board shall be decided by consensus at a meeting of the Board at which a quorum is present.

Committees of Board

5. (1) There shall be an executive committee consisting of—

- (a) the Secretary for Health and Child Welfare; and
- (b) the Government Analyst; and
- (c) the Director of Veterinary Services; and
- (d) the Director of Research and Specialist Services;
- (e) one other member appointed by the Board;

whose function shall be to deal with the day-to-day matters that arise for the attention of the Board.

(2) The Board shall appoint one of the members of the committee referred to in subsection (1) to be the chairman of the committee.

(3) The executive committee shall not, except in cases where the Board so directs, have power to set aside or vary any decision of the Board.

(4) Any decision or action taken by the executive committee shall be reviewed by the Board at its meeting next following such decision or action.

(5) The Chairman of the Board or of the executive committee may, at any time and place, convene a meeting of the committee.

(6) The Board may establish such other committees as it considers to be necessary or desirable.

(7) A committee established in terms of subsection (6) shall consist of—

- (a) a member of the Board who shall be the chairman of the committee; and
- (b) not less than two other members who may be members of the Board, or who may be co-opted because of their

specialized knowledge of the subject to be dealt with by the committee and are, in the opinion of the committee, suitable to be members of the committee:

Provided that not more than three persons may be co-opted in terms of this paragraph as members of the committee at any time.

(8) A committee established in terms of subsection (6) shall advise the Board on any matter dealt with by the committee.

(9) The chairman of the Board shall be an *ex officio* member of the committees referred to in this section.

Ad hoc committees

6. (1) The Board may at any time appoint an *ad hoc* committee to consider any matter referred to the Board.

(2) A committee appointed in terms of subsection (1) shall consist of—

- (a) a member of the Board who shall be the chairman of the committee; and
- (b) not less than two other members who may be members of the board or may be co-opted because of their specialized knowledge on the subject to be dealt with by the committee.

(3) The chairman of the Board shall be an *ex officio* member of any committee appointed in terms of subsection (1).

Secretary to Board

7. The Secretary to the Board shall serve as secretary to all the committees established or appointed in terms of these regulations.

Remuneration and allowances

8. A member of the Board or of a committee established or appointed in terms of these regulations shall be paid from the funds set aside for that purpose such remuneration and allowances as the Minister, after consultation with the Minister responsible for finance, may fix.