Document 03

Ref. Ares(2020)1196709 - 26/02/2020

efsa European Food Safety Authority	**Work Instruction** **Terms of Reference development**	**WIN/SOP001/16**[1]
Internal only	**Effective Date:**	**Supersedes**: -

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Title of Draft Mandate: Request for technical assistance on the science of risk communication

Date: 21 February 2020

DG SANTE Unit: D.1 EFSA Unit : Communication

Quality Criteria	Points for Discussion	Agreement between SANTE/EFSA - Comments
Background	1. Explains the background including the scientific basis of the task	Explained in the background of the request for technical assistance and its annex.
	2. Explains the need for the work in relation to the broader EU interest	Explained in the background of the request for technical assistance, *i.e.* relevance of the work of EFSA WG on Social Research Methods and Advice and EFSA's experience in the field of risk communication.
	3. Specifies the legal basis for the task with reference to the relevant legislation and articles therein	The legal basis is clearly specified in the request for technical assistance, *i.e.* Article 1 point 2 of Regulation (EU) 2019/1381.
Timing	4. A timeline for delivery is indicated from the receipt of the mandate	SANTE proposes **1 year** from the date of issue of the technical assistance.
Risks	5. Any potential risks foreseen that could jeopardize the proper execution of the mandate	No risk identified
	6. Risk of issues that could emerge by delivering the requested product as specified	No risk identified
Terms of	7. The nature of the requirements is clearly stated with specific objectives	The nature of the request is clearly specified in the Terms of Reference

Reference-Objectives		accompanying the request for technical assistance (see ToRs 1-6). The nature of the request will cover the different strands of work that SANTE put forward in its initial reflection on the general plan on risk communication.
	8. Sensitivity of the topic.	
	9. Definition of level of confidentiality of any background documentation provided with the mandate	N/A

Discussed by DG SANTE Unit D.1 and EFSA Communication Unit
Agreed on (xx/xx/xxxx)