

# Strathprints Institutional Repository

## Hart, Andy and O'Hagan, Tony and Quigley, John and Bolger, Fergus (2016) Training Course on Steering an Expert Knowledge Elicitation : Final Report. [Report] , http://dx.doi.org/10.2903/sp.efsa.2016.EN-1009

This version is available at http://strathprints.strath.ac.uk/58200/

**Strathprints** is designed to allow users to access the research output of the University of Strathclyde. Unless otherwise explicitly stated on the manuscript, Copyright © and Moral Rights for the papers on this site are retained by the individual authors and/or other copyright owners. Please check the manuscript for details of any other licences that may have been applied. You may not engage in further distribution of the material for any profitmaking activities or any commercial gain. You may freely distribute both the url (http://strathprints.strath.ac.uk/) and the content of this paper for research or private study, educational, or not-for-profit purposes without prior permission or charge.

Any correspondence concerning this service should be sent to Strathprints administrator: <a href="mailto:strathprints@strath.ac.uk">strathprints@strath.ac.uk</a>



## **EXTERNAL SCIENTIFIC REPORT**

## Contract OC.EFSA.AMU.2014.03 – CT2

## **Training Course on Steering an Expert Knowledge Elicitation**

## **Final Report**

## Andy Hart\*, Anthony O'Hagan\*\*, John Quigley\*\*\*, Fergus Bolger\*\*\*\*

\*Fera Science Limited, \*\*Professor A O'Hagan Ltd.,

\*\*\*University of Strathclyde, \*\*\*\*Dr Fergus Bolger

#### ABSTRACT

EFSA's scientific expertise and capacity consists of the members of the Scientific Panels, the Scientific Committee, their Working Groups, and the Authority's own scientific staff as well as the scientists in Member State institutions working with EFSA.

The overall objective of this project was to organize and deliver high quality training courses to meet the needs identified by EFSA to implement Expert Knowledge Elicitation (EKE) approach for quantifying uncertainty in food safety risk assessment.

As outcome of the project a training course was developed on 'Steering an Expert Knowledge Elicitation'. The course covered two working days and was conducted three times during the year 2015. The three courses had 73 participants in total, whereof 17 EFSA experts, 50 EFSA Staff and 6 Network members.

This report contains a summary of the project, a technical description of the training, the final curriculum, the training materials, results from evaluation of the course by the participants, and recommendations for future training on this subject.

©Fera Science Limited, 2015

#### **KEY WORDS**

Expert knowledge elicitation, Probability judgements, Uncertainty, Parameters, Risk assessment

#### DISCLAIMER

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.

Any enquiries related to this output should be addressed to amu@efsa.europa.eu

Suggested citation: Andy Hart, Anthony O'Hagan, John Quigley, Fergus Bolger, 2015. Training Course on Steering an Expert Knowledge Elicitation. Final Report. EFSA supporting publication 2016:EN-1009, 235pp.

Available online: www.efsa.europa.eu/publications



#### SUMMARY

EFSA's scientific expertise and capacity consists of the members of the Scientific Panels, the Scientific Committee, their Working Groups, and the Authority's own scientific staff as well as the scientists in Member State institutions working with EFSA.

The overall objective of this project was to organize and deliver high quality training courses to meet the needs identified by EFSA to implement Expert Knowledge Elicitation (EKE) approach for quantifying uncertainty in food safety risk assessment.

As outcome of the project a training course was developed on 'Steering an Expert Knowledge Elicitation'. The course covered two working days and was conducted three times during the year 2015. The three courses had 73 participants in total, whereof 17 EFSA experts, 50 EFSA Staff and 6 Network members.

This report contains a summary of the project, a technical description of the training, the final curriculum, the training materials, results from evaluation of the course by the participants, and recommendations for future training on this subject.

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



### TABLE OF CONTENTS

Abstract	1
Summary	2
Table of contents	3
Appendix C. Detailed results of participants evaluation 233Background as provided by EFSA	3
Introduction and Objectives	5
Objective	5
Intended learning outcome	5
EFSA and other guidance documents and opinions	6
Materials and Methods	6
Summary of project	6
Training methodology	
Technical description of training	7
Final curriculum	7
Course tutors	
Training materials	9
Course attendance certificates	9
Results	0
Course participation	0
Overall evaluation	0
Conclusions and Recommendations	1
References 1	1
Appendices 1	2
Appendix A. List of project partners and subcontractors	
Appendix B. Final version of training materials1	3
Appendix C. Detailed results of participants evaluation	33

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



#### BACKGROUND AS PROVIDED BY EFSA

In 2011 EFSA requested the Scientific Assessment Support (SAS) Unit, now Assessment and Methodological Support Unit (AMU), that a Working Group on Guidelines for Expert Knowledge Elicitation (EKE) in food and feed safety risk assessment be set (M-2011-0234). The objective was to develop guidance for EFSA-on the use of expert knowledge and by this to complement the EFSA Guidelines on systematic review methodology. In result Guidelines for expert knowledge elicitation in food and feed safety risk assessment were produced, tested in case studies by EFSA, and discussed via public consultation and a workshop.

In June 2014 the Guidance was published. According to the mandate one task of the Guidance was to give practical advice on how to conduct an expert knowledge elicitation in the context of EFSA's risk assessments. The working group considered this by incorporating three concrete protocols into the Guidance. Nevertheless the working group noticed also that a written Guidance alone is not sufficient to put a new methodology into the practice of an institution. The procurements resulting from the present projects should therefore support EFSA in the implementation of the new Guidance by the development of curricula on "Steering an Expert Knowledge Elicitation (EKE)".

It is intended for scientists closely working for EFSA, which shall be realized in a series of in-house trainings.

This contract was awarded by EFSA to:

Contractor: Food and Environment Research Agency (FERA, now Fera Science Limited) with partners Professor A O'Hagan Ltd., University of Strathclyde and Dr. Fergus Mark Innes Bolger (private person).

Contract title: Training courses on Expert Knowledge Elicitation

Contract number: OC.EFSA.AMU.2014.03 - CT2

EFSA supporting publication 2016:EN-1009

4

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



#### **INTRODUCTION AND OBJECTIVES**

EFSA's Guidance on expert knowledge elicitation (EKE) was published in June 2014 (EFSA, 2014). The Guidance defines EKE as "systematic, documented and reviewable process to retrieve expert judgements from a group of experts in the form of a probability distribution."

This project is one of two commissioned by EFSA to develop training for EKE: a web-based training in making probability judgements and (this project) face-to-face training courses in steering an EKE.

### Objective

The objective of this project was to develop and conduct three in-house training courses on "Steering an Expert Knowledge Elicitation", especially for experts from the EFSA Scientific Committee, EFSA panels and their Working Groups, as well as EFSA scientific staff.

The purpose of the training courses is:

- to enable the understanding and practical implementation of Expert Knowledge Elicitation amongst Panel/Scientific Committee members, EFSA scientific staff and MS, and
- to strengthen the dissemination of guidance on expert knowledge elicitation amongst Panel/Scientific Committee members and EFSA scientific staff, and promote and facilitate its uptake.

The course is intended primarily for EFSA staff and experts who will be involved in steering EKE studies, i.e. as a member of the 'Steering Group' or 'Elicitation Group'.

#### Intended learning outcome

EFSA's specification for the project required that, on completing the course, participants shall be able to:

- Explain probabilistic expert judgements
- Recall the characteristics of Expert Knowledge Elicitation (EKE)
- Identify tasks in risk assessment applicable for EKE, e.g. identify priorities for EKE
- Reason the use of EKE in risk assessment
- Frame a problem for EKE
- Identify, select, and motivate experts for an elicitation
- Discuss and select the appropriate elicitation method
- Define the elicitation protocol, incl. realistic resources, adaptations and selection of elicitors
- Produce background information for an elicitation
- Decide on training needs for the experts
- Recall typical protocols using different elicitation methods (evt. software), including the Cooke method, the Delphi method and the Sheffield method
- Document and interpret results; discuss and handle risks of elicitations
- Produce a complete documentation of an EKE
- Discuss handling of confidentiality during an EKE
- Discuss issues of repeatability of an EKE.



#### EFSA and other guidance documents and opinions

The principal focus for the training was the EFSA Guidance on Expert Knowledge Elicitation (EFSA, 2014).

Examples from six major areas of EFSA's work were used as case studies in some of the practical sessions:

- Chemical risk assessment: bisphenol A (BPA), http://www.efsa.europa.eu/en/efsajournal/pub/3978.htm
- Biohazards: Ebola virus in bushmeat, <u>http://www.efsa.europa.eu/en/efsajournal/doc/3884.pdf</u>
- Nutrition: Dietary Reference Values for cobalamin (vitamin B12), http://www.efsa.europa.eu/en/efsajournal/pub/4150.htm
- Plant health: citrus black spot disease, http://www.efsa.europa.eu/en/efsajournal/pub/3557.htm
- Environmental risk assessment: Exposure of protected species of Lepidoptera to pollen from genetically modified Bt-maize, <u>http://www.efsa.europa.eu/en/efsajournal/pub/4127.htm</u>
- Animal health and welfare: Rift Valley Fever, http://www.efsa.europa.eu/en/efsajournal/doc/3180.pdf

References to additional documents used in the course are listed in the final slide of each lecture (see Training Material, below).

## MATERIALS AND METHODS

## Summary of project

The project started in December 2014 and ended in December 2015. It was undertaken by a consortium of 4 partners (Fera Science Limited, Professor A O'Hagan Ltd., University of Strathclyde, Dr Fergus Bolger) supported by 7 subcontractors (see Appendix A for a full list of partners and subcontractors and their roles in the project). All contributed to the development of the training materials. Three of the partners led the delivery of the training courses, with one of the subcontractors (Warwick University) providing backup in case of illness or non-availability. The other six subcontractors were experts from different areas of EFSA's work, who contributed to developing the case study materials for the training. All partners and subcontractors attended a rehearsal of the course in May 2015, providing feedback to improve the course design and materials.

The three courses were held in June, August and September of 2015. The course design and materials were further improved after each course, based on detailed feedback from the course participants and from EFSA staff overseeing the project. The final version of the course materials is provided in Appendix B to this report.

## Training methodology

The course was designed to provide a balanced mix of lectures with practice-oriented exercises. The practical sessions were divided into individual work, small group work and plenary discussions designed to reinforce the learning from the lectures, link it to the EFSA work area of each participant and provide individual feedback. The course content was delivered in a timetable designed to promote participants' engagement and concentration by alternating different teaching modalities (lectures, practicals, discussion) and by including timely and adequate breaks.

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



#### **Technical description of training**

The final course timetable comprised 14 hours of teaching time in 4 parts, covering the 4 sets of learning objectives specified by EFSA, plus meal and refreshment breaks. It was organised in 4 half day sessions and can be delivered in two full days, or over three days from lunch time to lunch time: the latter option was used for all 3 courses. The final version of the curriculum is shown in the following section.

Participants were asked to make the following preparations before attending the course:

- Identify which of the case studies tailor-made by the Consortium (chemical risk assessment, biohazards, environmental risk assessment, human nutrition, animal health and welfare assessment, plant health assessment) is most relevant to their own area of EFSA work and read a short briefing document on it, to be provided by the course organisers in advance.
- Bring an example from their own area of EFSA to the course: preferably a risk assessment they had recently completed, or one that was currently in progress.
- Make arrangements to be available for the entire duration of the course (e.g. arrange childcare, avoid other commitments).

At the start of the course, participants were provided with a complete set of printed course materials including the course timetable, handouts of all presentations for lectures and practicals, and templates, a spreadsheet and background information needed for the practical exercises and case studies. All the course materials were also made available to participants electronically, and the EFSA EKE Guidance is publicly available on EFSA's website.

#### Final curriculum

The final version of the curriculum, including improvements based on feedback from the three courses, is shown below.

## SESSION I. AFTERNOON OF DAY 1.

## PART 1. Problem definition: role of the Working Group

13:30	WELCOME. Course objectives and agenda
13:40	LECTURE 1. Introduction – reasons and roles for the use of EKE in EFSA risk assessments
14:05	PRACTICAL 1. Examples of expert judgement in EFSA's work
14:35	LECTURE 2. Key principles for EKE
14:55	PRACTICAL 2 - plenary. Discussion of key principles
15:10	LECTURE 3. Probabilistic expert judgements
15:35	PRACTICAL 3. Probabilistic expert judgements - work individually
15:55	Break
16:25	LECTURE 4. Identifying priority parameters for EKE

EFSA supporting publication 2016:EN-1009

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



- 17:00 PRACTICAL 4 breakout groups. Identifying priority parameters for EKE: sensitivity analysis
- 17:40 PLENARY DISCUSSION Feedback from practical
- 18:00 SESSION ENDS

**HOMEWORK** – consider how what you've learned on day 1 would apply to an example assessment from your own area of work.

## SESSION II. AFTERNOON OF DAY 1.

#### PART 2. The pre-elicitation phase: role of the Steering Group

09:00	LECTURE 5. Framing parameters for EKE
09:30	PRACTICAL 5 - breakout groups. Framing problems for EKE
09:55	PLENARY DISCUSSION - report back from breakout groups
10:15	LECTURE 6. Identifying, selecting, motivating and training experts for an elicitation
10:45	Break
11:15	PRACTICAL 6 - breakout groups. Identifying, selecting, motivating and training experts for an elicitation
11:40	PLENARY DISCUSSION - report back from breakout groups
12:00	LECTURE 7. The evidence dossier
12:15	LECTURE 8. Sheffield Method
13:00	Lunch

#### SESSION III. AFTERNOON OF DAY 2.

#### PART 3. The elicitation phase: role of the Elicitation Group

14:00	PRACTICAL 7 - breakout groups. Key aspects of steering the Sheffield method
14:30	LECTURE 9. Delphi Method
15:05	PRACTICAL 8 - breakout groups. Key aspects of steering the Delphi method
15:35	Break
16:05	LECTURE 10. Cooke Method
16:50	PRACTICAL 9 - breakout groups. Key aspects of steering the Cooke method
17:20	PLENARY DISCUSSION - report back from breakout groups

EFSA supporting publication 2016:EN-1009

8

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



#### 18:00 SESSION ENDS

**HOMEWORK** – consider how what you've learned on day 2 would apply to an example assessment from your own area of work.

### **SESSION I. MORNING OF DAY 3.**

09:00	LECTURE 11. Selecting the appropriate elicitation method
09:25	PRACTICAL 10 - breakout groups. Selecting the appropriate elicitation method
09:55	PLENARY DISCUSSION - report back from breakout groups
10:25	Break
PART 4. The p	post-elicitation phase
10:55	LECTURE 12. Documentation: repeatability, transparency and confidentiality
11:10	LECTURE 13. Advanced topics in EKE
11:35	LECTURE 14. Steering the elicitation process: review of main points
11:55	PRACTICAL 11 - work individually. Planning EKE for examples from each participant's own area of work
12:35	PLENARY DISCUSSION - opportunities and challenges for uptake in participants' work areas
10.55	

- 12:55 COURSE EVALUATION QUESTIONNAIRE.
- 13:00 COURSE ENDS

## **Course tutors**

The course tutors are shown Appendix A.

#### **Training materials**

Specific training materials were provided at each course. The training materials included the Course programme, Hand-outs of PowerPoint presentations and Materials for practical exercises. The training material was provided both on paper and electronically by email. The final version of the training materials is provided in Appendix B.

#### **Course attendance certificates**

Each participant received a course attendance certificate after the course that included the name of the participant, name of the course, dates of the course and names of the tutors. The certificates were designed by the EFSA staff overseeing the project. In future the course attendance certificates should also include learning outcomes of the course.

EFSA supporting publication 2016:EN-1009

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



## RESULTS

## **Course participation**

Recruitment of participants was carried out by EFSA. The three courses had 73 participants in total: 18 in June, 31 in August and 24 in September. The participants comprised 17 EFSA experts, 50 EFSA Staff and 6 EFSA Network members (see Figure 1).

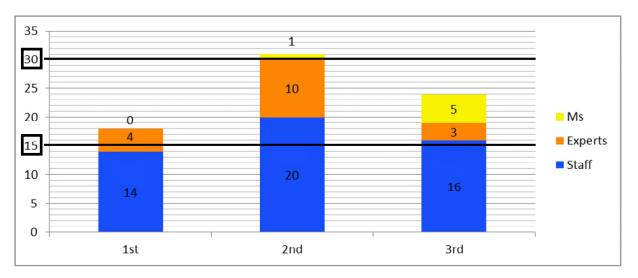


Figure 1. Breakdown of participants by course (Ms = EFSA Network members).

## **Overall evaluation**

Participants were asked by the trainers to complete a detailed questionnaire and leave it behind at the end of the course. This feedback included scores on different aspects of the training, which are summarised below in Table 1. Feedback was optional, and anonymous unless the participant wished to identify themselves in their comments.

The questionnaire also invited participants to offer text comments and/or suggestions for improving the course, which were reviewed in detail by the tutors immediately after each course. Additional feedback was obtained from participants via EFSA's training system and from EFSA staff overseeing the project.

All feedback was taken into account when revising and improving the training design and materials after each course. Overall there was a tendency for scores to increase over the three courses (Table 1). This is thought to reflect the efforts made by the consortium to improve the balance between lectures, practicals and discussion time, and to refine the content in all parts of the course.

#### EFSA supporting publication 2016:EN-1009

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



**Table 1:** Summary of participant evaluation of the three courses, obtained via in-course questionnaire. Scores are averages on a scale from 1 (low) to 5 (high). Detailed results including two additional questions (2.2 and 2.7) are in Appendix C.

Question	June	August	September
1.1 Did the course fully meet your expectations and			
requirements?	4.0	4.3	4.6
1.2 Have you reached the intended learning outcomes of			
the course?	4.2	4.0	4.5
1.3 Has the course facilitated your future work for EFSA?	4.3	4.0	4.2
2.1 Are you satisfied with the content of the course?	4.1	4.4	4.5
2.3 Are you satisfied with the balance of practical sessions			
versus lectures?	3.8	4.0	4.2
2.4 Was sufficient time allocated for discussions with			
fellow participants and tutors?	3.5	3.7	4.1
2.5 Are you satisfied with the teaching ability of the			
tutors?	4.7	4.7	4.8
2.6 Are you satisfied with the professional and technical			
competence of the tutors?	4.8	4.8	4.8
3.1 Did the overall organisation and administration			
associated with the course, prior to and during the			
training, meet your requirements?	4.5	4.5	4.7
3.2 Did the venue and training facility provided meet your			
requirements?	4.4	4.5	4.4
3.3 How relevant and user friendly were the training			
materials/hand outs?	4.5	4.3	4.6
3.4 How suitable was the scheduling, including duration,			
of the training?	3.9	3.5	4.1

## CONCLUSIONS AND RECOMMENDATIONS

Covering all the topics requested by EFSA within a 2 day course required a full agenda. Several participants commented on this and suggested increasing the proportion of time allowed for discussion. Substantial adjustments were made to moderate the intensity of the course and achieve a good balance between lectures, practicals and discussion. It is understood that if future courses are given on this subject, participants may be required to complete an e-learning module on probability judgements before attending the training. If so, consideration could be given to replacing lectures 2 and 3 of the course with a single shorter lecture, designed to refresh participants' memory of the material from the e-learning. It would be difficult to make further decreases in course time without removing technical content that would be needed by participants when steering an EKE study.

#### REFERENCES

EFSA, 2014. Guidance on Expert Knowledge Elicitation in Food and Feed Safety Risk Assessment. EFSA Journal 2014;12(6):3734. http://www.efsa.europa.eu/en/efsajournal/pub/3734.htm

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.

## APPENDICES

Organisation	Role	Personnel and main responsibilities
Fera Science Ltd. (formerly the	Lead Partner	Dr Andy Hart – course developer, tutor and
Food and Environment		project manager
Research Agency)		Imogen Foster/Paul Lansell – co-project
		managers
Professor A O'Hagan Ltd.	Partner	Professor Anthony O'Hagan – course developer
		and tutor
University of Strathclyde	Partner	Professor John Quigley – course developer and
		tutor
Fergus Bolger (private person)	Partner	Dr Fergus Bolger – course developer and tutor
Warwick University	Subcontractor	Professor Simon French – course developer and
		backup tutor (substituted for Professor Quigley
		in the August course)
Norwegian Institute of Public	Subcontractor	Dr Trine Husoy – case study expert, chemical
Health		risk assessment
University of Florida	Subcontractor	Professor Dr Ir Arie H Havelaar – case study
		expert, biohazards
Alterra	Subcontractor	Dr Theo Brock – case study expert,
		environmental risk assessment
RIVM	Subcontractor	Professor Dr Hans Verhagen – case study
		expert, human nutrition
Dr Hans-Herman Thulke	Subcontractor	Dr Hans-Herman Thulke – case study expert,
(private person)		animal health and welfare
Wageningen University	Subcontractor	Dr Wopke van der Werf, Associate Professor –
		case study expert, plant health

## Appendix A. List of project partners and subcontractors

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



**Appendix B.** Final version of training materials

EFSA supporting publication 2016:EN-1009

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.

#### PRE-COURSE EMAIL TO PARTICIPANTS

TITLE: Training Course on Steering an Expert Knowledge Elicitation [INSERT DATES HERE]: Agenda and joining instructions

## Dear colleagues

Thank you very much for registering for the EFSA training course on Steering an Expert Knowledge Elicitation (EKE), which will be held on [INSERT DATES HERE].

The course times are:

1330-1800 on [INSERT DATE HERE] (PLEASE NOTE START TIME IS 1330)

0900-1300 and 1400-1800 on [INSERT DATE HERE]

0900-1300 on [INSERT DATE HERE]

Please arrive in good time as we have a lot to get through and will start each session promptly. Also, please make any necessary arrangements to enable you to stay until the end of the sessions at 1800 on Monday and Tuesday.

The agenda for the course is attached. We will provide a printed booklet of all the lectures and practicals at the start of the course.

IMPORTANT: Before the course, please DECIDE which of the risk assessment examples you would like to work with during the practical sessions, PRINT a copy of the handout for that example, READ it before the course and BRING it with you to the course. There are 6 examples in all, and the handouts are in the zip file attached to this email. Here's a list of the practical examples:

- Chemical risk dermal exposure to bisphenol A
- Nutrition Vitamin B12 requirement
- Environmental risk GM pollen transport
- Plant health Citrus Black Spot entry pathway
- Animal Health Rift Valley Fever
- Biohazard Ebola in bushmeat

The handouts include links to the original EFSA assessments for these examples, but it is not necessary for you to look at those.

ALSO – please identify another example of a risk assessment in your own area of work, which you are personally familiar with. Ideally this would be a current assessment, or one you are about to start, but previous assessments are also okay. If you are new to EFSA, ask a colleague to suggest a relevant example. It is important that your example includes at least some quantitative aspects (e.g. an exposure calculation, a no-effect level, etc.) Please bring to the course (electronically or on paper) any documentation you need to remind yourself of the details of your example.

The only other preparation we ask you to make is to BRING A LAPTOP with you if possible, with internet access. This will be needed in some of the practicals. If this is not possible for you, you will need to work with another participant who has a laptop during those practicals.

The course is based on the EFSA EKE Guidance Document, which you can find at the following link:

http://www.efsa.europa.eu/en/efsajournal/pub/3734.htm

There is no need for you to read the Guidance before the course (it is 278 pages!). If you have a printed copy it might be useful to bring it with you, but this also is not essential. If you have read it and have any questions about it, we will be happy to discuss them during the course.

Your tutors for this course will be [INSERT NAMES AND AFFILIATIONS HERE].

We look forward to meeting you at the start of the course – please arrive promptly! If anyone has any queries before then, please email me.

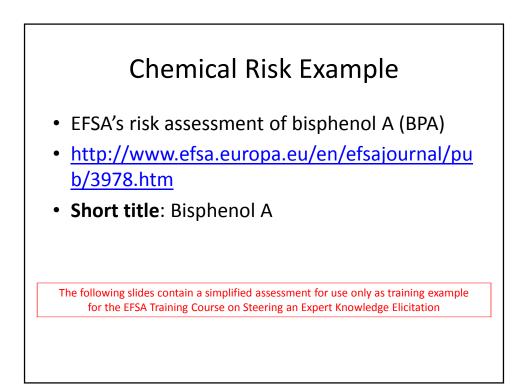
Best wishes

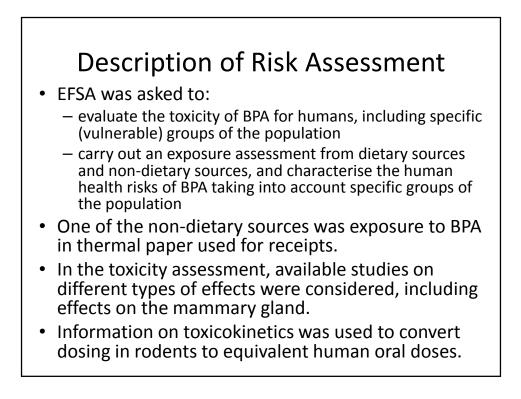
[INSERT NAME AND CONTACT DETAILS HERE]

ATTACHMENTS:

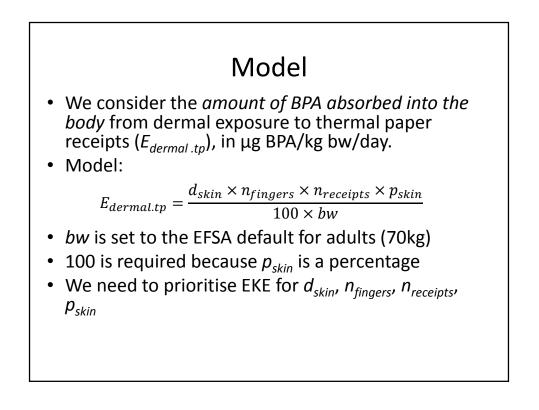
[ATTACH COURSE AGENDA HERE]

[ATTACH ZIP FILE OF CASE STUDY HANDOUTS HERE]





Parameter name	Units	
Number of fingers (n <sub>fingers</sub> )	Average number of fingers that touch receipts during handling	fingers
Number of receipts (n <sub>receipts</sub> )	Number of thermal paper receipts a person handles each day	receipts/day
Skin deposit (d <sub>skin</sub> )	The amount of BPA that remains on the skin after touching thermal paper	µg BPA per finger
Skin penetration (p <sub>skin</sub> )	The percentage of BPA on the skin that is absorbed and enters the body and the bloodstream	%



## Number of fingers

- There is no evidence or documentation on how many fingers people use to handle receipts
- It is anticipated that the handling of receipts can be very different from person to person
- As most people have 10 fingers (including thumbs), the actual number of fingers that handle individual receipts can be between 2 and 10, but the number required here is the average
- Thermal paper has BPA only on the front (printed) side
- Based on an experiment where 2 persons with inked fingers handled 4 receipts and the area of ink on the receipts was measured, a Danish study states that 'typically approx. 10 cm<sup>2</sup> of the finger pads (on 8 fingers) will be in contact with receipt when it is checked and folded with the front side turning out'

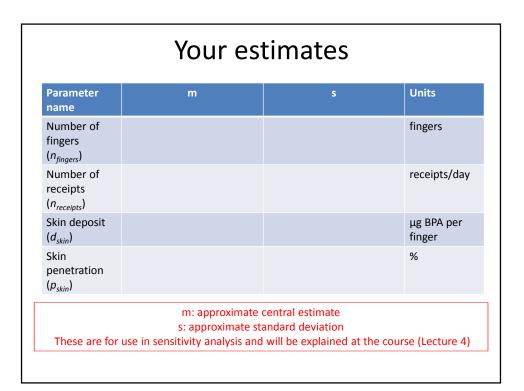
Number of receipts	
<ul> <li>There was only one study, from Denmark in 2011, providing data relevant to this parameter.</li> </ul>	,
<ul> <li>This study estimated the number of receipts used in Denmark by two methods:         <ul> <li>1220 million thermal paper receipts/year, based on numbers of credit card transactions reported by a large Danish supermarket, the total number of payment cards in Denmark, and estimates of the proportion of receipts using thermal paper</li> <li>1355-1627 million BPA receipts/year, based on a supplier's estimate of total tonnage of thermal paper delivered, the average weight of 47 sample cash register receipts, and assuming 75% by weight contains BPA.</li> </ul> </li> </ul>	
<ul> <li>The Danish population above age 12 was stated as 4.7 million</li> </ul>	
<ul> <li>It was roughly assumed that consumers who carefully check the receipts and keep them, on average handles each one 2.5 times</li> </ul>	
• BPA is also used in thermal paper used for other purposes, e.g. library receipts, queue tickets, labels, parking tickets, boarding passes, etc.	
<ul> <li>Based on the above, the Danish study estimated that:</li> </ul>	
<ul> <li>The number of BPA-containing receipts per consumer per is 0.7 per day</li> </ul>	
<ul> <li>The number handled per day is 1.8 per day (0.7x2.5)</li> </ul>	
<ul> <li>Women with children at an age where they do not shop themselves handle about double this number, i.e. 3.6 per day</li> </ul>	
<ul> <li>Other uses of thermal paper are roughly assumed to add 1 receipt/ticket per day</li> </ul>	
<ul> <li>Different conditions may apply in other EU countries</li> </ul>	

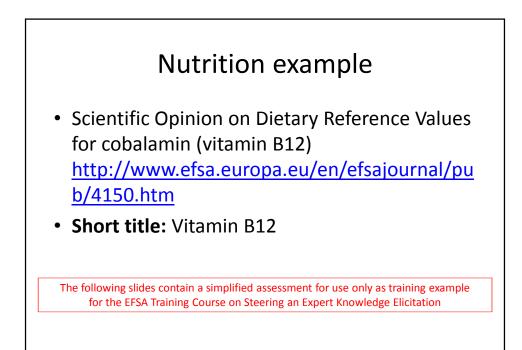
## Skin deposit

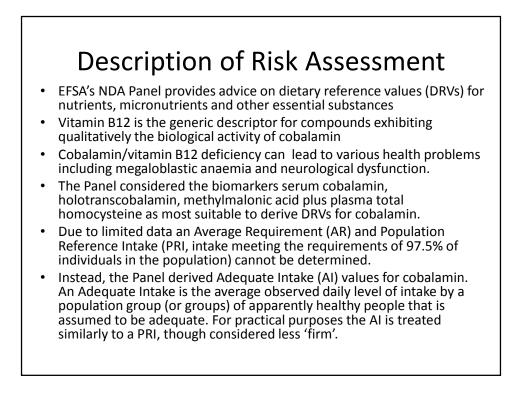
- One study available
- Factors affecting the amount of BPA deposited include:
  - duration and pressure of finger contact
  - sweating, skin hydration, oiliness of fingers
  - variable structure and BPA content of thermal papers

	ditions: dry, sli		Effect of finge	er condition*	Effect of holdi	ng behaviour*
Paper source	BPA in paper (g/kg)	Mean per finger, μg (n)	Finger condition	Mean per finger, µg (n)	Behaviour	Mean per finger, μg (n)
Lab recorder 1	11	0.13 (4)	'Standard'	0.6 (6)	Holding 1 sec	0.2 (2)
Lab recorder 2	16	0.6 (4)	Dry, clean	0.4 (4)	Holding 5 sec	0.6 (4)
	10	. ,	Humid	8.8 (2)	Low pressure 5s	0.2 (2)
Canteen		3.3 (2)	Wet	20.5 (2)	Wipe 5s	0.4 (2)
Shop 4	17	0.5 (2)	Oily	5.8 (4)	Holding 60 sec	0.6 (2)
Shop 7	15	1.1 (2)	*Paper from		3 new contacts	0.5 (2)
			and Sh		10 new contacts	0.5 (2)
					*Paper from	Recorder 2

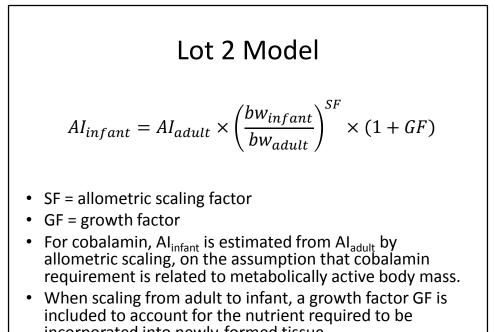
It is assume no data on t	ary considerably d that the rate c this	onstant <i>k</i> follow	s (summarised fi	rom EFSA opinion tics, but there is nents
	Study 1	Study 2	Study 4	Study 5
Skin type	pig skin from the flanks	human skin samples from breast surgery	human skin explants from abdominal region	dorsal part of the upper leg from 2 human cadavers
Number of skin sections	6 (?)	11	3	7
Skin viability		non-viable	viable skin	non-viable
Skin Section thickness		800–1000 μm	500 μm	200 µm
Applied surface density		259 μg/cm <sup>2</sup>	2.75 μg/cm <sup>2</sup>	1.82 μg/cm²
Temperature	32.0 ± 0.1 °C	≈32 °C	37 °C	30–32 °C
Method	static Franz diffusion cell	static Franz diffusion cell OECD TG 428	organ culture in Transwell cell culture inserts	flow-through Franz cell OECD TG 428
Duration of incubation	24 h	48 h	72 h	24 h
Recovery	84.3 ± 9.0 % at 10 h	82.1 %	92.6 ± 5.8 %	101.5 ± 1.6 %
Skin deposition		24.6 ± 5.8 %	41.5 ± 10.8 %	35.5 ± 6.6 %
Percutaneous penetration (mean ± SD)	4.1 % at 24 h	13.0 ± 5.4 %	45.6 ± 6.2 % at 72 h (15.2% when down- scaled to 24 h)	8.6 ± 2.1 %



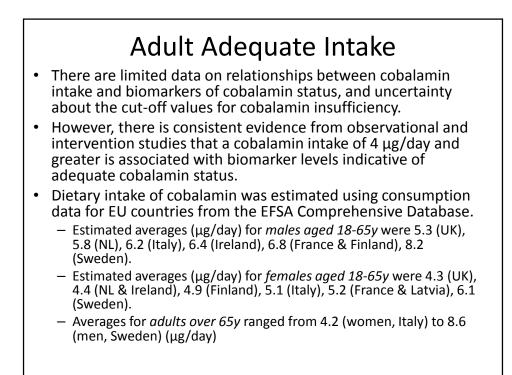




List of parameters				
Parameter name	Symbol	Description	Units	
Adult Adequate Intake	$AI_{adult}$	Adequate Intake for adults	μg/day	
Infant body weight	bw <sub>infant</sub>	Body weight of infants	kg	
Adult body weight	bw <sub>adult</sub>	Body weight of adults	kg	
Scaling factor	SF	Exponent for estimating the ratio of metabolic requirements from the ratio of body weights, for mature organisms.	dimensionless	
Growth factor	GF	Additional daily intake of cobalamin required by an EU infant aged 7-11 months compared to an EU adult, as a proportion of the amount that would be required for the infant based on scaling with body weight alone.	dimensionless	

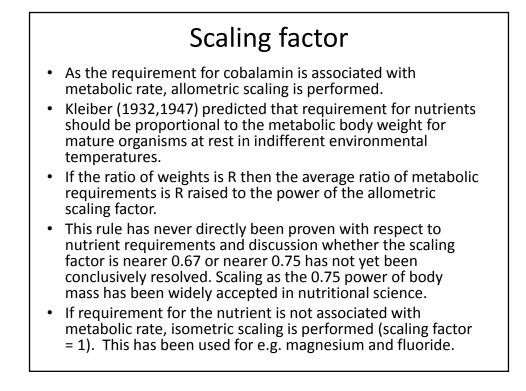


incorporated into newly-formed tissue.



<ul> <li>Infant body weight</li> <li>The Panel based its assessment on weight-for-age values from WHO.</li> <li>WHO used a combination of longitudinal and cross-sectional data on 8440 infants and children in Brazil, Norway, Oman, USA and 'affluent neighbourhoods' in Ghana and India.</li> </ul>					
	Age (months)	Median boys, kg	Median girls, kg		
	7	8.3	7.6		
	8	8.6	7.9		
	9	8.9	8.2		
	10	9.2	8.5		
	11	9.4	8.7		

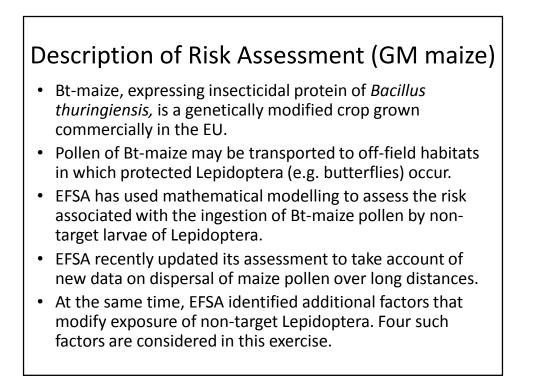
ssuming a l	Body N	Aass Index of 2	2 kg/m <sup>2</sup> (right h	lated from height and column)
			nd body masses of 16,5 es calculated for a BMI	00 men and 19,969 women of 22 kg/m²
Age (years)	n	Measured body height (cm) Median	Measured body mass <sup>(a)</sup> (kg) Median	Body mass <sup>(h)</sup> (kg) assumin a BMI of 22 kg/m <sup>2</sup> Median
Men				
18 - 29	2,771	178	75.0	69.7
30 - 39	2,971	178	82.0	69.7
40 - 49	3,780	177	82.0	68.5
50 - 59	3,575	175	82.0	67.4
60 - 69	2,611	174	80.0	66.4
70 - 79	792	172	80.0	65.1
Women				
18 - 29	3,589	164	60.0	59.4
30 - 39	3,866	164	63.8	59.2
40 - 49	4,727	163	66.0	58.5
50 - 59	4,066	162	68.0	57.7
60 - 69	2,806	160	67.0	56.3
70 - 79	915	159	63.5	55.6



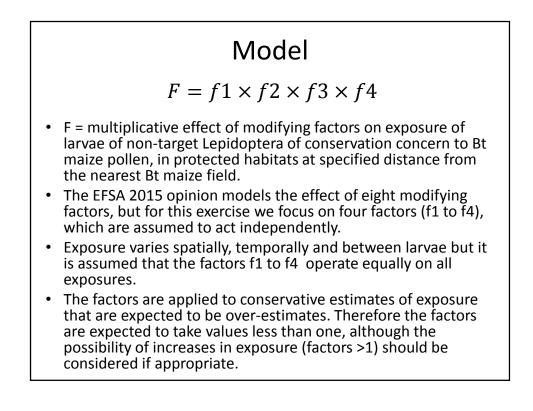
Growth factor					
<ul> <li>When scaling down from adult to infants, corrections for growth requirements have to be made in order to account for the nutrient amount required to be incorporated into newly formed tissue.</li> </ul>					
<ul> <li>One way to do this is to add an age-specific growth factor based on the proportional increase in protein requirements for growth. These can be applied to either isometric or allometric scaling.</li> </ul>					
• If the requirement based on scaling with body weight is D then the average additional requirement for an infant is D times the growth factor.					
<ul> <li>The Panel's assessment for the growth factor was based on the following estimates from WHO/FAO/UNU, which apply to both boys and girls:</li> </ul>					
Age (years)	0.5	1	2	3	
Calculated growth factor	0.70	0.44	0.20	0.11	

Parameter name	Symbol	m	S	Units
Adult Adequate Intake	Al <sub>adult</sub>			μg/day
Infant body weight	bw <sub>infant</sub>			kg
Adult body weight	bw <sub>adult</sub>			kg
Scaling factor	SF			dimensionless
Growth factor	GF			dimensionless
		approximate centra		



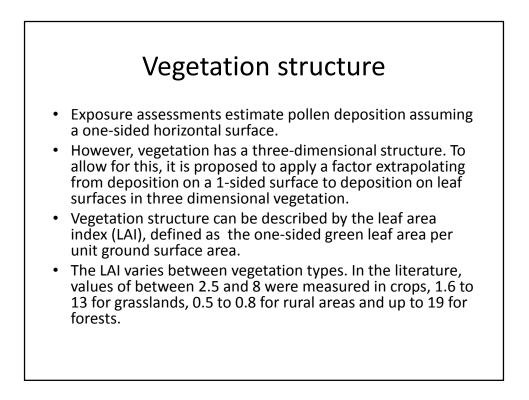


List of parameters				
Parameter name	Symbol	Description	Units	
Proportion Bt	f1	Proportion of maize which is Bt-maize	dimensionless	
Vegetation structure	f2	Ratio of average pollen deposition on leaf surfaces to pollen deposition on a one-sided horizontal surface in the same conditions	dimensionless	
Wind and rain	f3	Effect of wind and rain on pollen concentrations, expressed as the <i>ratio</i> of average pollen concentration encountered by non-target Lepidoptera of conservation concern when foraging <i>to</i> the concentration originally deposited	dimensionless	
Degradation	f4	Degradation of Bt-protein in pollen, expressed as the <i>ratio</i> of average Bt concentration in pollen encountered by non- target Lepidoptera of conservation concern when foraging <i>to</i> the average concentration of Bt in the pollen when originally deposited	dimensionless	



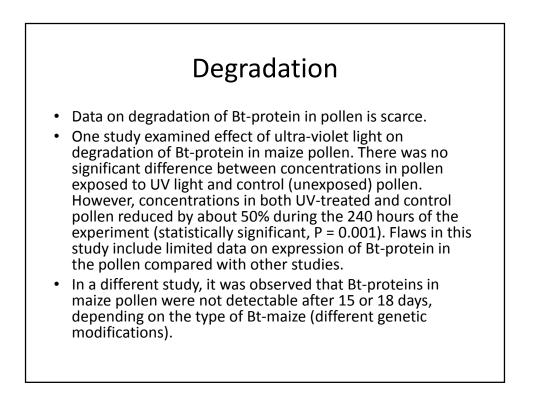
## **Proportion Bt**

- Estimates of exposure assume that all maize pollen deposited in the protected habitat is derived from Btmaize.
- It is not expected that all maize fields will be planted with Bt-maize. To allow for this it is desired to estimate what proportion of maize fields will be Bt-maize.
- One study reports that the proportion of Bt-maize pollen collected by pollen samplers ranges between 7 and 44% at distances between 5 m and 120 m from a single Bt-maize field.
- There is a requirement that a minimum of 20% of the maize area should be cropped with non-Bt-maize as refuge for insect resistance management.

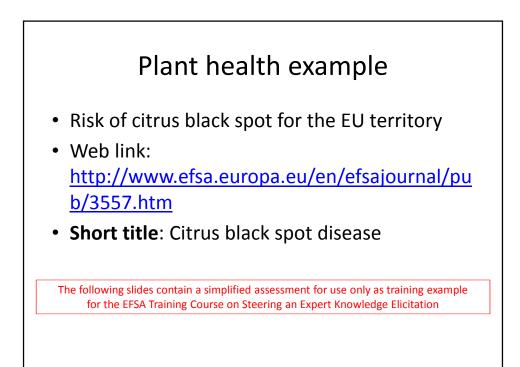


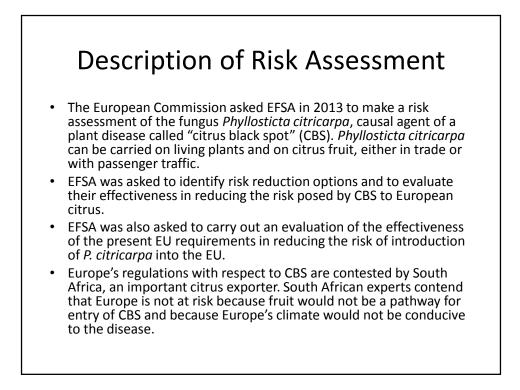
## Wind and rain

- Pollen on leaf surfaces can be removed by wind and rain.
- Pollen on leaf surfaces can be displaced by rain and wind, leading to accumulation on lower leaves, or on leaf veins and leaf axils. This could lead to a higher exposure of larvae of those species that feed on lower leaves.
- In most cases, larvae do not prefer to feed on leaf veins and leaf axils; this could lead to a lower exposure of larvae of those species.
- Existing exposure estimates ignore these effects of wind and rain. It is proposed to allow for them by applying a multiplicative factor that modifies exposure upwards or downwards to an appropriate degree.

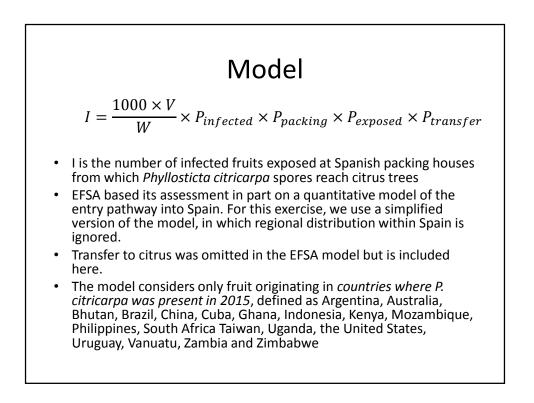


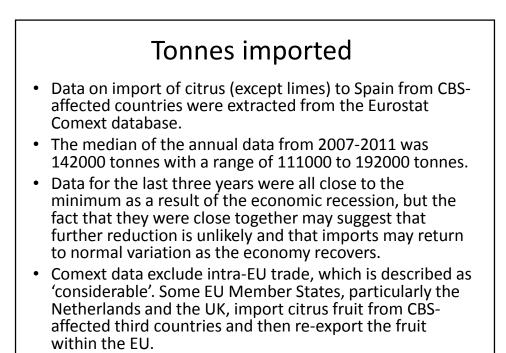
Your estimates				
Parameter name	Symbol	m	s	Units
Proportion Bt	f1			dimensionless
Vegetation structure	f2			dimensionless
Wind and rain	f3			dimensionless
Degradation	f4			dimensionless
		m: approximate cent	ral estimate	
These are for	use in sen	s: approximate standa sitivity analysis and will	rd deviation	ourse (Lecture 4)

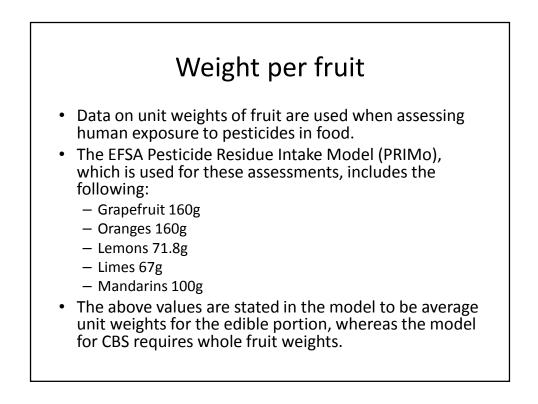




Parameter name	Symbol	Description	Units
Tonnes imported	V	Tonnes of citrus imported	tonnes
Weight per fruit	W	Weight of a single citrus fruit	kg
Proportion infected	P <sub>infected</sub>	Proportion of fruits which are infected	dimensionless
Proportion at packing houses	$P_{packing}$	Proportion of fruits sent to packing houses	dimensionless
Proportion exposed	P <sub>exposed</sub>	Proportion of fruits exposed at packing houses	dimensionless
Transfer to citrus	$P_{transfer}$	Proportion of infected fruits with spores transferring to citrus	dimensionless

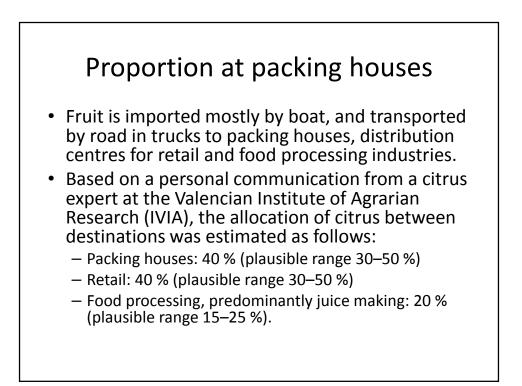






# **Proportion infected**

- EFSA (2015) used two lines of reasoning to assess the likely level of infection with CBS of citrus fruit under current regulations.
- The first line of reasoning gave an estimate of 10 infected fruit per million with a range of 3-35 infected fruit per million. This was based on:
  - A meta-analysis of average infection level in trials in affected countries after the most effective fungicide regimes (2% with 95% CI 0.6 – 7%)
  - Inspection in the country of origin reducing infection by a factor of 100
  - Inspection at the EU border removing badly infested consignments, reducing overall infection by a further factor of 20
  - An implied assumption that infection level varies considerably between consignments
- The second line of reasoning gave an estimate of 7.67 per million with a range of 2.19 – 26.9 per million, based on:
  - Data on inspections of citrus entering the Netherlands in 2012-2013, showing 100 interceptions in 36729 lots
  - Estimation of the efficiency of the inspection procedure, using a Poisson approximation and assuming the proportion infected is constant between lots

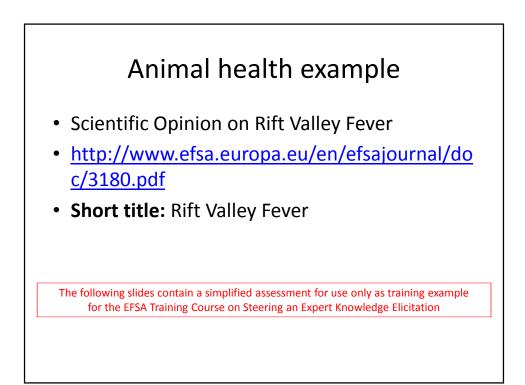


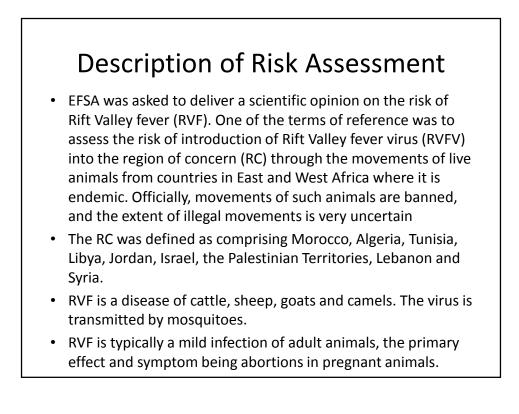
## **Proportion exposed**

- Packing houses receive fruit and repack it before forwarding it to distribution centres for retail. Packing houses process fruit to ensure it fulfils quality regulations imposed by the EU and by retail companies.
- Packing houses purchase fruit, at the quality standard they require, during the season and then apply further checks during the packing process.
- Packing houses produce waste, but they select not specifically for spots on the peel, such as those produced by *P. citricarpa*, but for major blemishes and bruises. Data from FAO and WRAP indicate a waste fraction of 3 % in the grading process followed by a further 0.1–0.5 % in the packing process, with the total loss being quoted as up to 4 %.
- The waste from packing houses is usually mixed with rotten fruit so it cannot be used for juicing. Instead, it is stored in open containers, generally under cover, until full and then spread outdoors in open-air facilities for solar drying.

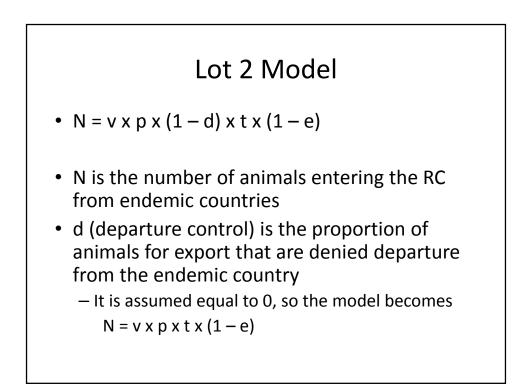
	Transfer to citrus
•	All packing houses in Spain are located in the citrus-growing areas because they are associated with local fruit production. Consequently, packing houses are in close proximity to the citrus orchards, with distances between the waste and the nearest citrus trees often in the order of metres.
•	Experiments with sweet orange fruit showed that fruit misted to simulate light rainfall continue to exude <i>P. citricarpa</i> pycnidiospores from pycnidia for at least one hour.
•	In still air conditions, 99.4 % of the splashes produced by single incident rain drop on the fruit were of less than 2 mm diameter, with an average of 1–21 pycnidiospores. Larger but less frequent splashes of 4–5.5 mm diameter contained an average of 308 pycnidiospores.
•	In these experiments, the maximum horizontal distance of splash was 70 cm and the maximum height was 47.4 cm. However, when multiple incident rain drops were combined also in still air, splashes were forced higher than occurred in single-drop experiments to over 60 cm.
•	In another experiment combining single incident rain drops and wind, splashes from infected fruit were disseminated up to two metres downwind from the target fruit with a 4 m/s wind speed and up to eight metres at a wind speed of 7 m/s, the highest wind speed evaluated, reaching heights up to 75 cm and even higher as a result of fine droplets becoming aerosolised.
•	When the rain is combined with a moderate wind (7 m/s), the pathogen can be dispersed at least eight metres downwind from the infected fruit to heights of at least 75 cm. Such conditions occur about 0.5-1% of time over the year in Spanish regions where packing houses occur.
•	If rain is combined with stronger wind, small aerosolised droplets formed by a rain splash are expected to be dispersed much further. A study of dispersal of citrus canker in Florida, found that rain-splashed pathogens can travel several kilometres.

D	Cumbral			11.21.
Parameter name	Symbol	m	S	Units
Tonnes imported	V			tonnes
Weight per fruit	W			kg
Proportion infected	P <sub>infected</sub>			dimensionles
Proportion at packing houses	$P_{packing}$			dimensionles
Proportion exposed	$P_{exposed}$			dimensionles
Transfer to citrus	P <sub>transfer</sub>			dimensionles
These are for use	m s: a	: approximate centra approximate standard ty analysis and will b	d deviation	course (Lecture d



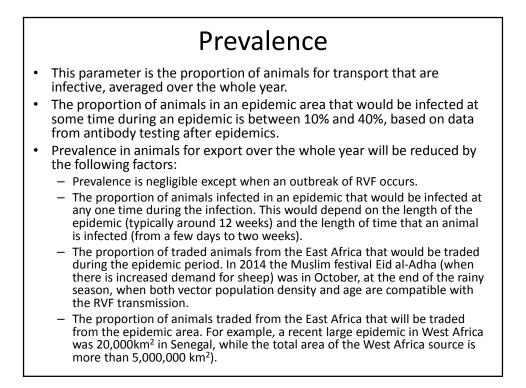


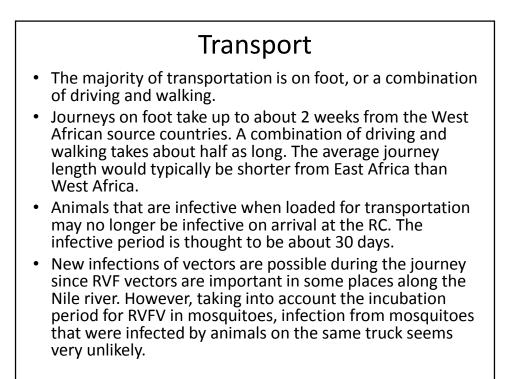
	List	of parameters	
Parameter name	Symbol	Description	Units
Volume	V	Number of animals to be transported from endemic countries to the Region of Concern.	animals
Prevalence	р	Prevalence of Rift Valley Fever Virus in animals to be transported.	dimensionless
Transport	t	Change of infection during transport, expressed as a ratio. Animals may become non-infectious during transport, but there may also be reinfection.	dimensionless
Entry control	e	Proportion of infected animals that are denied entry to the Region of Concern.	dimensionless



## Volume

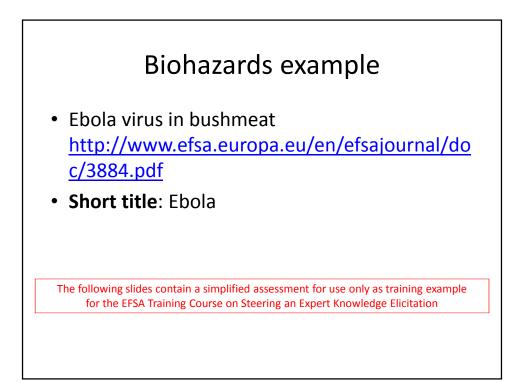
- Officially, all RC countries have banned live import of animals from the endemic countries. However, there are believed to be large numbers of unofficial animal movements (smuggling, traditional tribal movements, etc.)
- Import from East Africa into the RC is considered larger than from West Africa.
- Sudan is considered to be a main producer of livestock and exporter of animals. There are two major trade flows: from Sudan upwards over the Nile into Egypt, and from the Horn of Africa into Yemen and Saudi Arabia.
- Official animal imports from the Horn of Africa into Saudi Arabia are around 6 million ruminants.
- There is a vast demand for sheep around Eid al-Adha, a Muslim feast when it is traditional for a family to slaughter an animal, which may increase the numbers of undocumented animal movements.
- Control measures at ports and on the Red Sea are severe.
- From the occurrence of diseases with African origin, such as lumpy skin disease in Israel, undocumented movements into Jordan and Israel must exist, but they are hard to quantify.

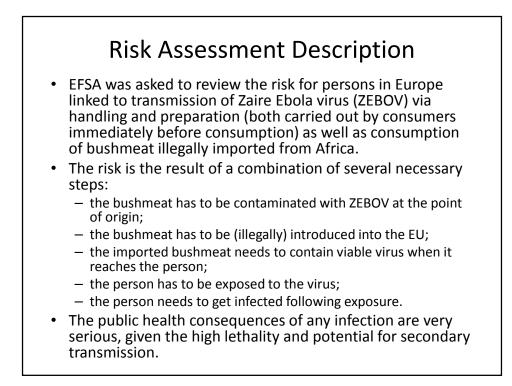






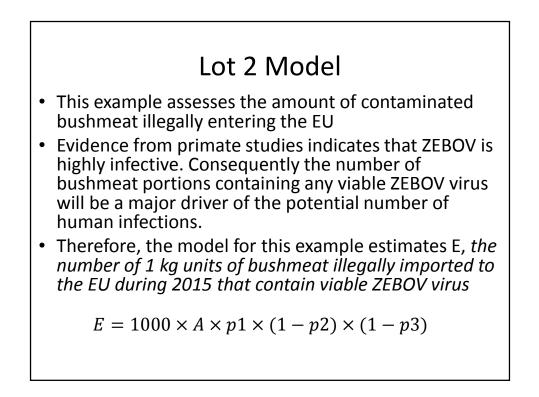
Your estimates				
Parameter name	Symbol	m	S	Units
Volume	v			animals
Prevalence	р			dimensionless
Transport	t			dimensionless
Entry control	е			dimensionless
These are for use	S: 6	: approximate central e approximate standard o ty analysis and will be	leviation	ırse (Lecture 4)

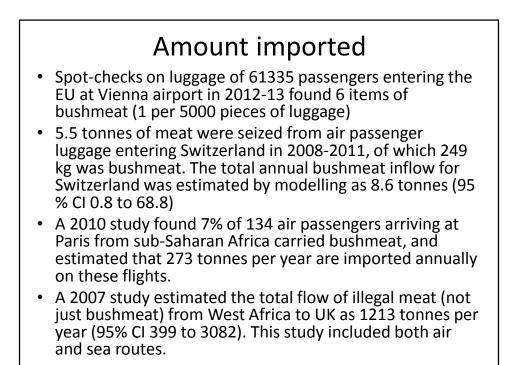


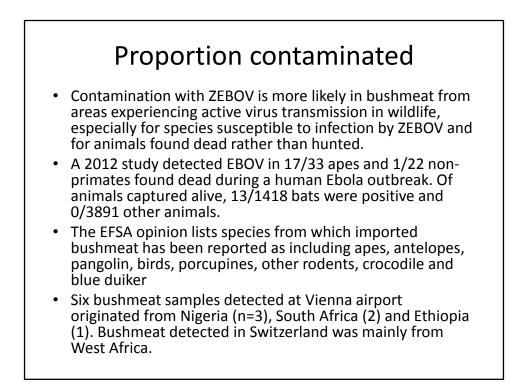


# List of parameters

Parameter name	Symbol	Description	Units
Amount imported	А	Amount of bushmeat illegally imported into Europe	tonnes
Proportion contaminated	p1	Proportion of bushmeat that is contaminated with ZEBOV	proportion of 1kg units
Processing effect	p2	Effect of processing on viability of ZEBOV virus	proportion of 1kg units
Transport effect	р3	Effect of transport on viability of ZEBOV virus	proportion of 1kg units
			5

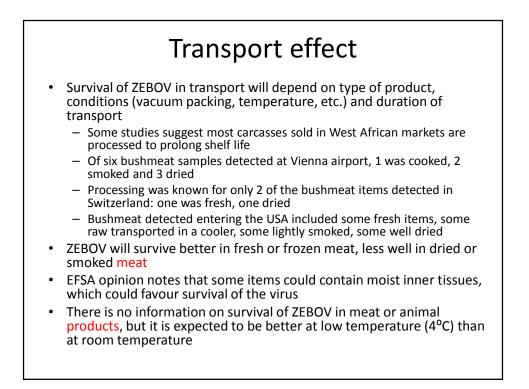






# **Processing effect**

- Processing method is usually not reported, but may include salting, drying or smoking, which are expected to reduce ZEBOV infectivity.
  - Some studies suggest most carcasses sold in West African markets are processed to prolong shelf life
  - Of six bushmeat samples detected at Vienna airport, 1 was cooked, 2 smoked and 3 dried
  - Processing was known for only 2 of the bushmeat items detected in Switzerland: one was fresh, one dried
  - Bushmeat detected entering the USA included some fresh items, some raw transported in a cooler, some lightly smoked, some well dried
- There is almost no information on the effect of processing on ZEBOV. Heat and smoke constituents may lead to inactivation of ZEBOV. The virus has an envelope as outer membrane.



А			tonnes
p1			proportion of 1kg units
p2			proportion of 1kg units
р3			proportion of 1kg units
	p1 p2	p1 p2	p1 p2

### TRAINING COURSE ON STEERING AN EXPERT KNOWLEDGE ELICITATION

Contract: OC/EFSA/AMU/2014/03-CT2

### **COURSE TIMETABLE: Final version**

#### SESSION I. 1330 - 1800, DAY 1

#### PART 1. Problem definition: role of the Working Group

- 13:30 INTRODUCTION: Course objectives and agenda
- 13:40 LECTURE 1. Introduction reasons and roles for the use of EKE in EFSA risk assessments
- 14:05 PRACTICAL 1. Examples of expert judgement in EFSA's work
- 14:35 LECTURE 2. Key principles for EKE
- 14:55 PRACTICAL 2 plenary. Discussion of key principles
- 15:10 LECTURE 3. Probabilistic expert judgements
- 15:35 PRACTICAL 3. Probabilistic expert judgements work individually
- 15:55 Break
- 16:25 LECTURE 4. Identifying priority parameters for EKE
- 17:00 PRACTICAL 4 breakout groups. Identifying priority parameters for EKE: sensitivity analysis
- 17:40 PLENARY DISCUSSION Feedback from practical
- 18:00 SESSION ENDS

HOMEWORK - consider how what you've learned on day 1 would apply to an example assessment from your own area of work

#### SESSION II. 0900 - 1300, DAY 2

#### PART 2. The pre-elicitation phase: role of the Steering Group

- 09:00 LECTURE 5. Specifying questions for EKE
- 09:30 PRACTICAL 5 breakout groups. Specifying questions for EKE
- 09:55 PLENARY DISCUSSION report back from breakout groups
- 10:15 LECTURE 6. Identifying, selecting, motivating and training experts for an elicitation
- 10:45 Break
- 11:15 PRACTICAL 6 breakout groups. Identifying, selecting, motivating and training experts for an elicitation
- 11:40 PLENARY DISCUSSION report back from breakout groups
- 12:00 LECTURE 7. The evidence dossier
- 12:15 LECTURE 8. Sheffield Method
- 13:00 Lunch

#### SESSION III. 1400 - 1800, DAY 2

#### PART 3. The elicitation phase: role of the Elicitation Group

- 14:00 PRACTICAL 7 breakout groups. Key aspects of steering the Sheffield method
- 14:30 LECTURE 9. Delphi Method
- 15:05 PRACTICAL 8 breakout groups. Key aspects of steering the Delphi method
- 15:35 Break
- 16:05 LECTURE 10. Cooke Method
- 16:50 PRACTICAL 9 breakout groups. Key aspects of steering the Cooke method
- 17:20 PLENARY DISCUSSION report back from breakout groups
- 18:00 SESSION ENDS

HOMEWORK - consider how what you've learned on day 2 would apply to an example assessment from your own area of work

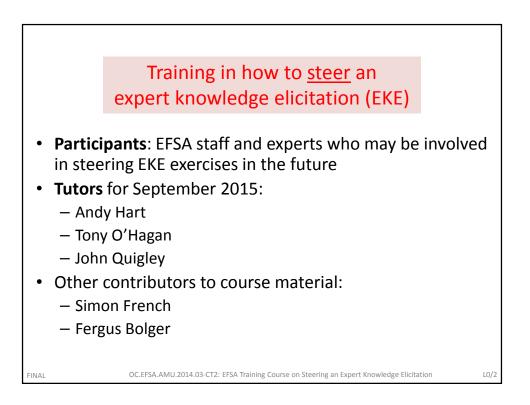
#### SESSION IV. 0900 - 1300, DAY 3

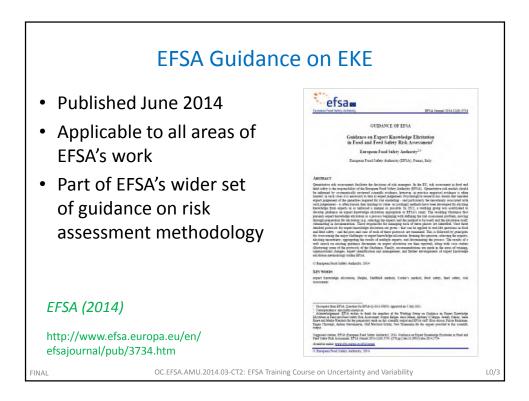
- 09:00 LECTURE 11. Selecting the appropriate elicitation method
- 09:25 PRACTICAL 10 breakout groups. Selecting the appropriate elicitation method
- 09:55 PLENARY DISCUSSION report back from breakout groups
- 10:25 Break

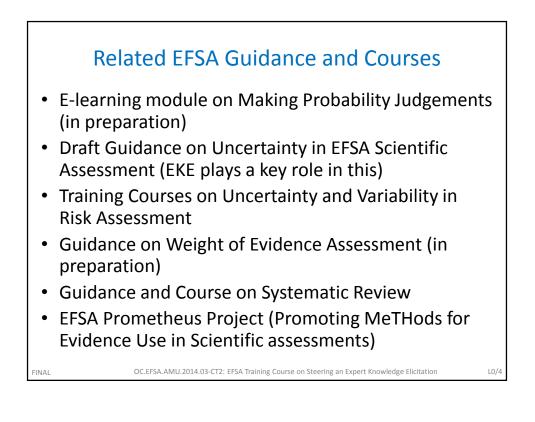
#### PART 4. The post-elicitation phase

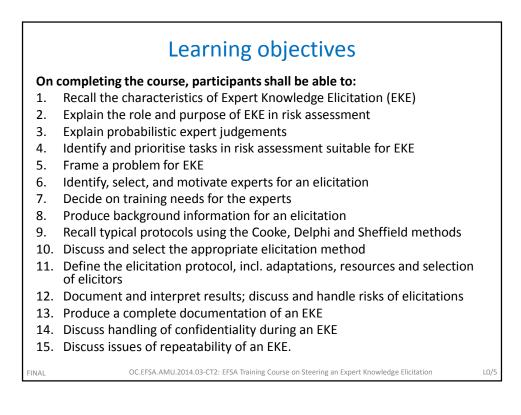
- 10:55 LECTURE 12. Documentation: repeatability, transparency and confidentiality
- 11:10 LECTURE 13. Advanced topics in EKE
- 11:35 LECTURE 14. Steering the elicitation process: review of main points
- 11:55 PRACTICAL 11 work individually. Planning EKE for examples from each participant's own area of work
- 12:35 PLENARY DISCUSSION opportunities and challenges for uptake in participants' work areas
- 12:55 COURSE EVALUATION QUESTIONNAIRE.
- 13:00 COURSE ENDS

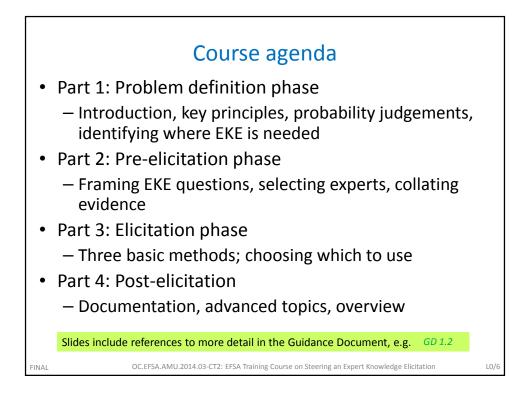


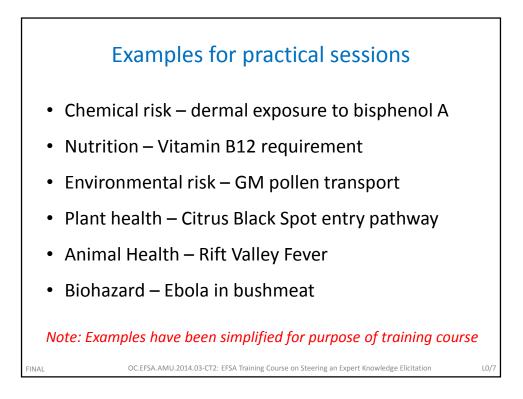


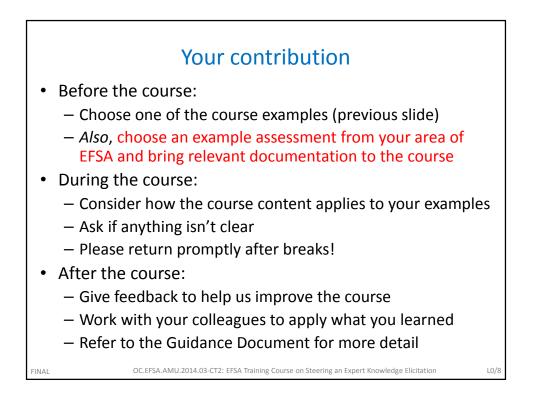


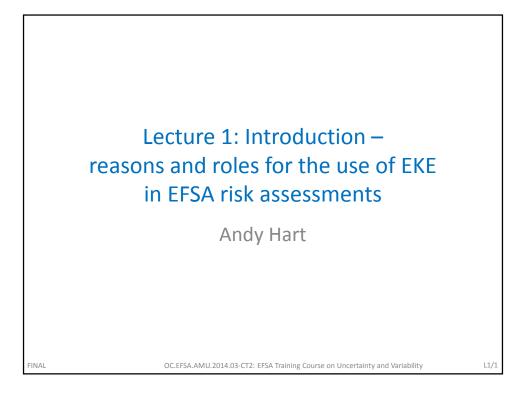


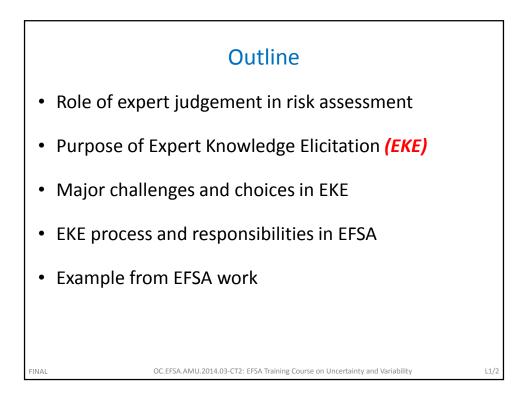


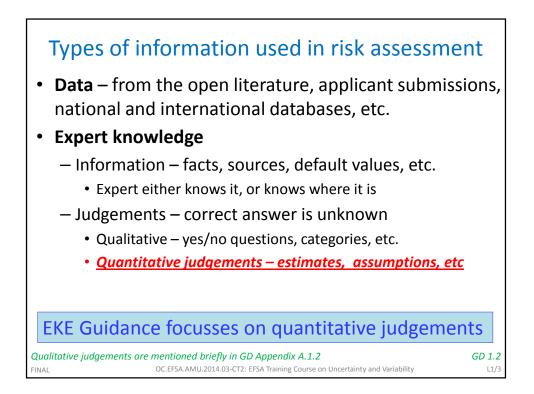


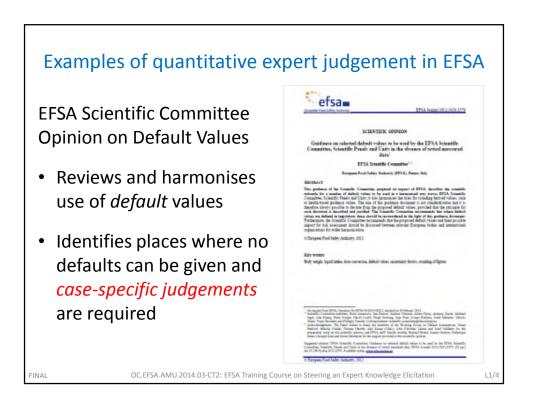


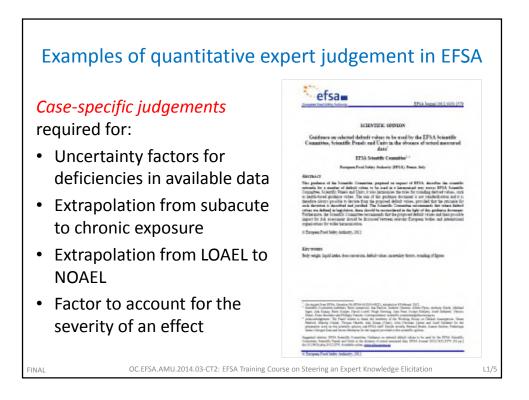


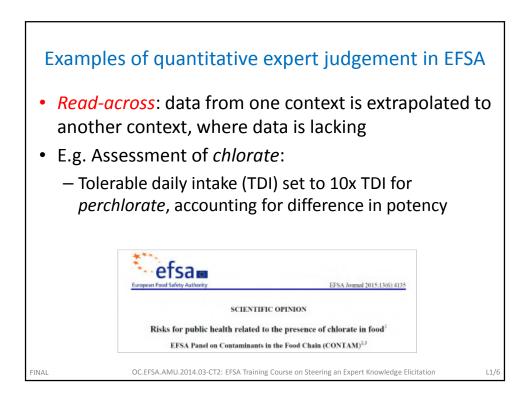


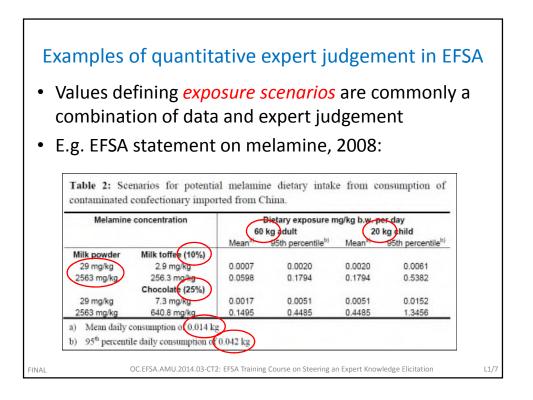


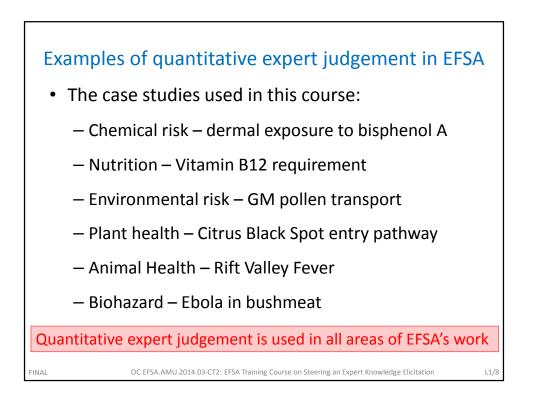




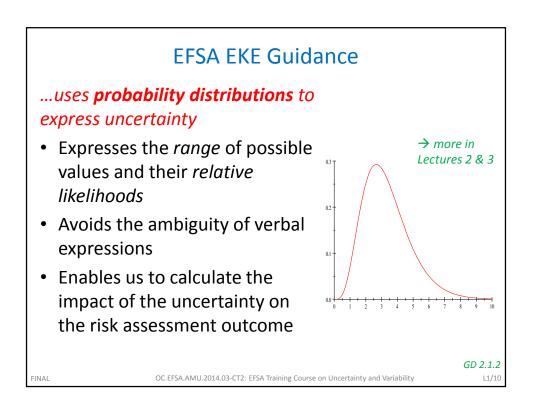


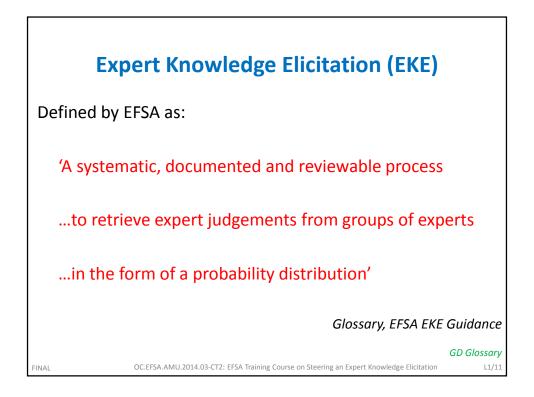


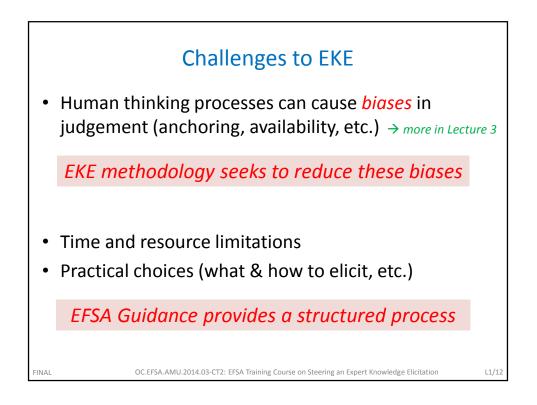


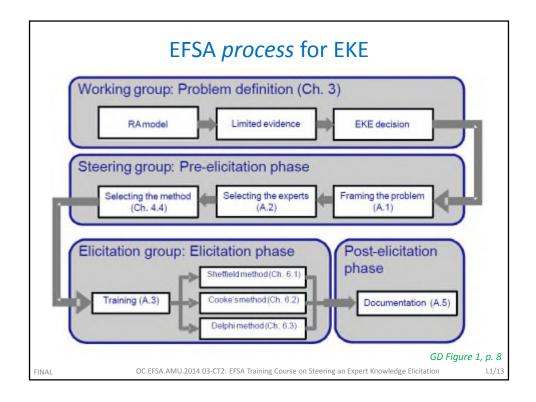


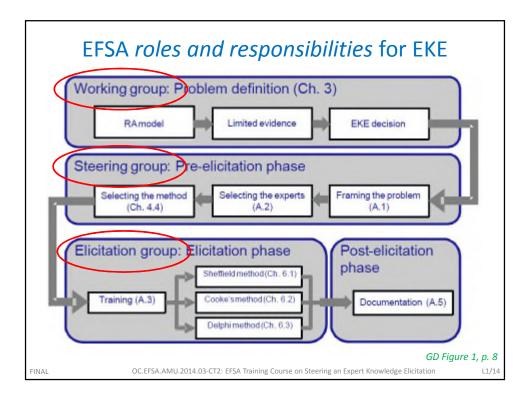


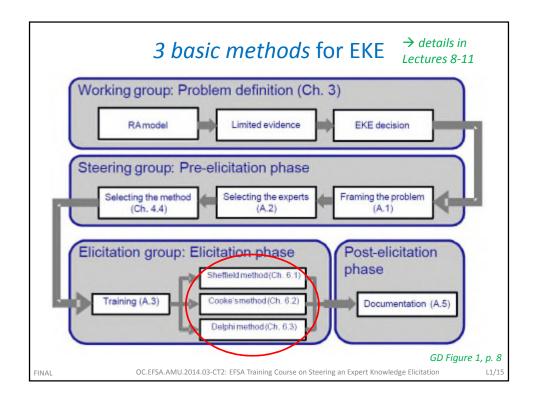


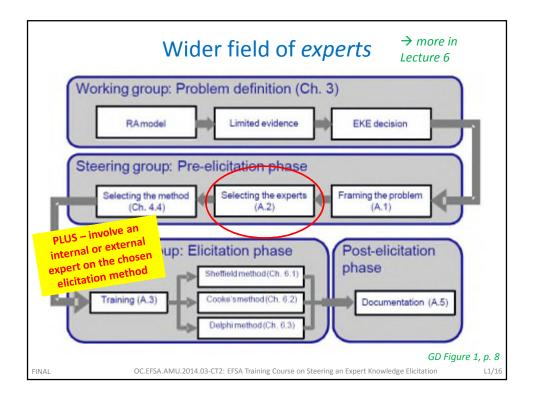


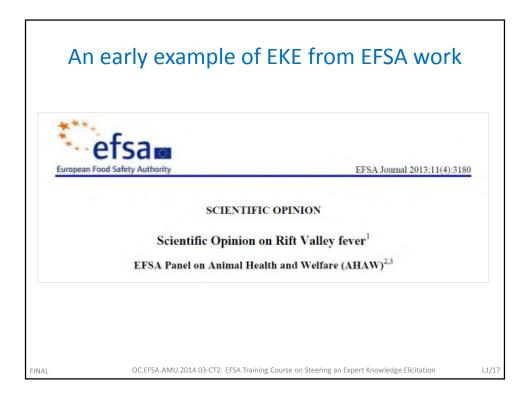


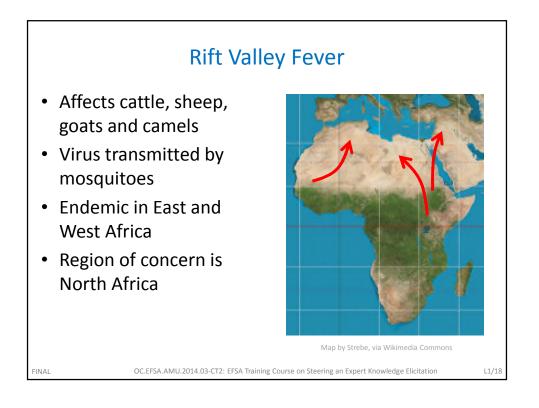


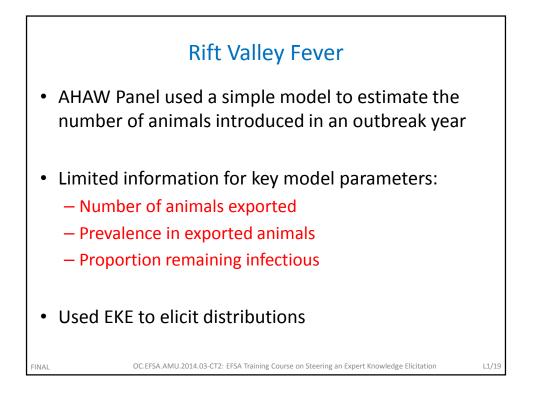




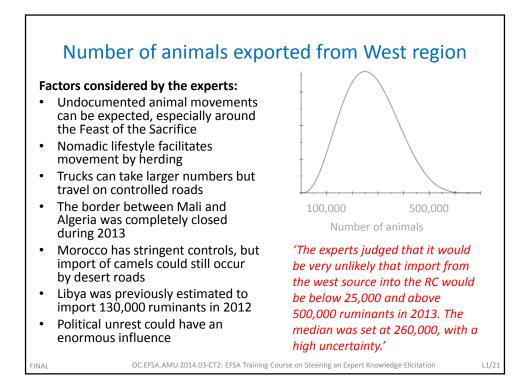


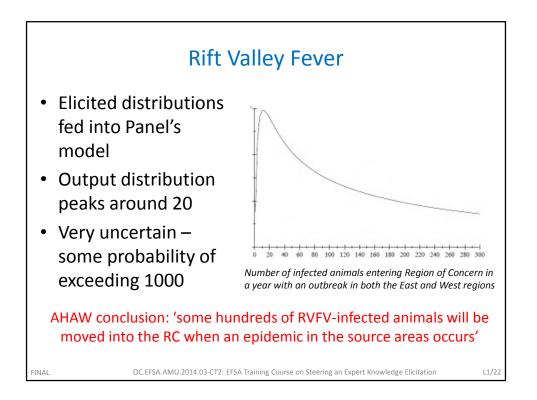


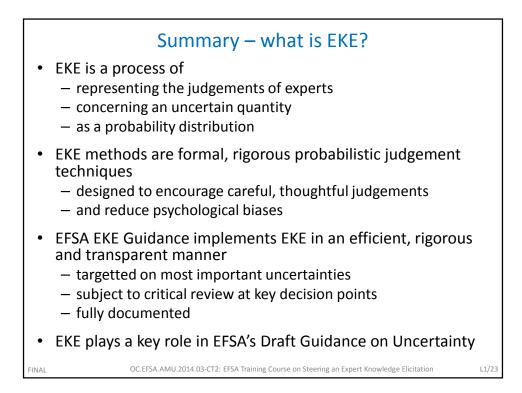


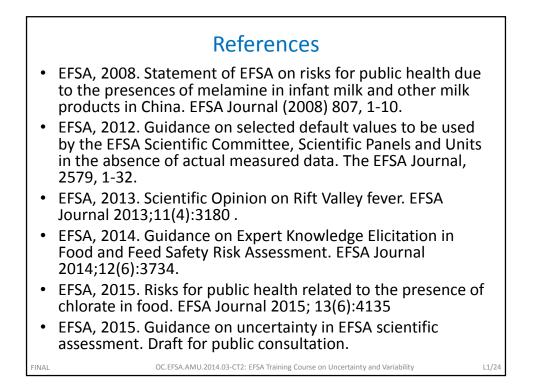


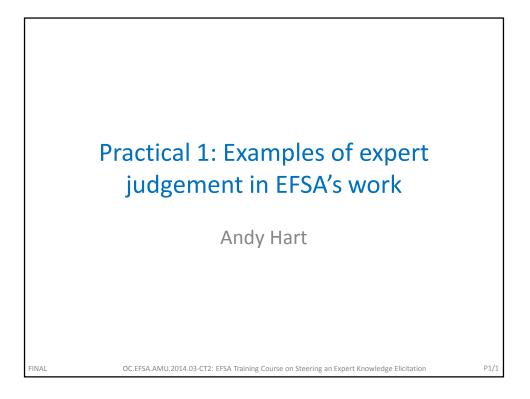


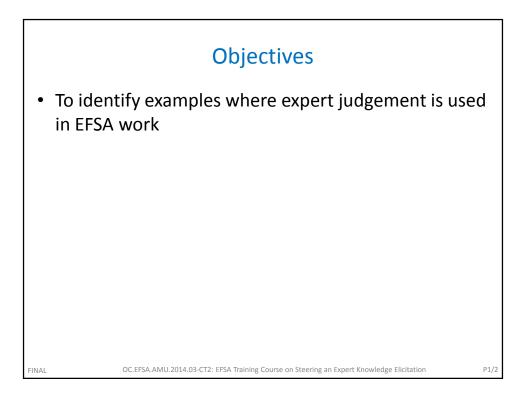


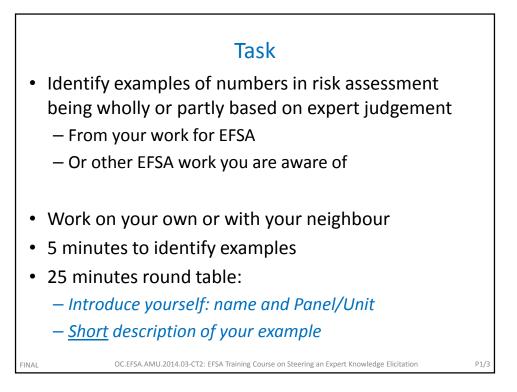


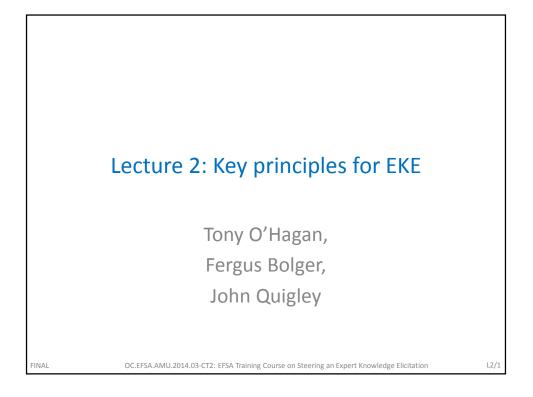


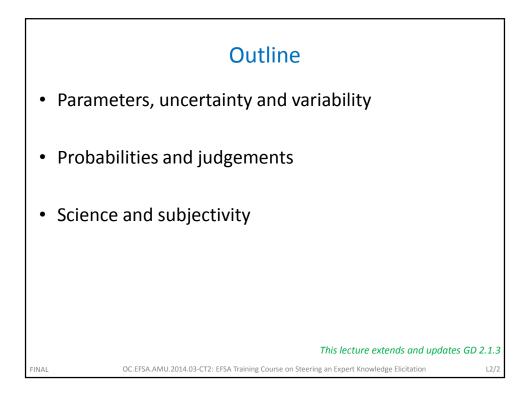


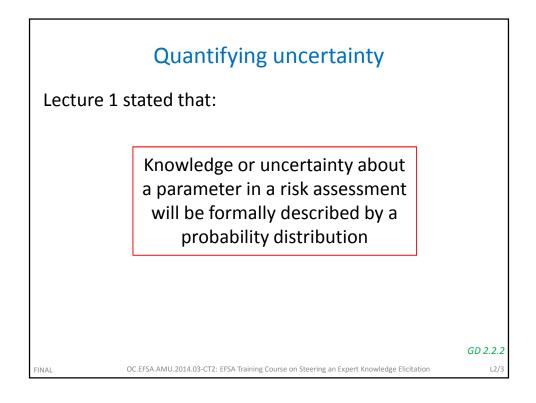


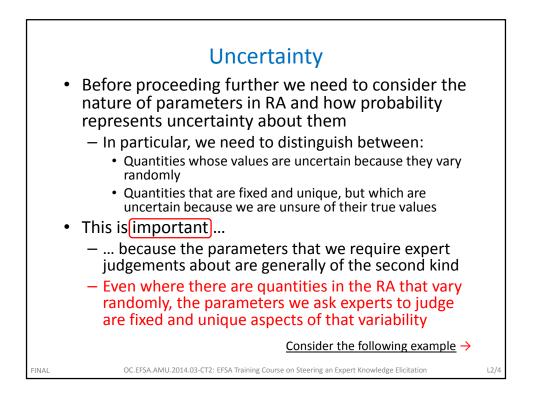


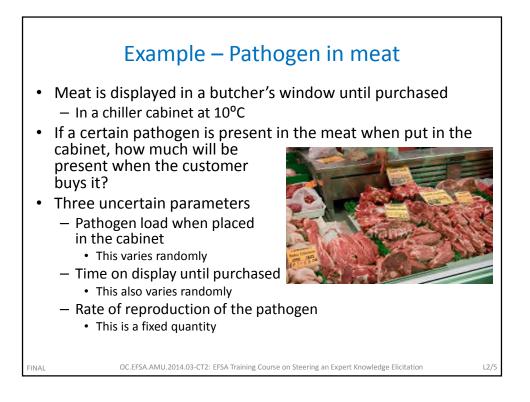


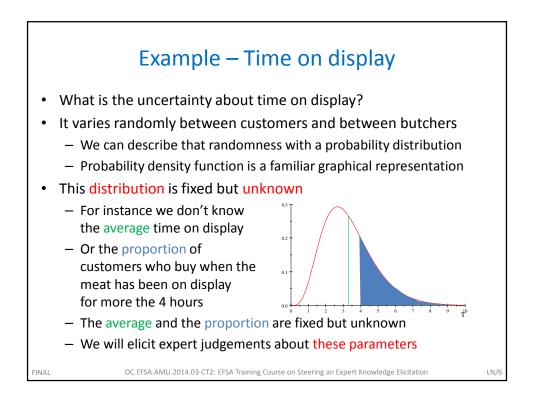


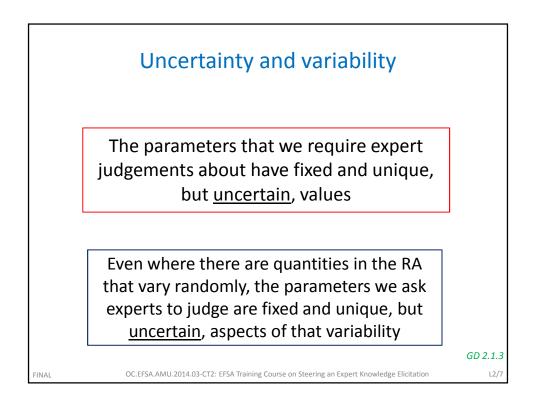


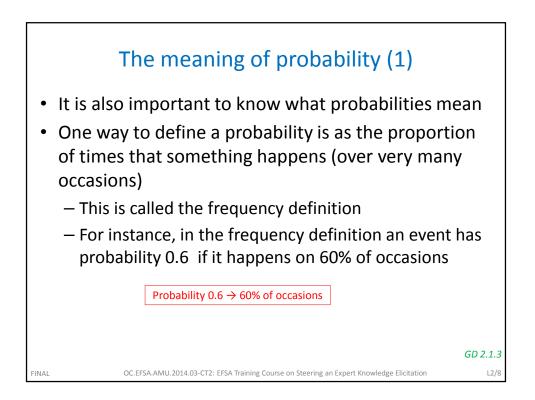


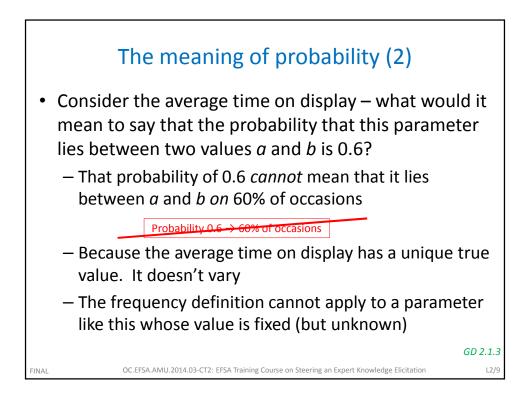


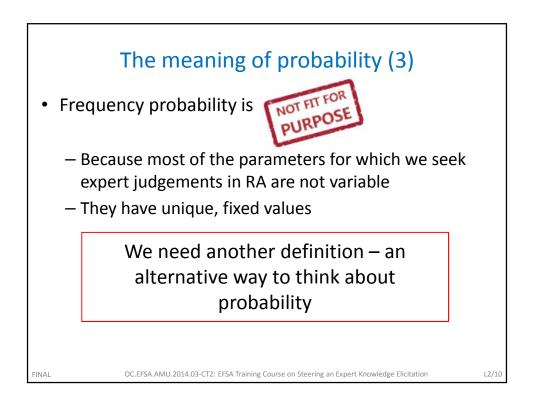


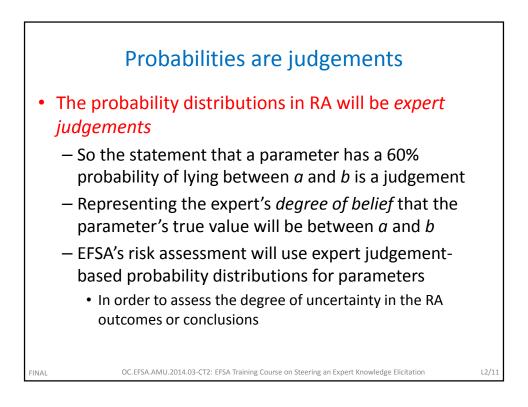


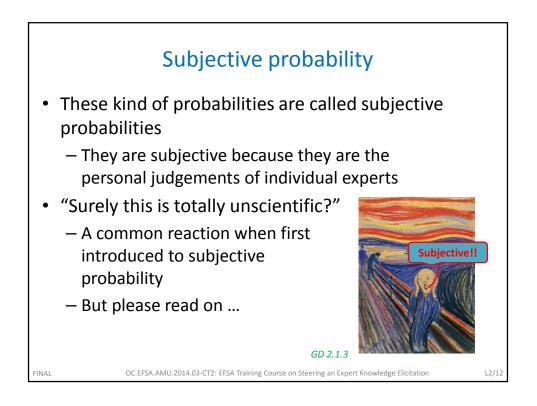


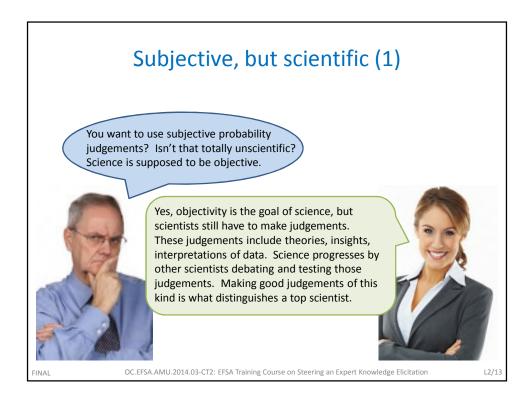


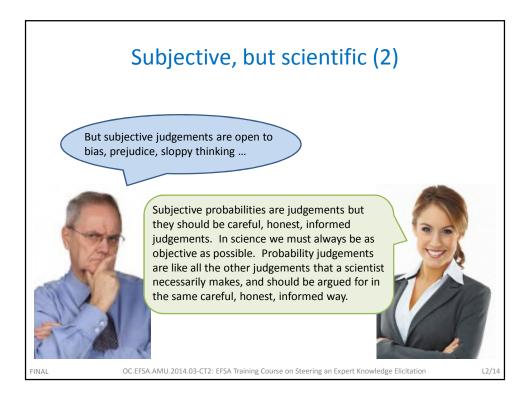


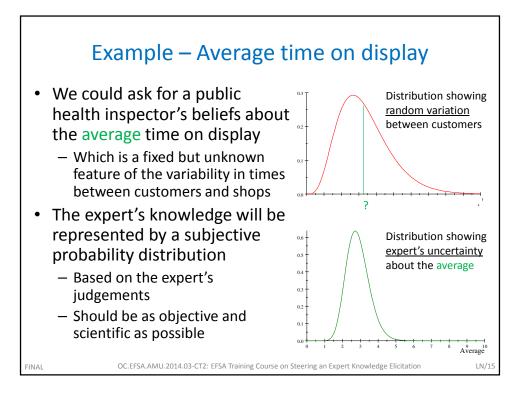


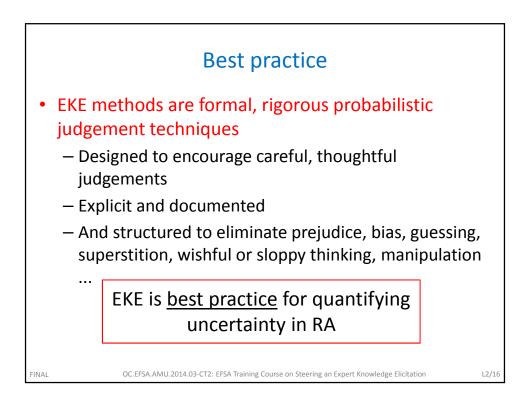


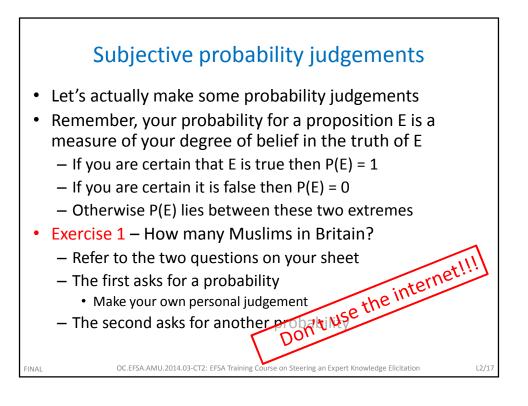


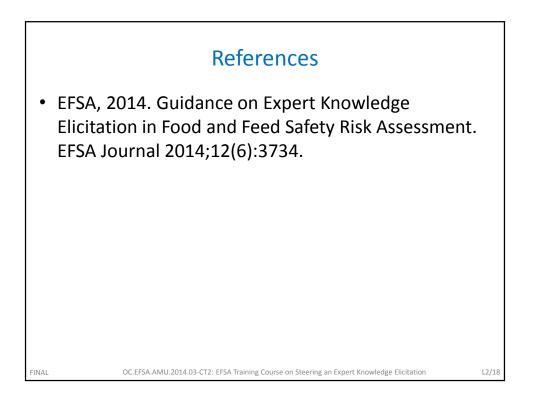












# Commentary on the Exercises in EFSA Training Course on "Steering an Expert Knowledge Elicitation"

### The Muslims Exercise

This exercise was run in all three of the training courses in Parma in 2015. The purpose is to confirm the effect of anchoring in an experimental context that is more relevant to actual EKE than has been studied previously.

The principal feature of this exercise that is not present in other demonstrations of anchoring is that the first and second question both ask for probability judgements. These are judgements of the form P(X > x) that might realistically be used in practical EKE. The idea is to show that the initial choice of a value for x will serve as an anchor and bias the experts' judgements.

It should be said that this experiment (like most experiments in the psychology of judgement) does not involve real experts and is based on a simple 'almanac'-type question. Also, the participants had received only the briefest introduction to making probability judgements. We may not necessarily expect to see anchoring effects of a comparable magnitude in real EKE.

The parameter being judged here, M, is the number of people (in millions) in England and Wales who reported their religion as "Muslim" in the 2011 census. The participants randomly received one of two different versions of the exercise. In one, they were asked first to give their probability P(M > 2) and then P(M > 8). In the second, the order of questions was reversed. In each case, they could not see the second question until they had answered the first.

	2 First	8 First
P(M > 2)	0.692	0.810
P(M > 8)	0.370	0.422

The aggregated results for the three Parma courses are shown in Table 1.

Table 1. Average responses, Muslim exercise, all three Parma courses

The figures in each cell are averages from all probability judgements obtained on the three courses, in each case from about 30 respondents. For instance, the average value given for P(M > 2) among all the respondents who received the version of the questionnaire which asked first for P(M > 2).

On the basis of the psychological findings of anchoring, we would expect the respondents who received the P(M > 8) question first would give higher probability judgements on average than those who received the P(M > 2) question first, because they had been anchored on the figure 8 rather than 2. This is indeed what we see in Table 1, with average values in the second column higher than the corresponding values in the first.

The evidence so far supports the anchoring theory. The sample size is not large enough for the findings to be statistically "significant", but we would certainly expect data from future deliveries of the course to continue to strengthen the evidence in favour of the anchoring effect.

It is worth noting that this exercise has also been run in a variety of other training courses with a variety of audiences. The aggregate averages from all the courses (more than 70 respondents in each case) are given in Table 2. Although the differences are now statistically significant, such an analysis is questionable because of the heterogeneity of the audiences. The value of the Parma data is that the three audiences were all made up of people drawn from the same pool (EFSA staff and experts), and this is a strong reason for continuing to run the exercise in future EFSA deliveries of the course.

	2 First	8 First
P(M > 2)	0.692	0.794
P(M > 8)	0.318	0.397

Table 2. Average responses, Muslim exercise, all courses

It should also be noted that in all courses, responses from some participants have been excluded from the above figures because they gave inconsistent judgements (with a higher probability for M > 8 than for M > 2, or some other clear evidence of their having misunderstood the task). This is perhaps an inevitable consequence of the decision to place this exercise at a point in the course where the participants have not had any real training in probability judgement.

# The Time to Linate Exercise

This exercise was also run in all three Parma courses. It was designed first to test whether respondents would produce appreciably different intervals when asked for either a 90% interval or a credible interval (meaning one with almost 100% probability). In general, if an individual's uncertainty is represented by a unimodal distribution then the credible interval should in most cases be much wider than the 90% interval. But the exercise sought to see whether in fact respondents might make essentially no distinction between the two.

The exercise was designed rather like the Muslims exercise, with two different versions asking for both 90% and credible intervals, but in different orders. Again, the second question was not visible until they had answered the first. At the point in the course where the exercise was given to the participants, they had not had any discussion of these intervals or training in how to judge them.

The parameter in question in this exercise was the average time (averaged over all working days in the year) for an EFSA shuttle to travel to Milan Linate airport if it left the EFSA main building in Parma at 16:00.

Table 3 shows the average widths of the intervals, in each case based on about 30 respondents over the three courses.

Considering the original purpose of the study, we see from the upper right and lower left cells (just looking at responses to the first question they were asked) that respondents did give appreciably wider credible intervals than 90% intervals on average. So they were *not* treating them as effectively equivalent, i.e. as if simply asking for an interval that the travel time was very likely to lie in.

Credible 90% First	Cred
--------------------	------

#### Commentary on the Exercises

	First	
90% width	37.3	49.8
Credible width	71.3	107.1

Table 3. Average interval widths (minutes), Linate exercise, all courses

The more interesting finding in Table 3 is that the average widths in the right hand column are larger than the corresponding values in the left hand column. This is like the anchoring effect in the Muslims exercise, but in this case stems from the fact that, even though respondents gave wider credible intervals than 90% intervals in their first answers the difference was nevertheless not wide enough. When they started with a 90% interval and then widened it for their second answers they gave wider credible intervals than if they had been asked for them first. Similarly, when they started with a credible interval and narrowed it for their second answer they produced a 90% interval narrower than if they'd been asked for it first.

Although the sample sizes are not large enough for these differences to be formally significant, the same ordering of widths was observed in each of the three courses separately. So it is to be expected that the effects will be confirmed by repeating this exercise in future deliveries of this course.

It may be noted that again there were a number of rejected responses in each course (for instance where respondents gave 90% intervals that were wider than their credible intervals). Furthermore, it was clear that some did not appreciate the difference between a judgement about an individual travel time and about the requested average travel time.

## The Italian Speakers Exercise

This exercise was added for the third course in Parma, and so we only have one set of responses. The intention was to explore the effect that the choice of bins has on respondents' probability distributions elicited using the roulette method (which is mentioned in the Appendix of the EKE Guidance document but does not figure in the three recommended protocols). The specific hypothesis is that respondents tend to use the full range of bins provided, and so their distributions should have larger standard deviations if the range of bins is wider. We might also find that the means of their distributions are higher if the middle of the range of bins is higher.

The parameter in this case was the proportion of EFSA employees in Parma who speak Italian fluently. The definition of "fluently" was B2 or higher in the Common European Framework of Reference for language skills, where B2 means "Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party."

Three different versions of this exercise were distributed randomly to the course participants, defined as follows.

- *Five narrow*. Five bins of width 10%, starting with 30% 40% and ending with 70% 80%.
- Seven narrow. Seven bins of width 10%, starting with 10% 20% and ending with 70% 80%.
- *Five wide*. Five bins of width 15%, starting with 15% 30% and ending with 75% to 90%.

Respondents were given 20 counters (representing 0.05 probability each) to distribute among the bins, and were told that they could put them in the space to the left of the first bin or to the right of the last bin if they thought the range provided for the proportion did not cover their distribution.

Table 4 shows the results, as averages for the means and standard deviations of the respondents' distributions. For these calculations, their distributions were treated as discrete, with the bin probabilities concentrated at the centres of the bins.

	Mean	Standard deviation
Five narrow	0.625	0.096
Seven narrow	0.709	0.105
Five wide	0.686	0.159

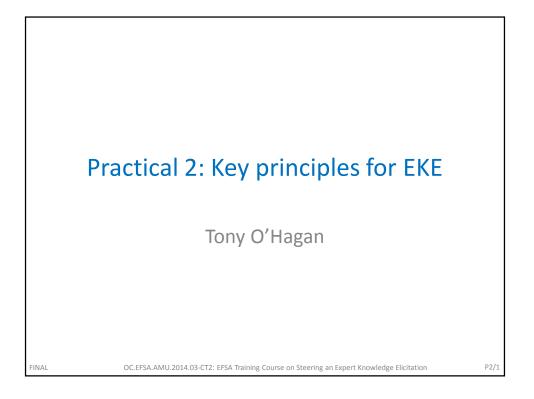
Table 4. Average means and standard deviations, Italian exercise, final course

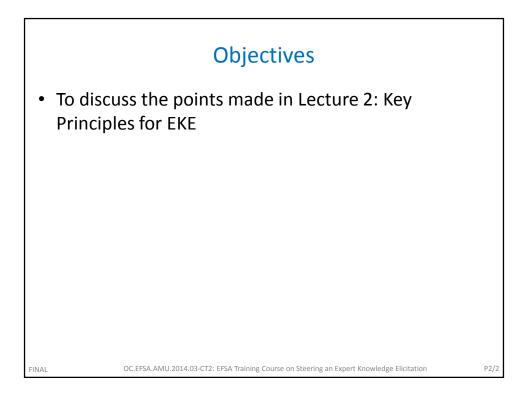
The table shows some interesting results which are not entirely as expected. The principal hypothesis is supported to the extent that the figures are increasing as we read down the standard deviations column, because the widths of the ranges of bins are also increasing as we read down (0.5 for *Five narrow*, 0.7 for *Seven narrow* and 0.75 for *Five wide*). However, the difference between the first two is really smaller than this hypothesis would suggest. What actually appears to be the case is that the standard deviation is driven by the width of an individual bin. The versions with narrow bins of width 10% have average standard deviations close to 0.1, while the version with wide bins of width 15% gave an average standard deviation close to 0.15.

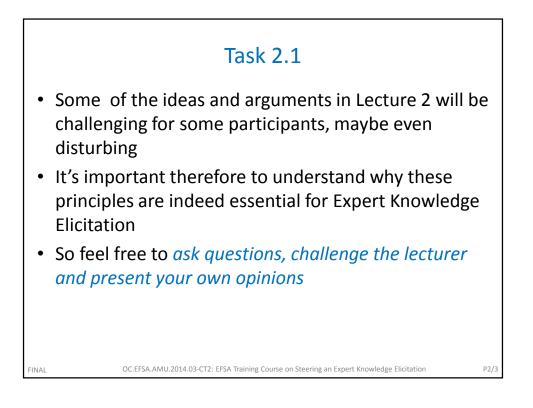
The findings do not support the secondary hypothesis at all, because the *Seven narrow* version has the lowest central bin and yet has the highest average mean.

The sample sizes are so small (7 or 8) that any or all of these findings could easily be due to chance, so it will be interesting to see if they are supported by future deliveries of this course.

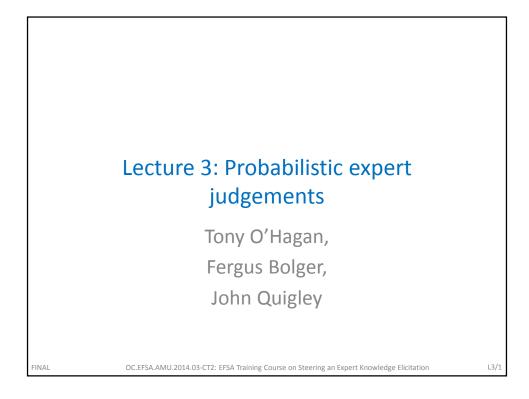
We can note that there were no rejected responses for this exercise. People generally find the roulette method easy to understand and to use – deceptively so because this exercise does suggest some unwanted influence from the choice of bins.

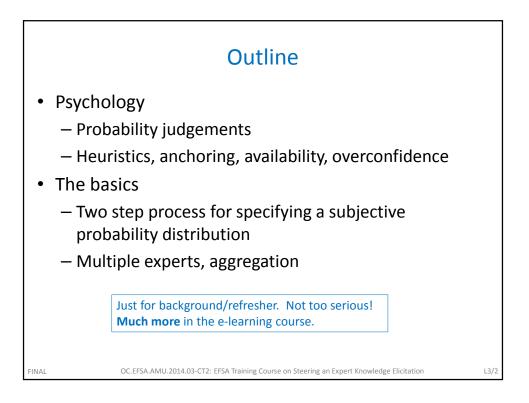


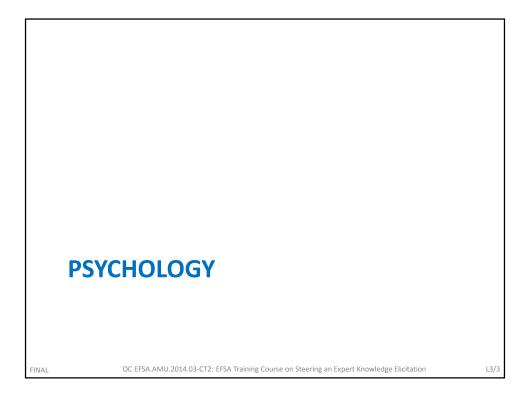


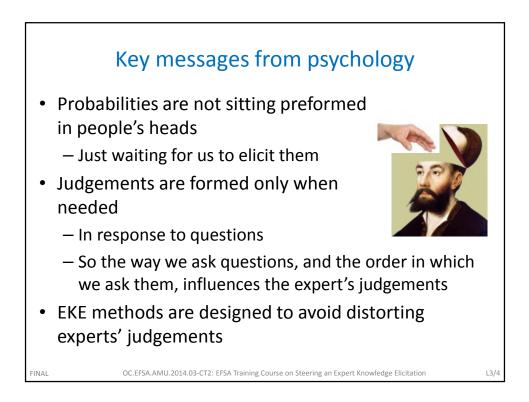


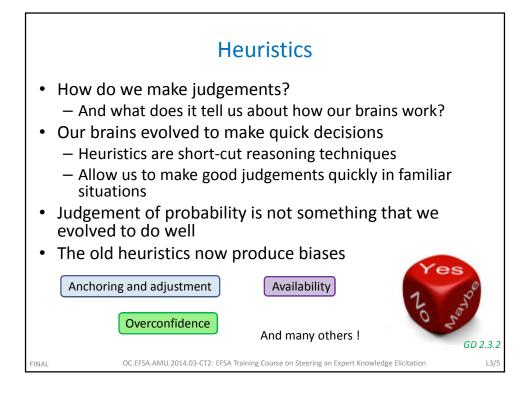
FINAL

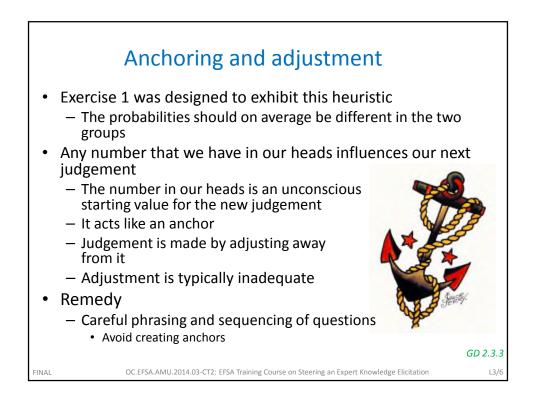


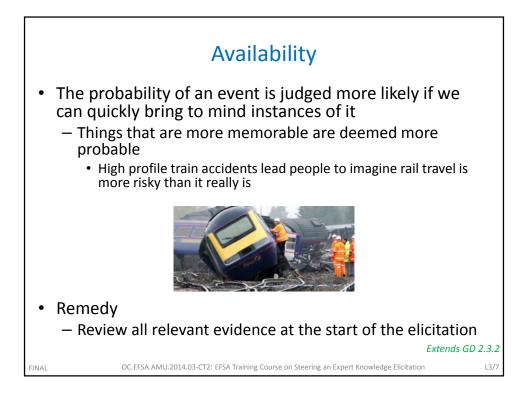


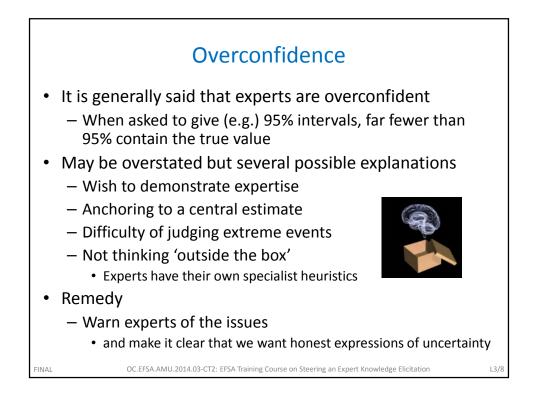


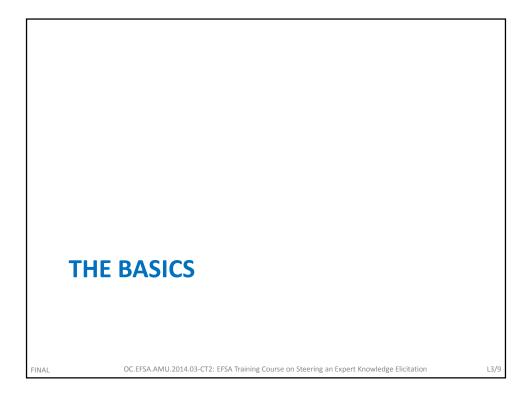


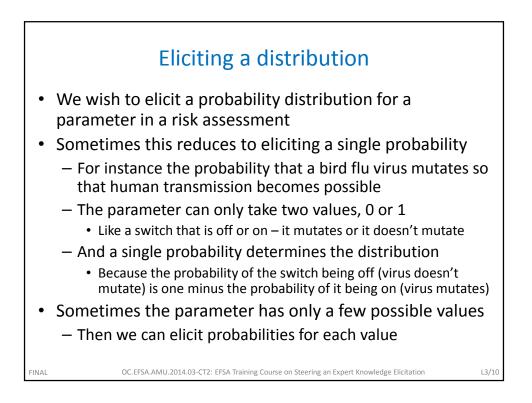


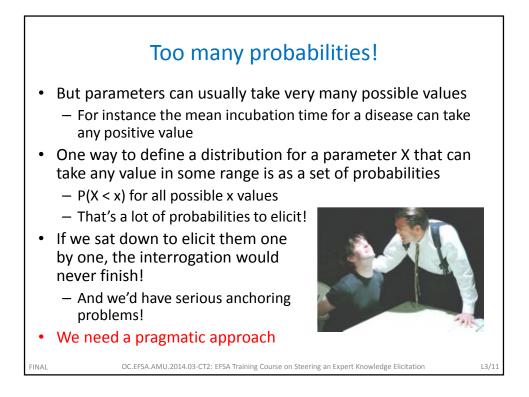


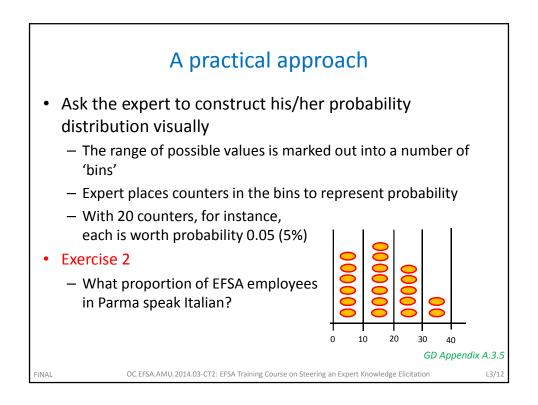


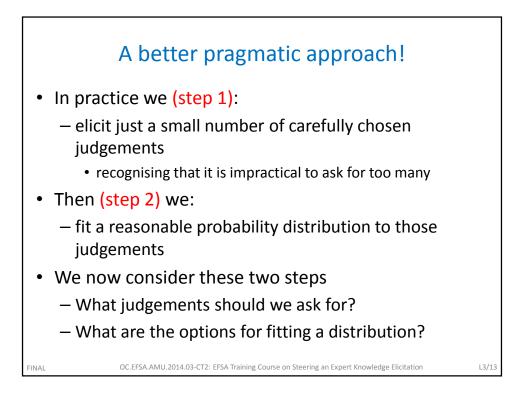


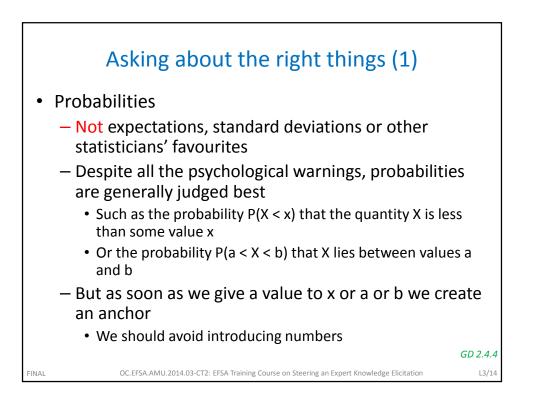


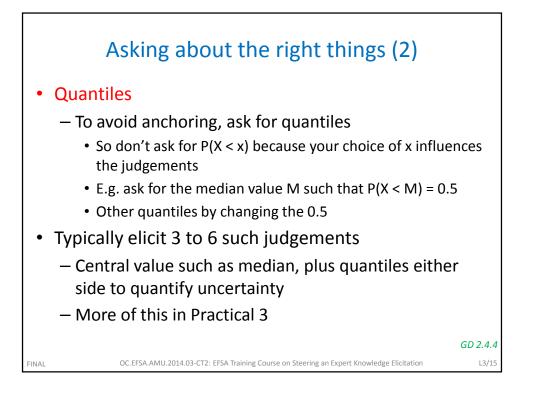


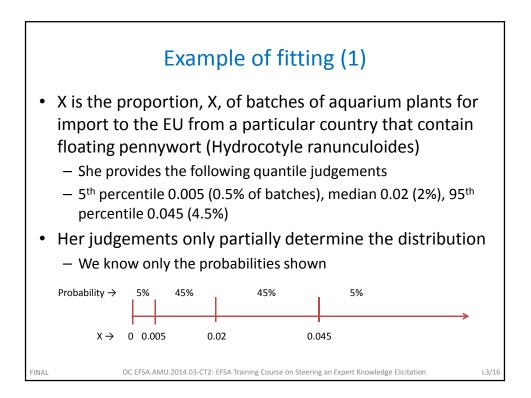


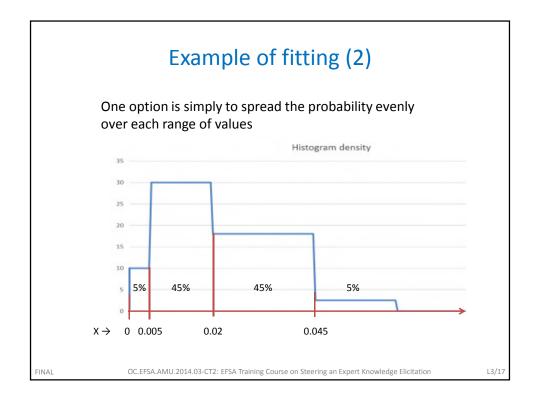


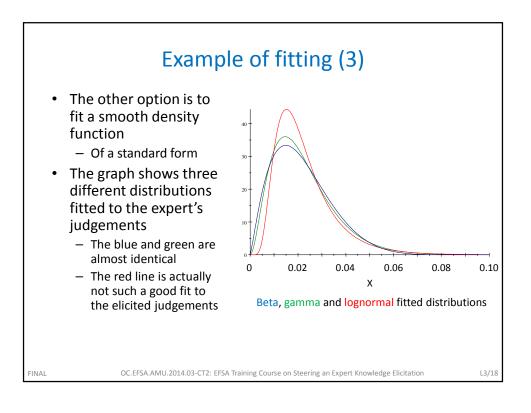


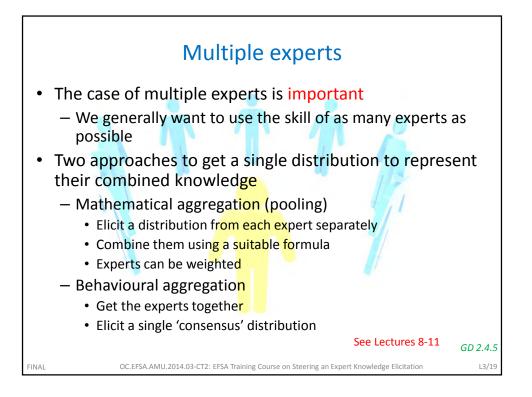


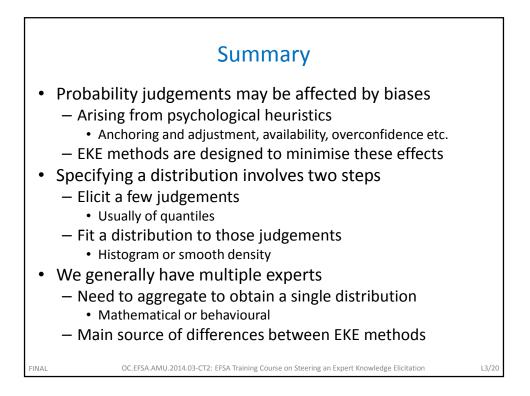


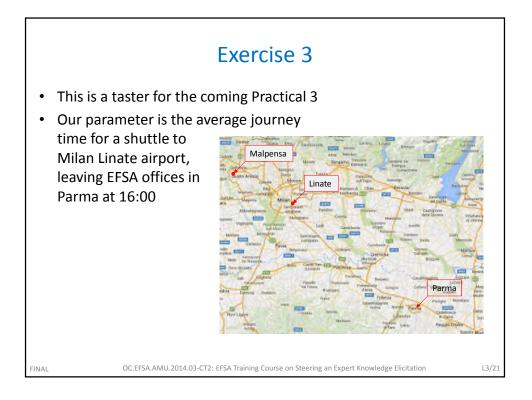


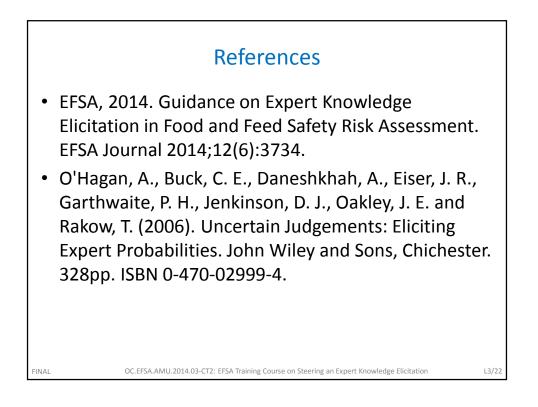




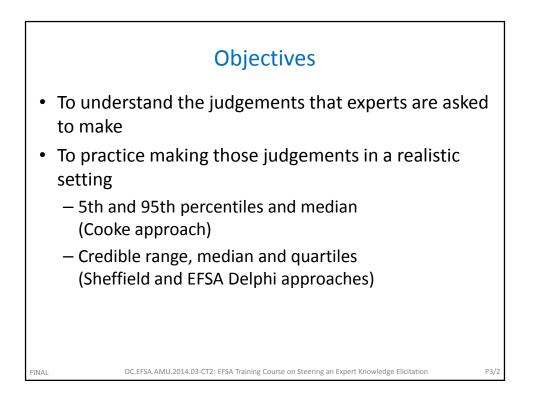


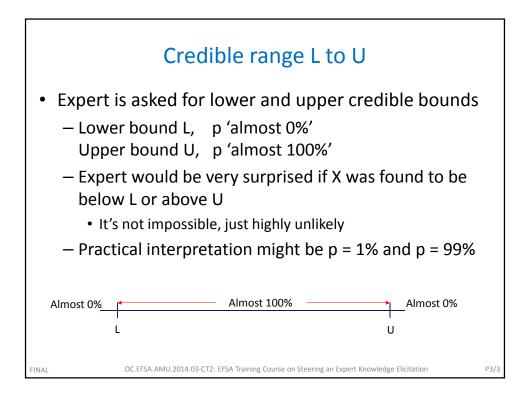


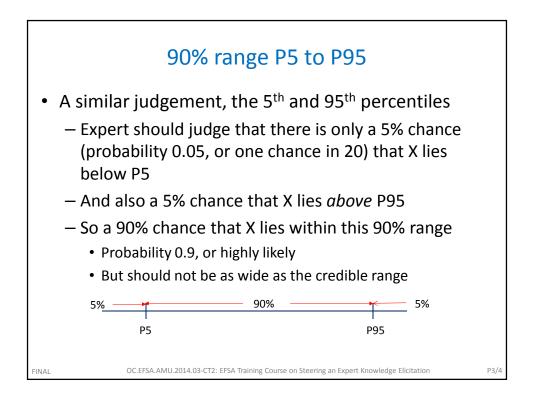


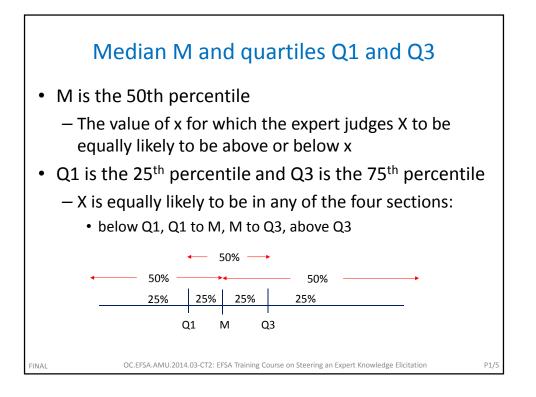


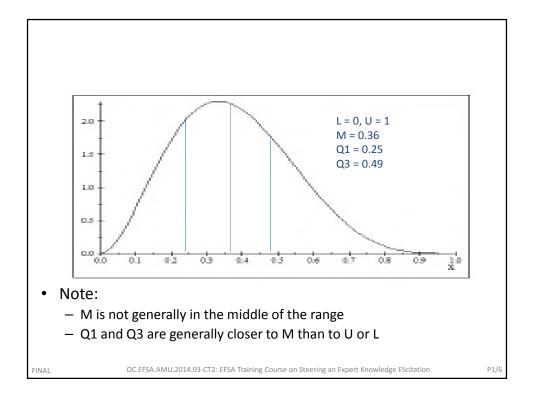


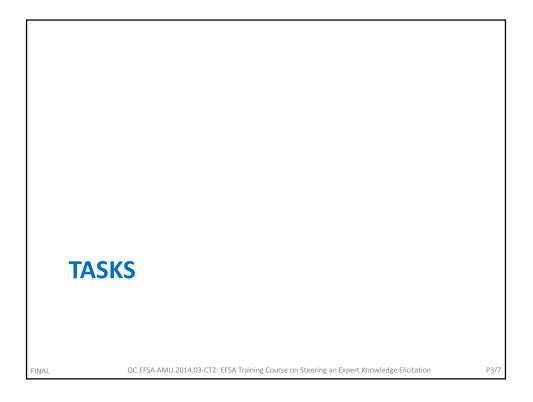


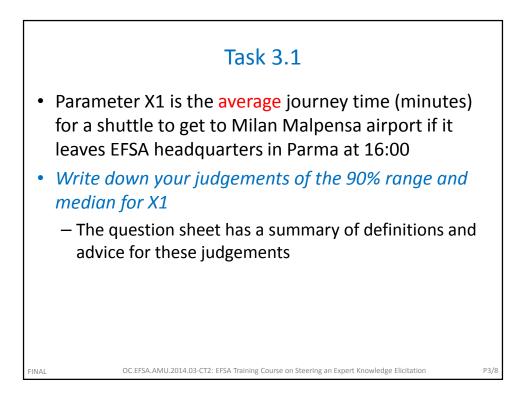


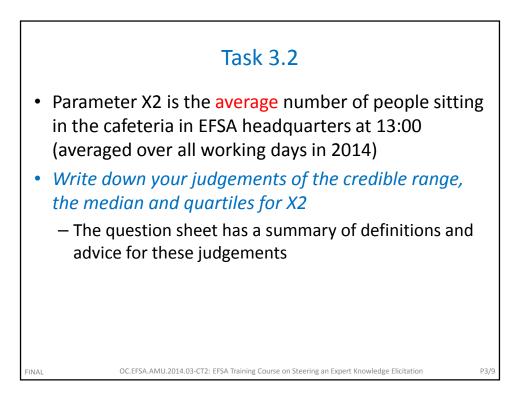












# Practical 3 – Task 3.1

The parameter X1 is the **average** time (minutes) for a shuttle to get to Milan Malpensa airport if it leaves EFSA headquarters in Parma at 16:00.

For this task, you will specify your median and your 90% range for X1. Please read the notes carefully before making your judgements.

Notes:

- 1. Remember that X1 is the **average** journey time, **averaged** over all journeys to Malpensa leaving at 16:00 on any working day in the year.
- The median value M is such that you think it equally likely that X1 will be above M or below M. It is a kind of estimate of X1, but an estimate with this specific meaning that you judge there to be a 50% chance that the average journey time is shorter than M and a 50% chance that it is longer than M.
- 3. The 90% range has a lower limit P5 and an upper limit P95. You should feel 90% certain that X1 will be between P5 and P95. (Again, **remember** that you are expressing uncertainty about the **average** journey time, **not** a single journey.) You should feel that there is a 5% chance (one in twenty) that X1 is below P5 and a 5% chance that it is above P95.

P5 =	(minutes)
M =	(minutes)
P95 =	(minutes)

# Practical 3 – Task 3.2

The parameter X2 is the **average** number of people sitting in the cafeteria in EFSA headquarters at 13:00 (averaged over all working days in 2014)

For this task, you will specify your credible range, median and quartiles for X2. Please read the notes carefully before making your judgements.

Notes:

- 1. Remember that X2 is the **average** number of people, **averaged** over all working days in the year.
- The credible range has a lower limit L and an upper limit U. You should feel that it is extremely unlikely (but not impossible) that X2 wold be less than L or more than U. If someone were to tell you that X2 really was below L, or above U, you would think that they had made a mistake.

L = .....

Notes:

3. The median value M is such that you think it equally likely that X2 will be above M or below M. It is a kind of estimate of X1, but an estimate with this specific meaning that you judge there to be a 50% chance that the average number of people is less than M and a 50% chance that it is more than M.

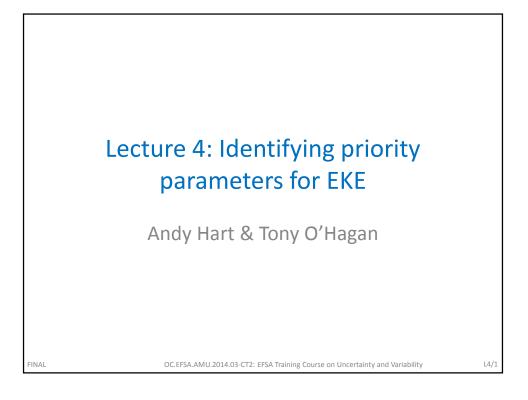
M = .....

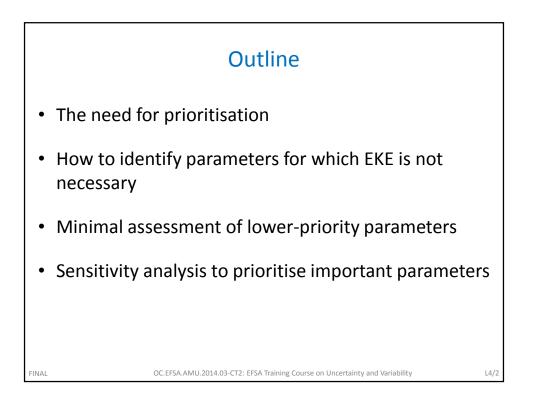
Notes:

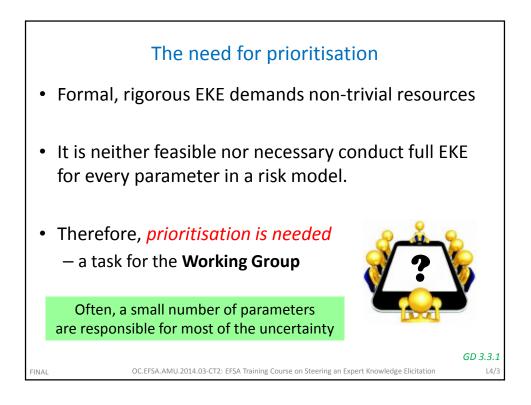
- 4. The lower quartile Q1 is a value between L and M such that you believe that X2 is equally likely to be in the range [L to Q1] or in the range [Q1 to M]. Similarly, Q3 is a value between M and U such that you believe that X2 is equally likely to be in the range [M to Q3] or in the range [Q3 to U].
- 5. Also, you should feel that X2 has a 50% chance of being between Q1 and Q3 (and a 50% chance of being outside this range)

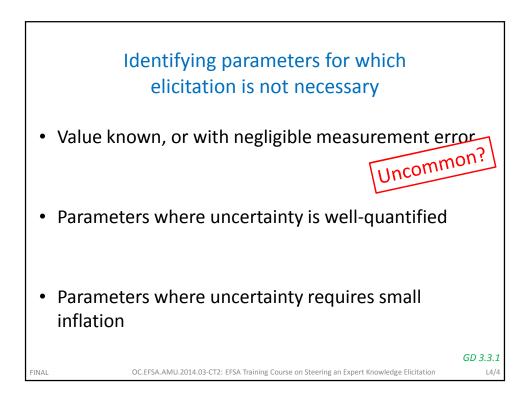
Q1 = .....

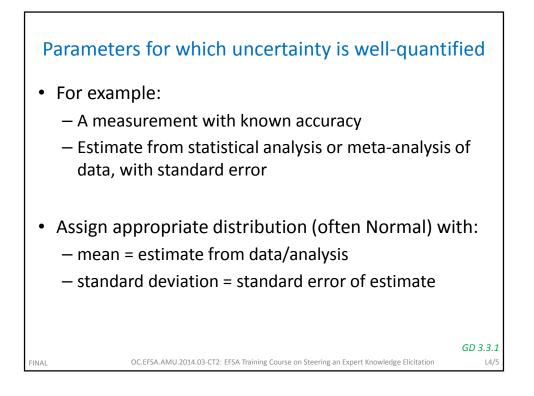
Q3 = .....

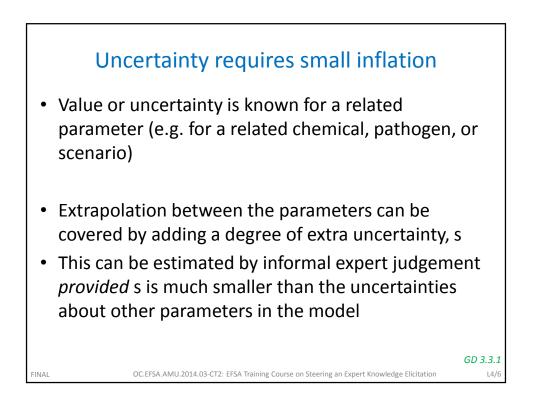


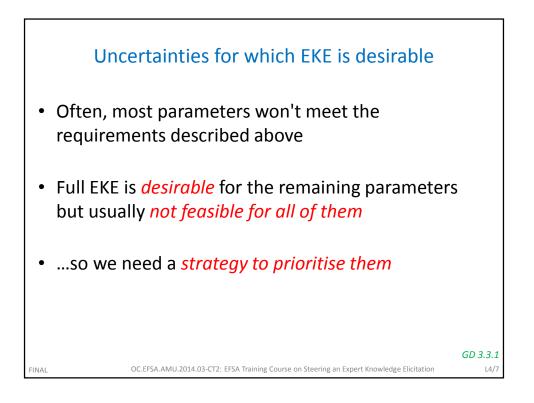


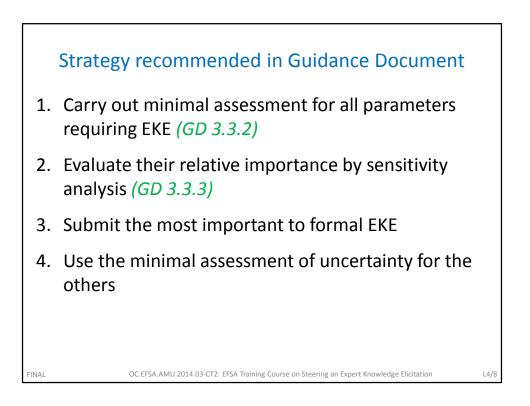


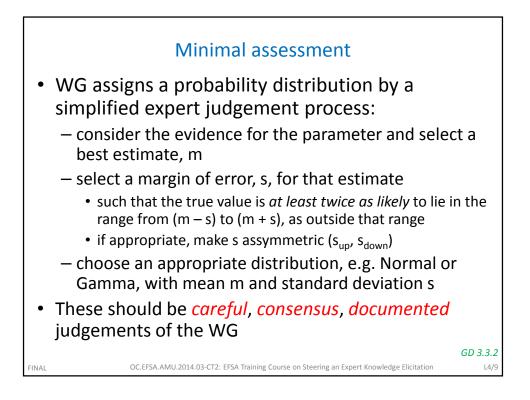


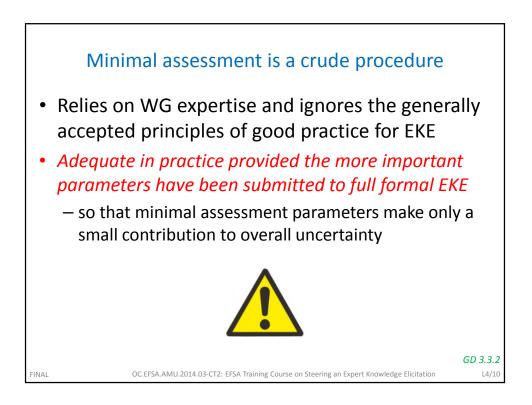


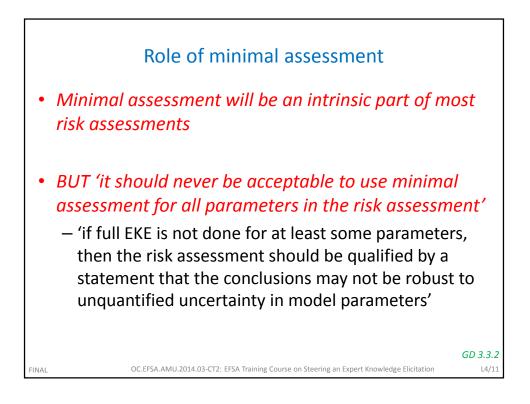


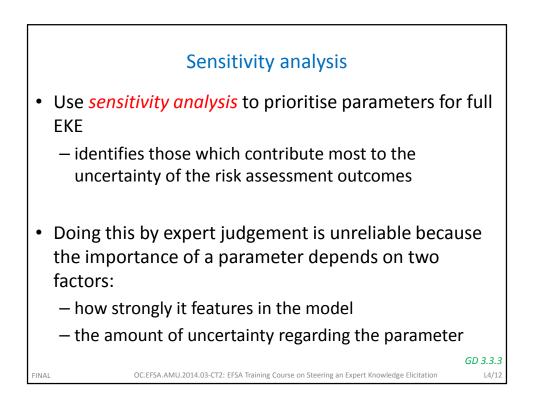


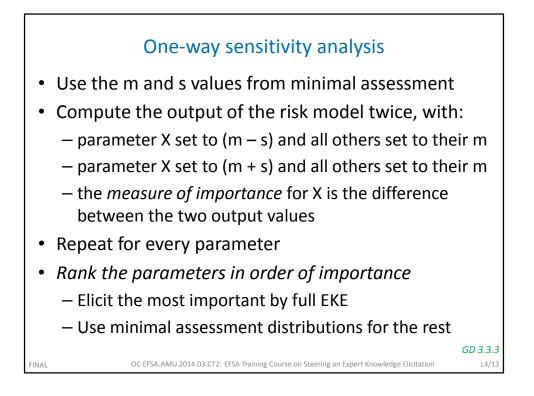


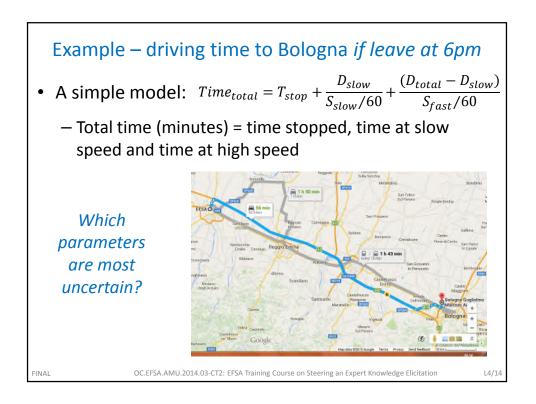


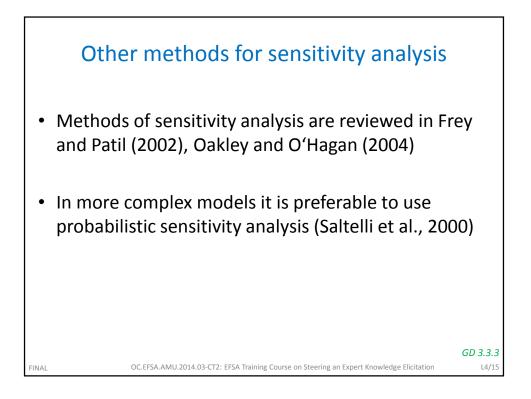


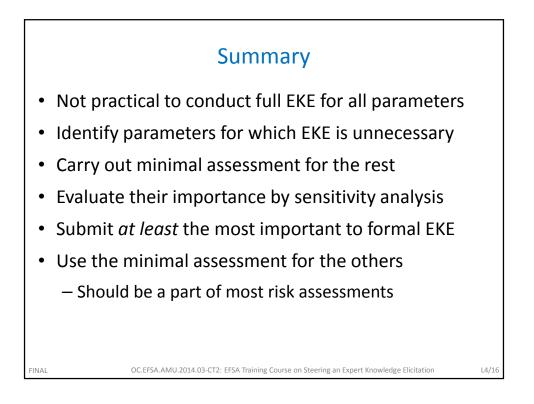


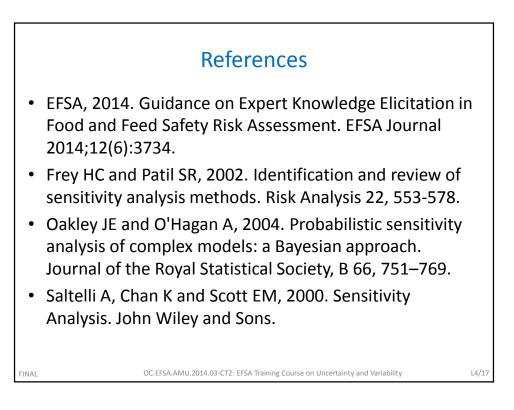


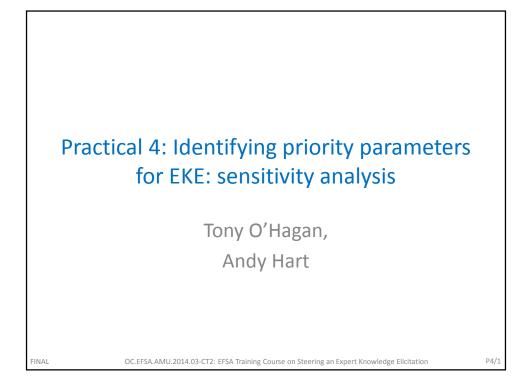


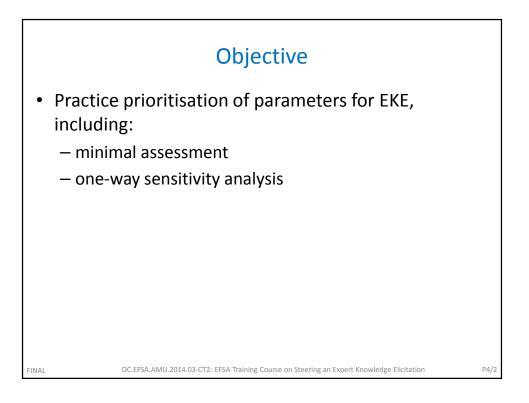


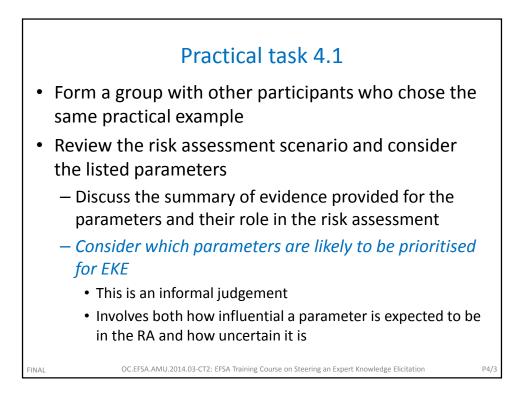


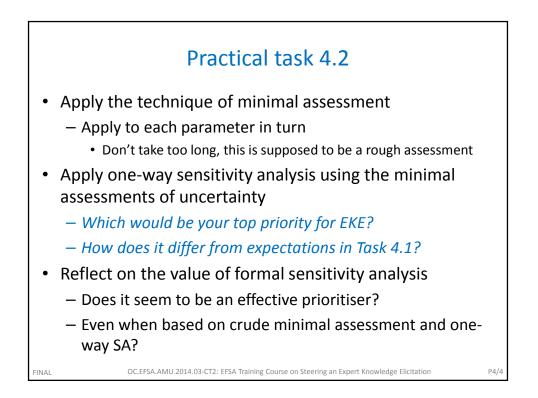


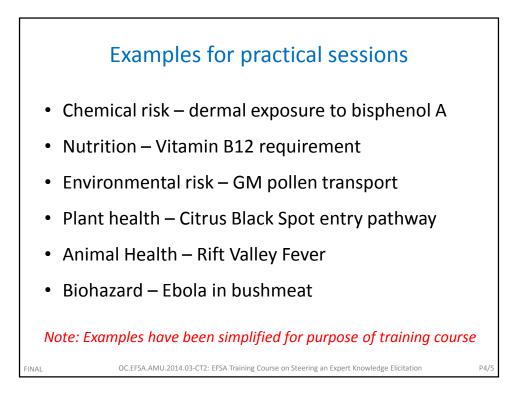


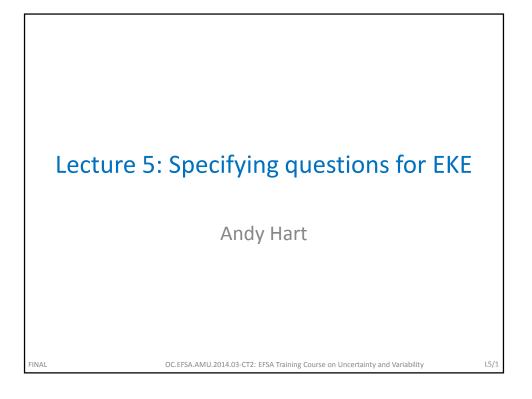


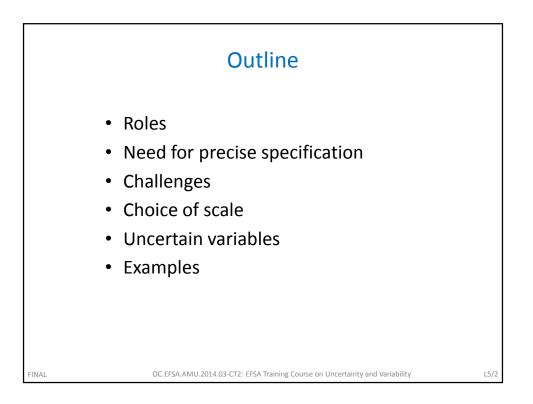


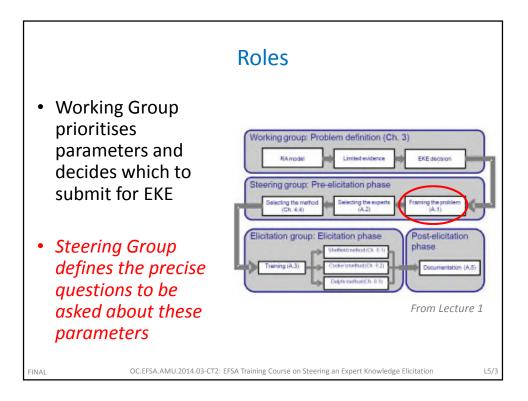


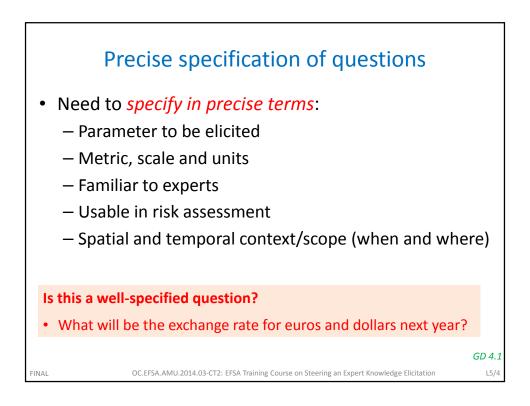


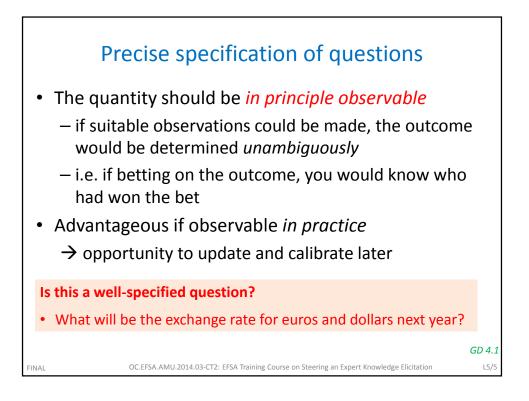


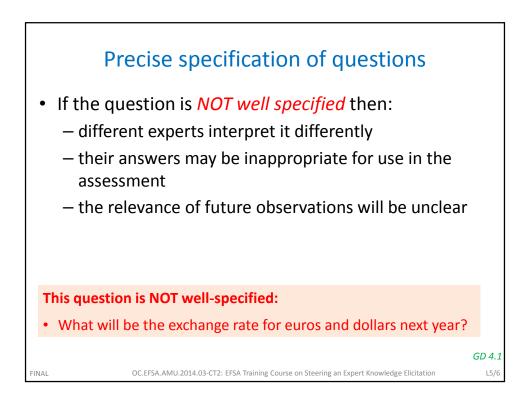


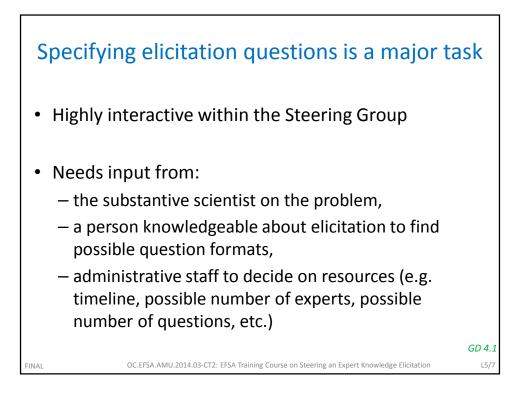


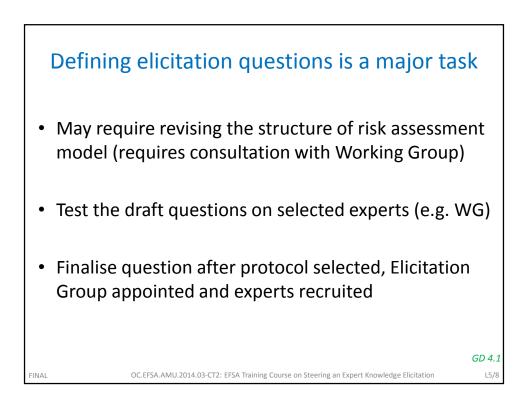


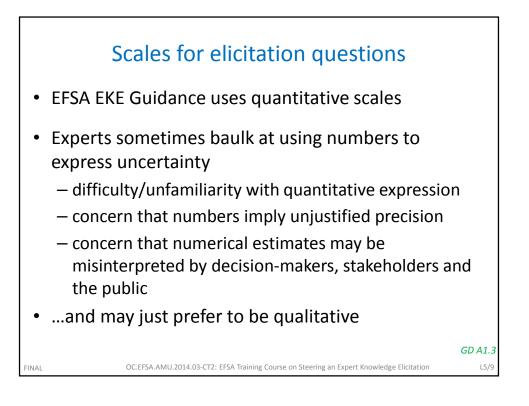


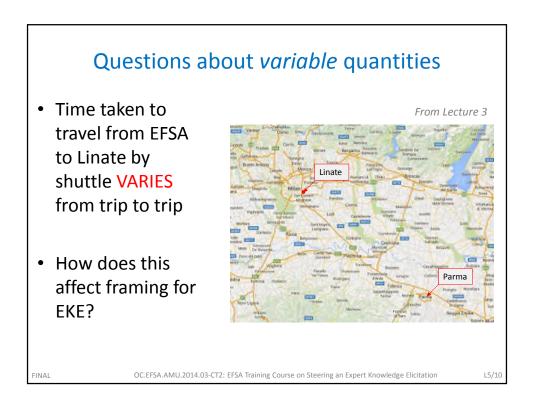


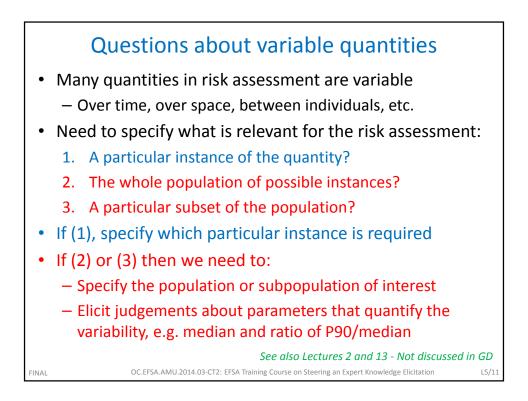


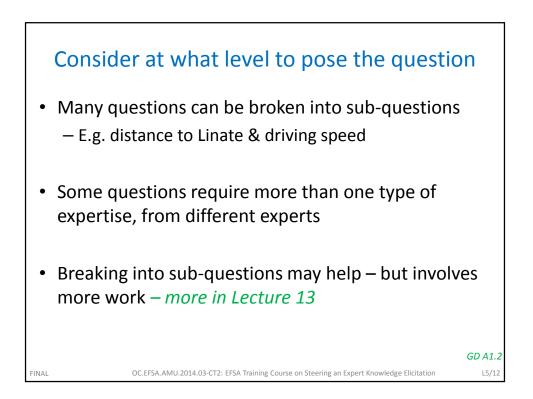


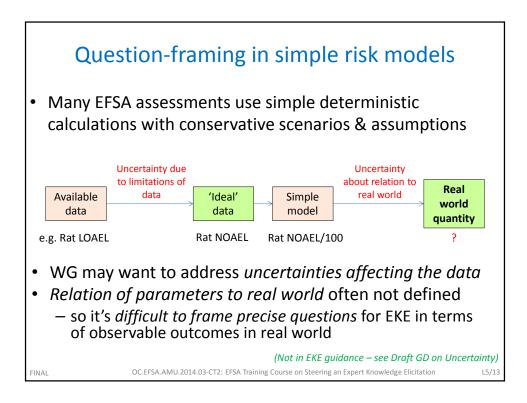


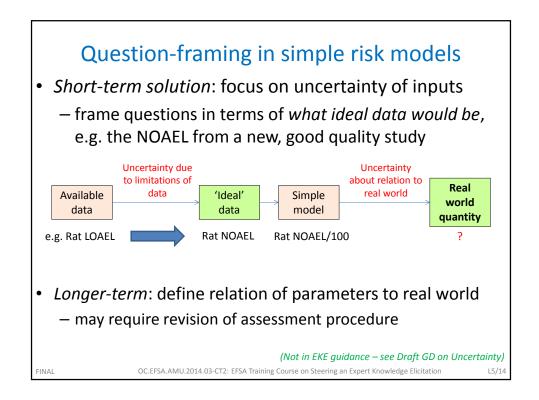


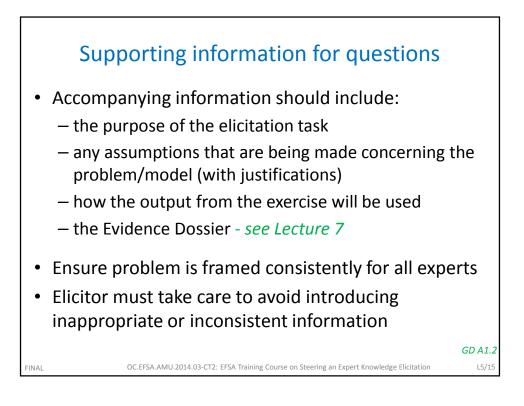


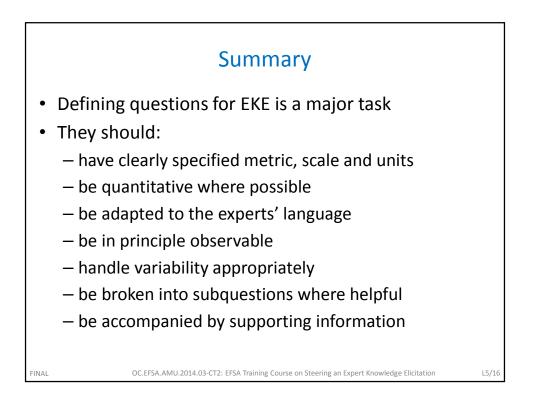


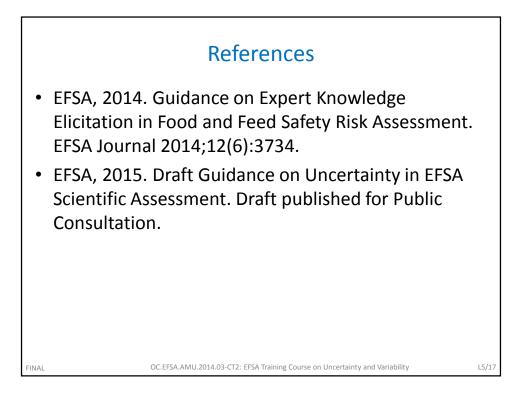


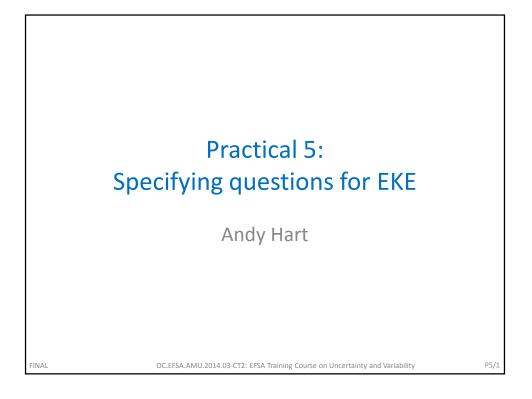


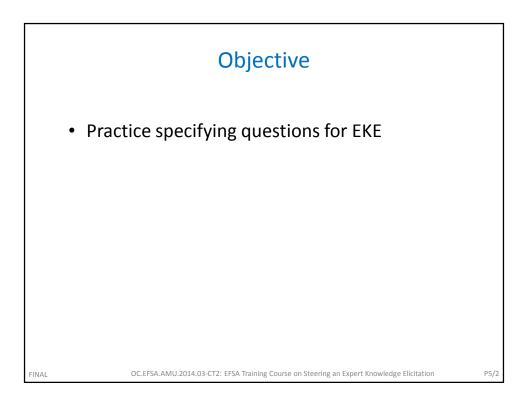


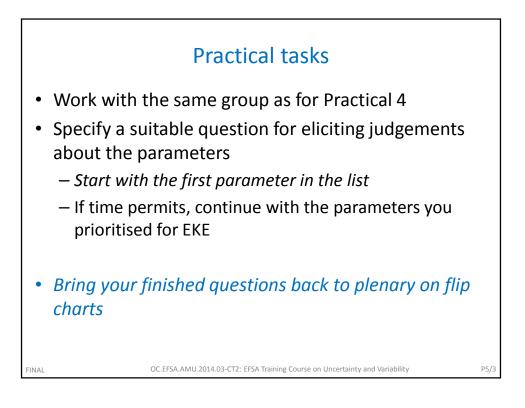




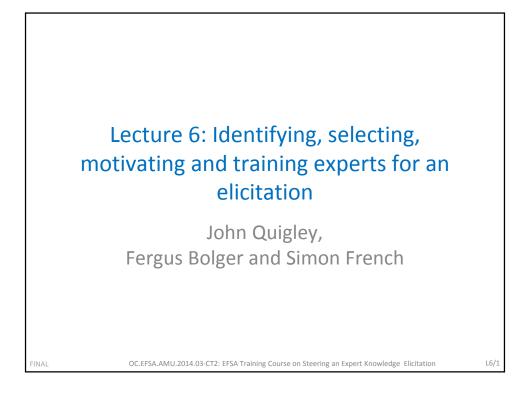








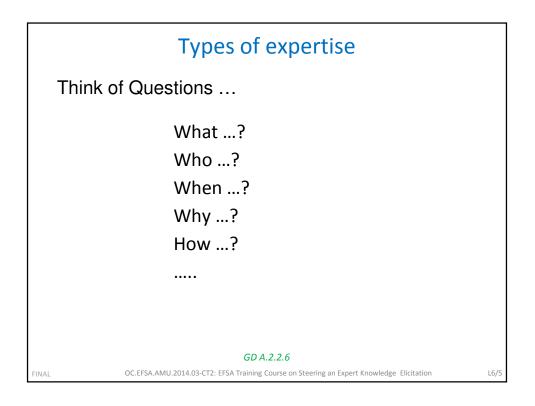
Case study	Parameter name	Description
PLH	Proportion infected	Proportion of fruits which are infected
AHAW	Volume	Number of animals to be transported from endemic countries to the RC.
BIOHAZ	Amount imported	Amount of bushmeat illegally imported into Europe
CHEM	Number of fingers	Average number of fingers that touch receipts during handling
ENV	Wind and rain	Effect of wind and rain on pollen concentrations
NDA	Growth factor	Additional cobalamin requirement for growth

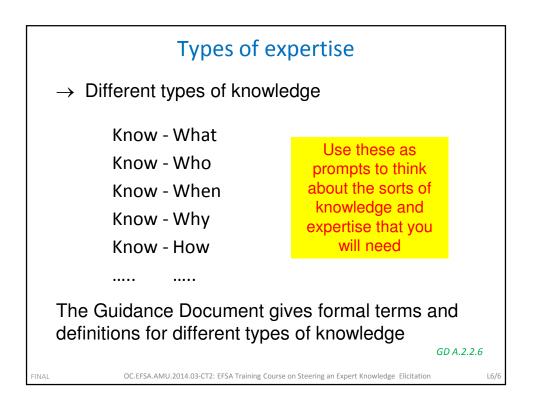


Outline <ul> <li>The nature of expertise</li> </ul>	
Identifying experts	
<ul> <li>Tasks of the Steering Group:</li> <li>Expert roles and profiles</li> <li>How many experts?</li> <li>Long-listing</li> </ul>	
<ul> <li>Tasks of the Elicitation Group:</li> <li>Screening and short-listing</li> <li>Creating heterogeneity</li> <li>Inviting the experts</li> <li>Expert motivation and retention</li> </ul>	
Note: identifying expertise needed and recruiting the experts requires your judgement and expertise	
FINAL OC.EFSA.AMU.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L6/2



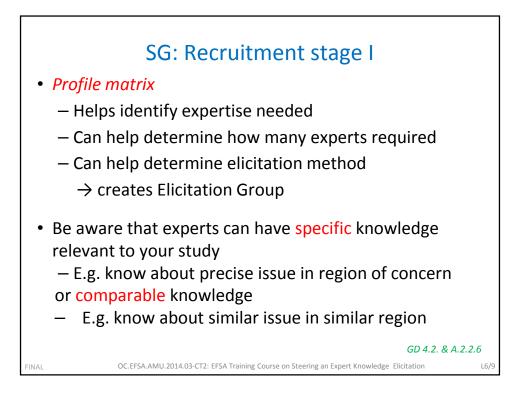




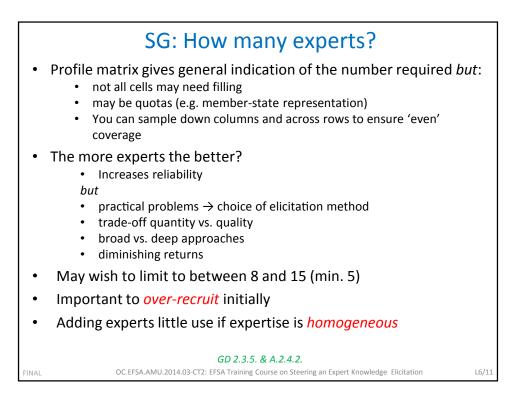




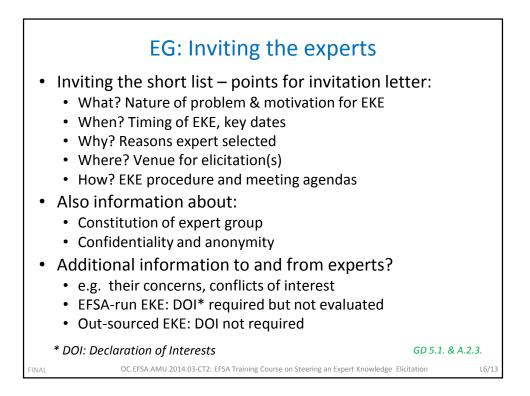
Knowled	ts	Country	Expert Roles				
				Industry		Govt	Academia (Scientist)
Substantive Expertise	Importance	Specificity		Supply chain	Production	(Inspector)	(Scientist
Immunity to levels of	Essential	Specific	AA				
salmonella			BB				
		Comparable	AA				
			BB				
Quality of Food in supply	Essential	l Specific	AA				
chain			BB				
		Comparable	AA	Note: this is an example, <i>not</i> a			n
			BB				
Conditions of fast food	ood Essential	Specific Comparable	AA				
kitchen			BB	terr	plate!	Desig	gn 🛛
			AA	the matrix for your			
			BB	life	mainx	IOF yo	ui
Standard contamination	Desirable	Specific	AA		cont	ext	
metrics			BB				
		Comparable	AA				
			BB				
Expressing risk and	Desirable	Specific	AA				
uncertainty as probability	ty		BB				
		Comparable	AA				
			BB				

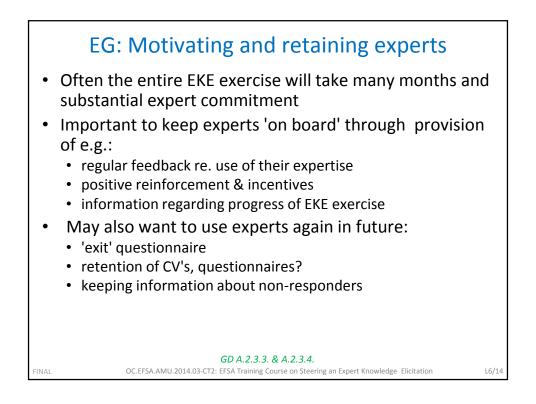




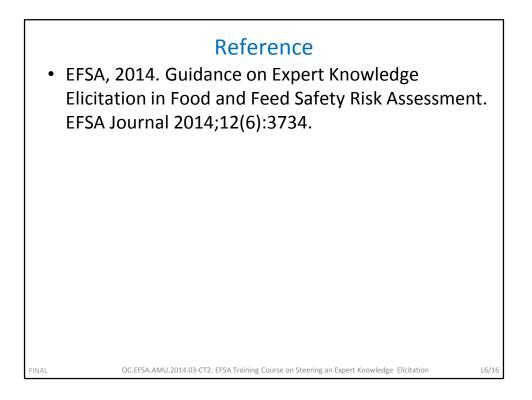


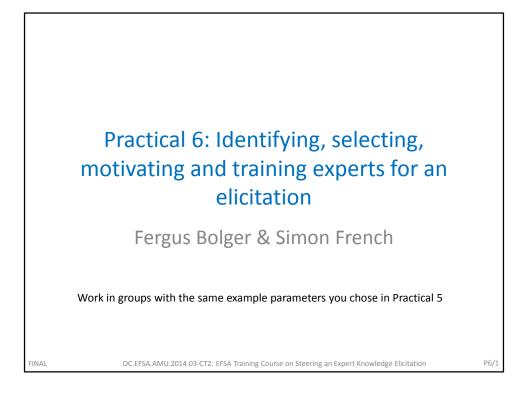
EG: Screening				
<ul> <li>May wish/need to cut down long list → short list</li> <li>EFSA guidelines: develop a questionnaire to assist this</li> </ul>				
Relevant considerations include:				
<ul> <li>Job description – title, expertise area, years experience, practical vs. theoretical etc.</li> </ul>				
<ul> <li>Experience of making judgements:         <ul> <li>amount of judgment vs. data and models</li> <li>feedback on accuracy</li> <li>data availability and quality</li> <li>nature and experience of judging probability and risk</li> </ul> </li> </ul>				
<ul> <li>Training received → training needs</li> </ul>				
<ul> <li>Training in expressing uncertainties as probabilities</li> </ul>				
<ul> <li>e-learning material</li> </ul>				
GD A.2.2.7. FINAL OC.EFSA.AMU.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L6/12			



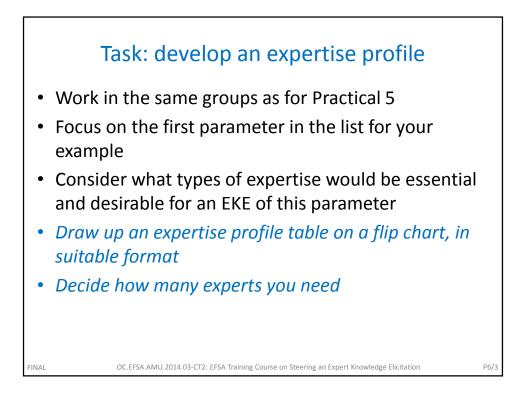




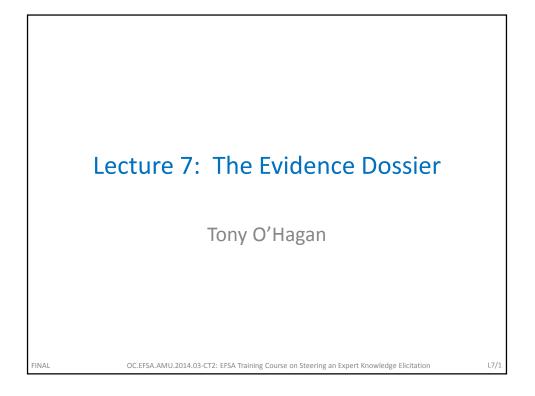


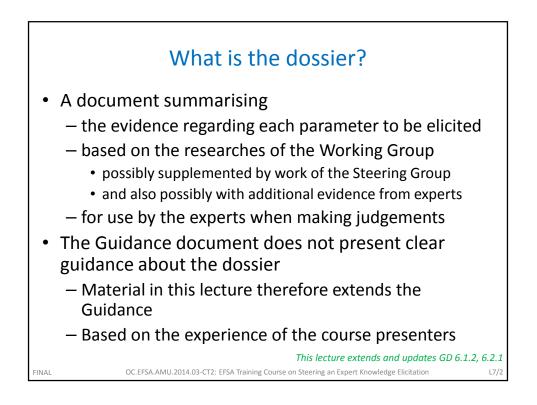


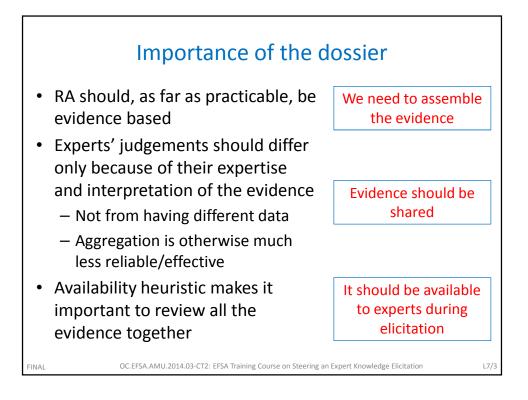


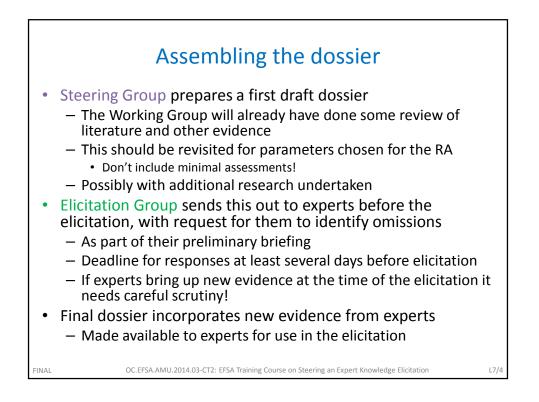


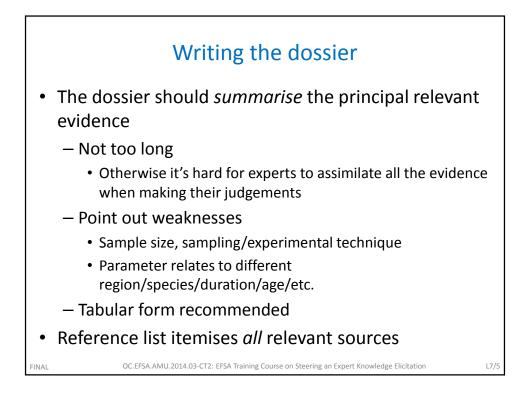
Case study	Parameter name	Description
PLH	Proportion infected	Proportion of fruits which are infected
AHAW	Volume	Number of animals to be transported from endemic countries to the RC.
BIOHAZ	Amount imported	Amount of bushmeat illegally imported into Europe
CHEM	Number of fingers	Average number of fingers that touch receipts during handling
ENV	Wind and rain	Effect of wind and rain on pollen concentrations
NDA	Growth factor	Additional cobalamin requirement for growth

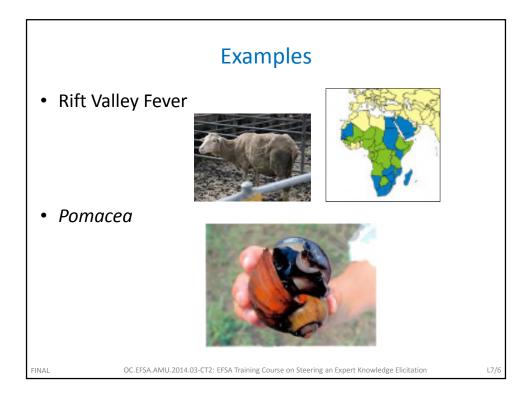












## Summary

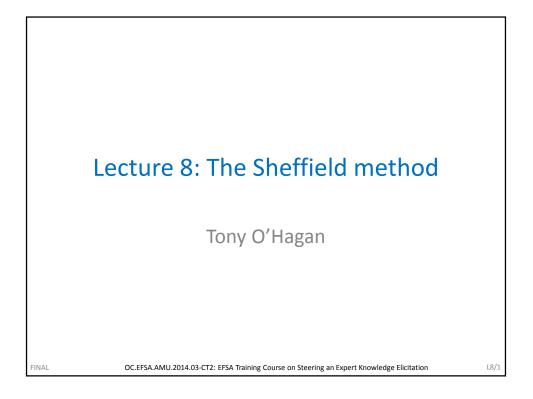
- The evidence dossier is an important mechanism to ensure that all relevant information is assembled and is available to all the experts during elicitation
- It presents a summary of the most important evidence
   With references
- It is assembled by Steering Group

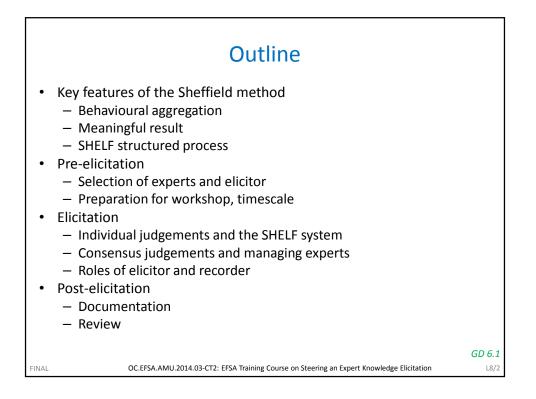
FINAL

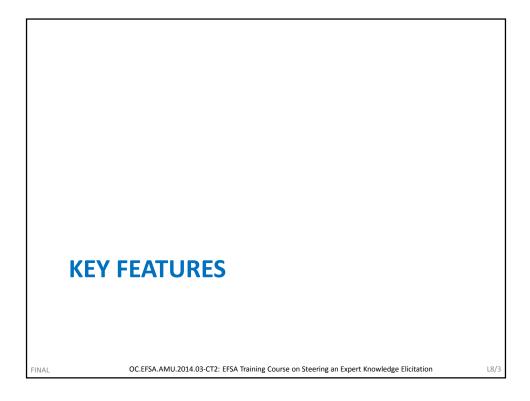
- Based on initial evidence review by Working Group
- Supplemented where appropriate by additional research
- And including any new evidence submitted by experts prior to the elicitation

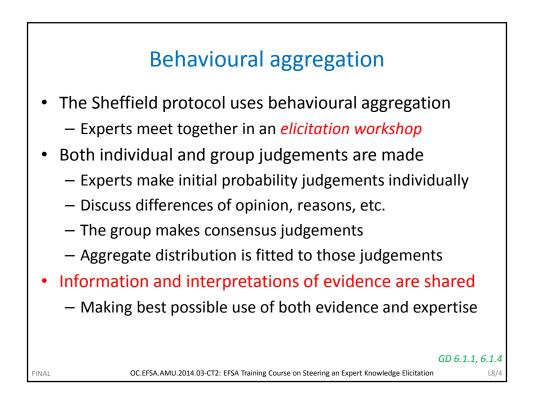
OC.EFSA.AMU.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation

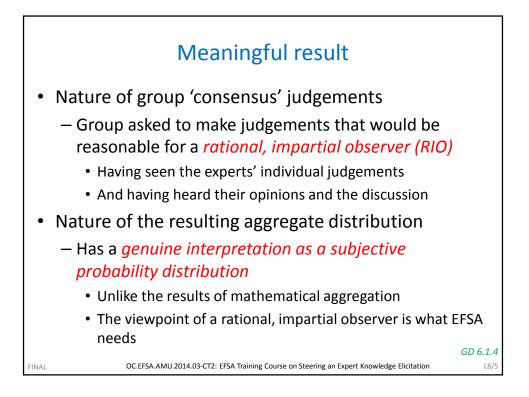
L7/7

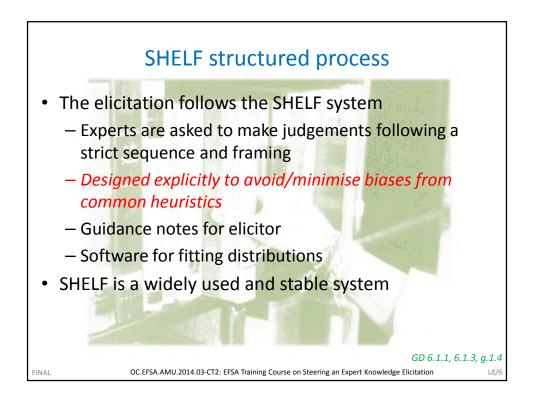


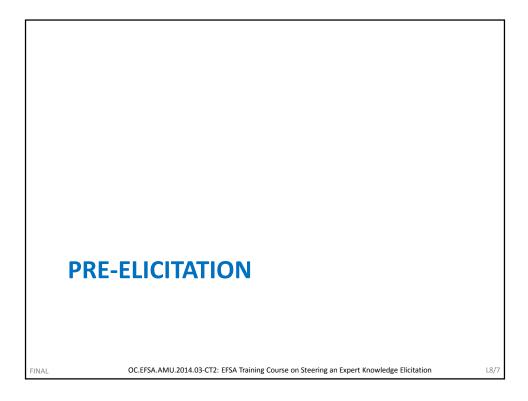




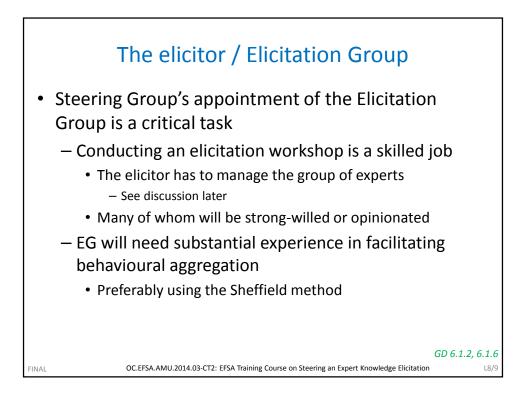


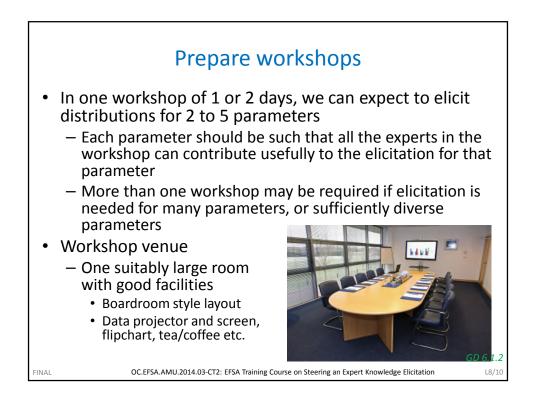


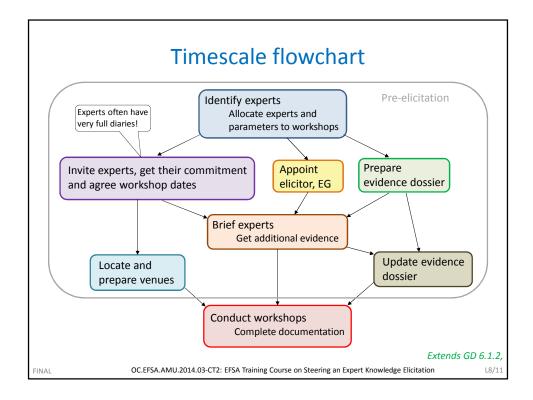


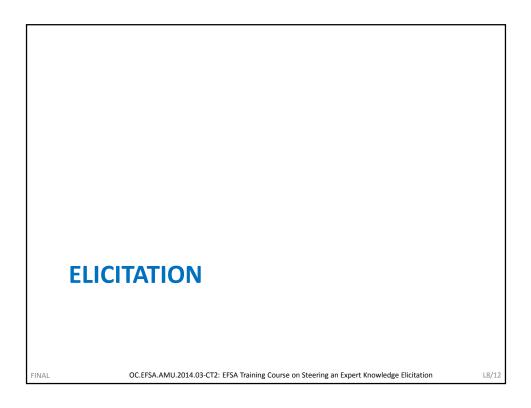


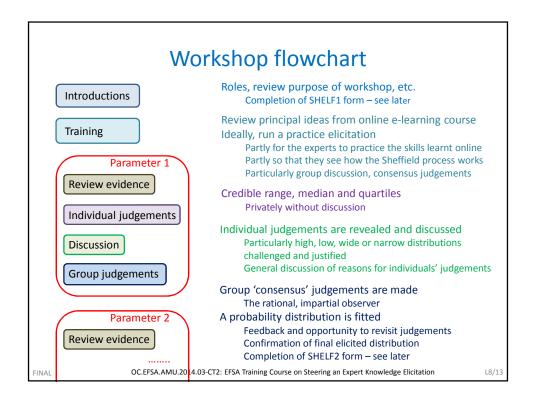






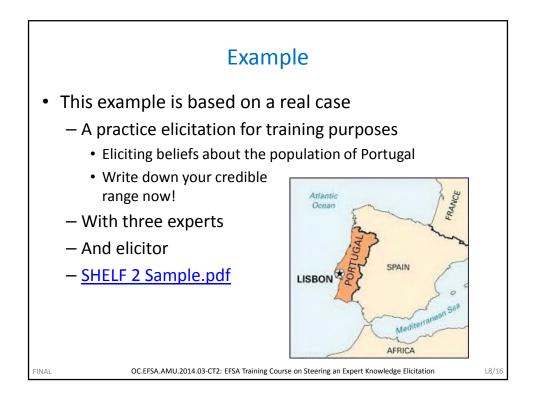


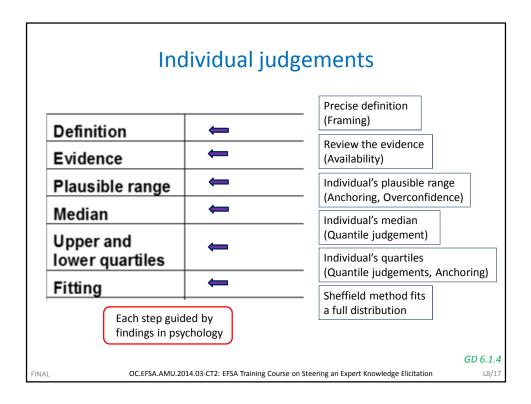


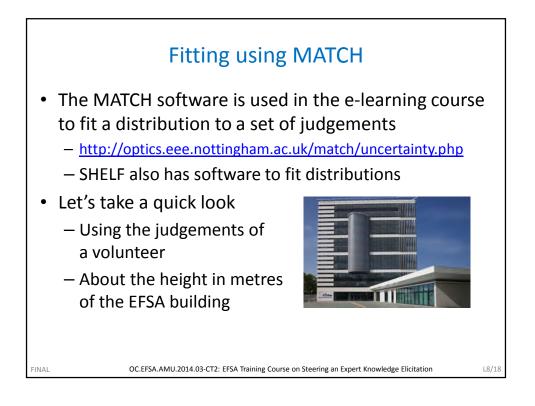


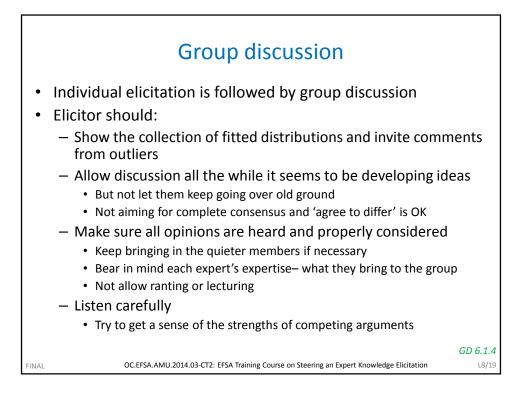
The SH		FORM RECORD – Part 1 – Context
<ul> <li>At the beginning of a workshop this form is completed</li> </ul>	Elicitation title Session Date Part 1 start time	
It records basic information	Attendance and roles Purpose of elicitation	
<ul> <li>Note         <ul> <li>This record</li> <li>Orientation and training</li> </ul> </li> </ul>	This record	Participants are aware that this elicitation will be conducted using the Sheffield Elicitation Framework, and that this document, including attachments, will form a record of the session.
<ul> <li>Declarations of interests</li> </ul>	Orientation and training	
– Evidence	Participants' expertise	
<ul> <li>Structuring</li> </ul>	Declarations of interests	
<ul> <li>Definitions</li> </ul>	Strengths and weaknesses Evidence	
	Structuring	
GD 6.1.3	Definitions Part 1 end time Attachments	Steering an Expert Knowledge Elicitation 18

The SI	HELF2 form ELICITATION RECORD – Part 2 – Distribution
<ul> <li>This form is completed for each elicited parameter</li> <li>It provides a record of the elicitation</li> </ul>	Elicitation title         Session         Date         Quantity
<ul><li>elicitation</li><li>There are two judgement phases</li></ul>	Start time       Definition       Evidence       Plausible range
<ul> <li>Individual judgements</li> </ul>	Median           Upper and           lower quartiles           Fitting           Group
<ul> <li>Group consensus judgements</li> </ul>	elicitation Fitting and feedback Chosen distribution Discussion
FINAL OC.EFSA.AMU.2014.03-CT2: EFSA	End time           Attachments           Training Course on Steering an Expert Knowledge Elicitation           L8/15

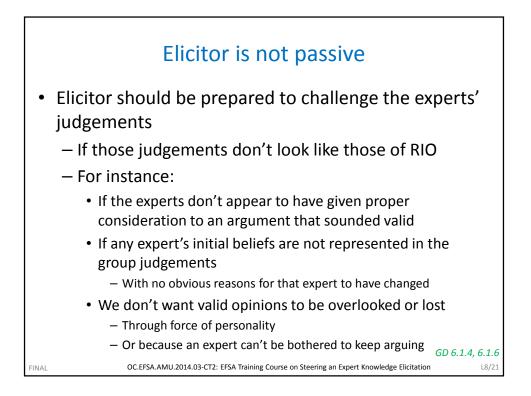


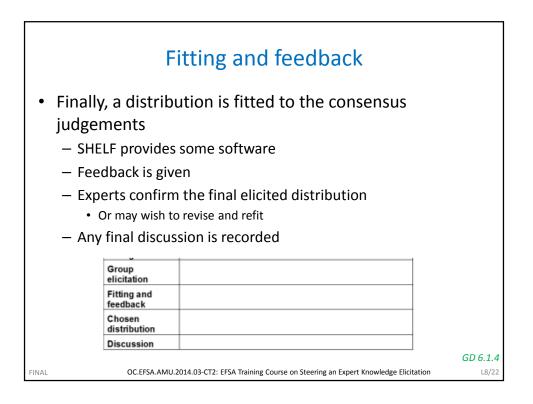


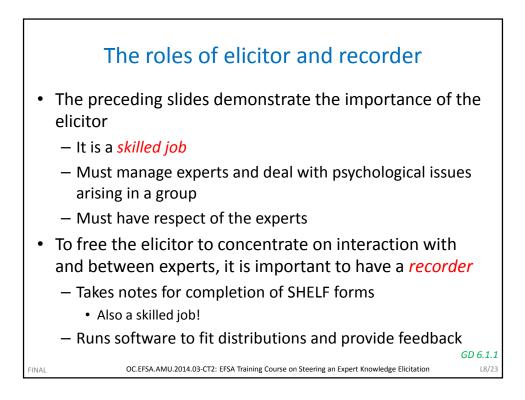


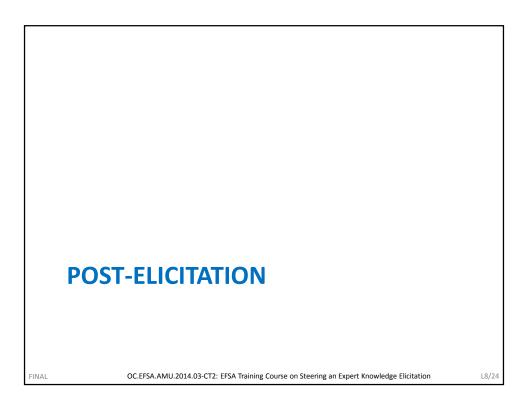


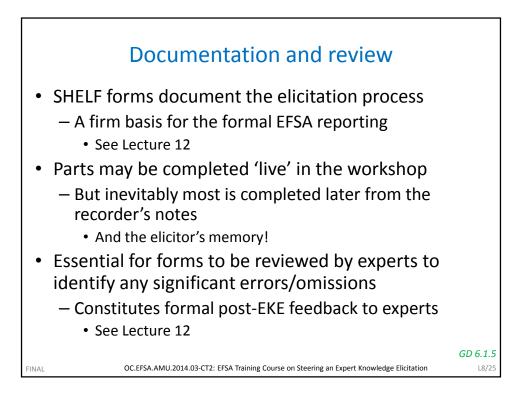


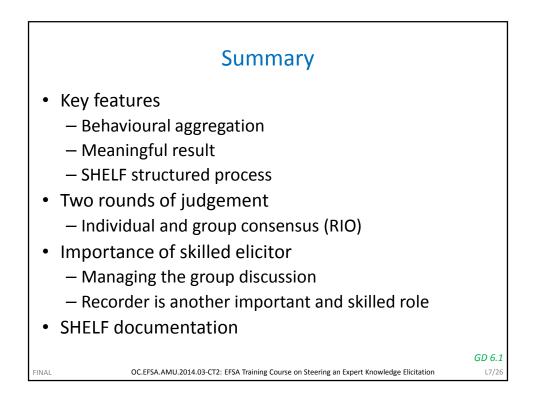


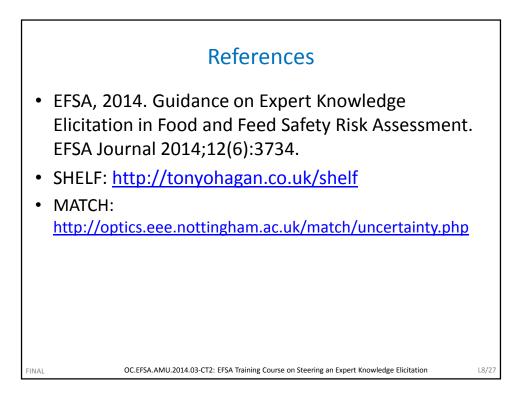


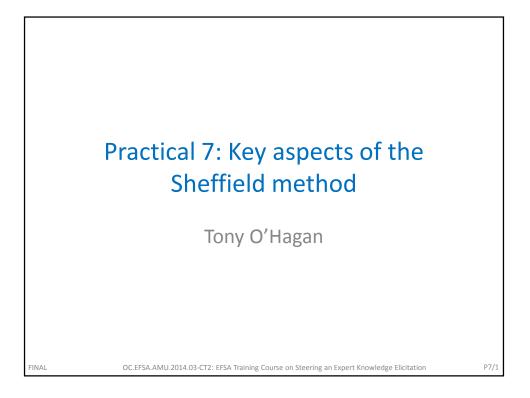


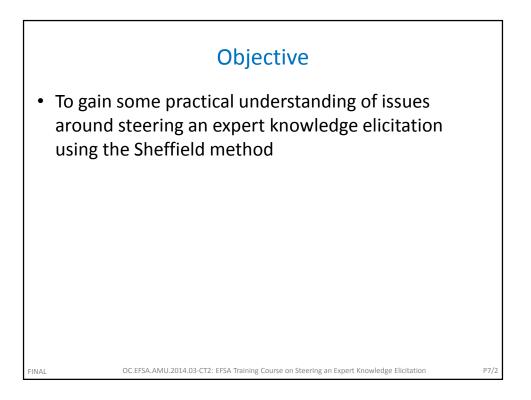


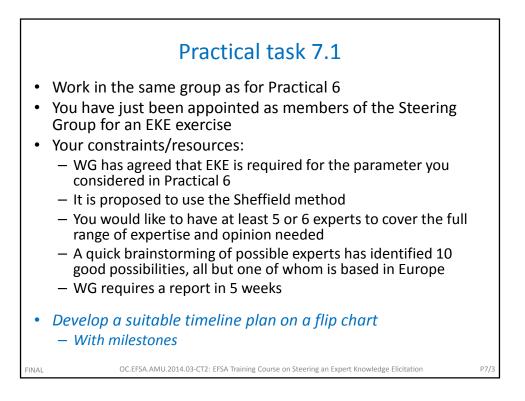


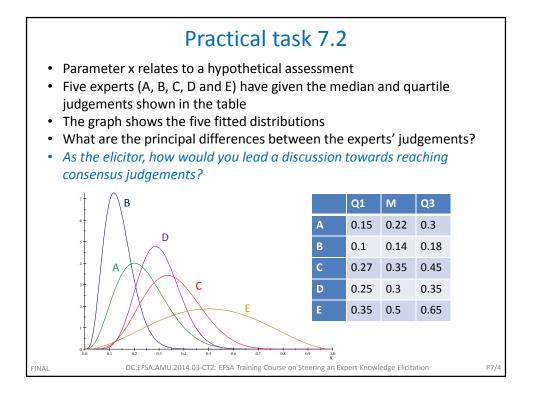


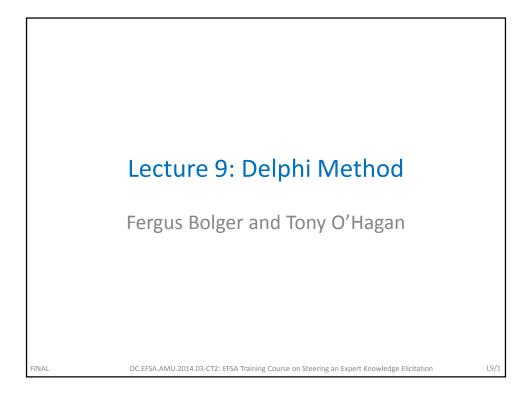


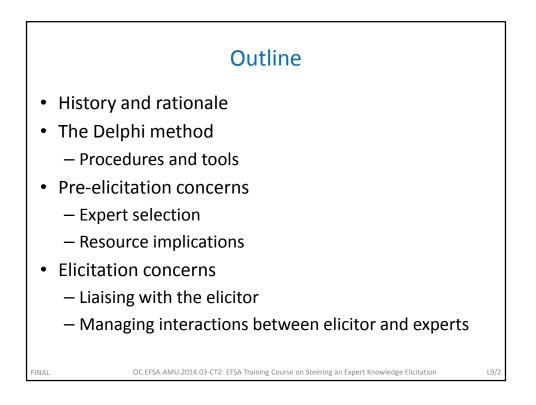


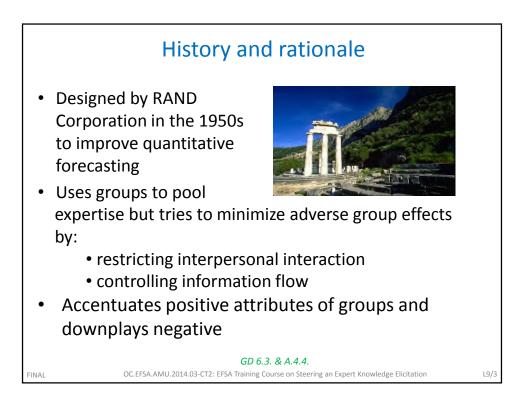


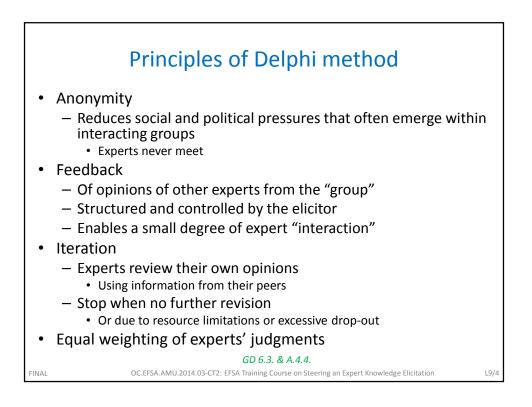


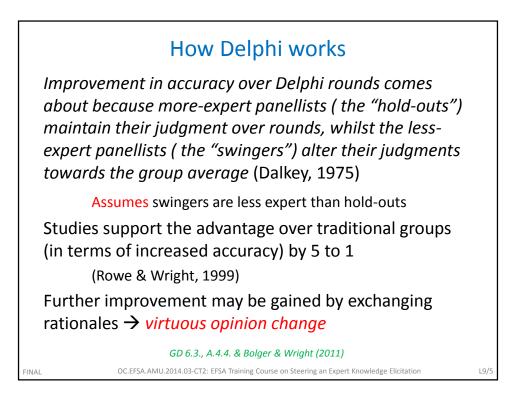


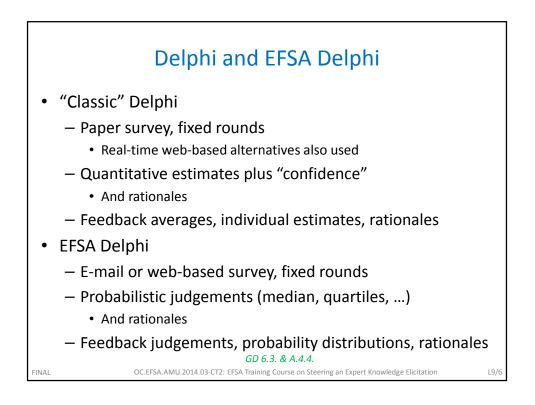


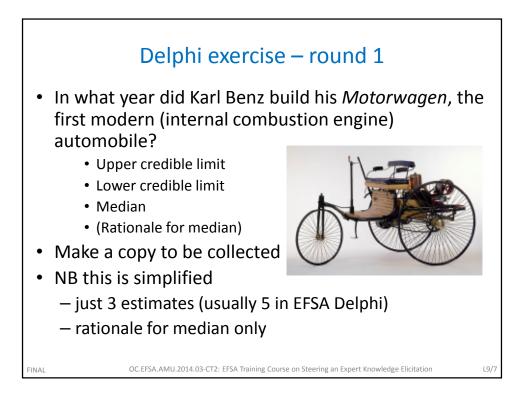


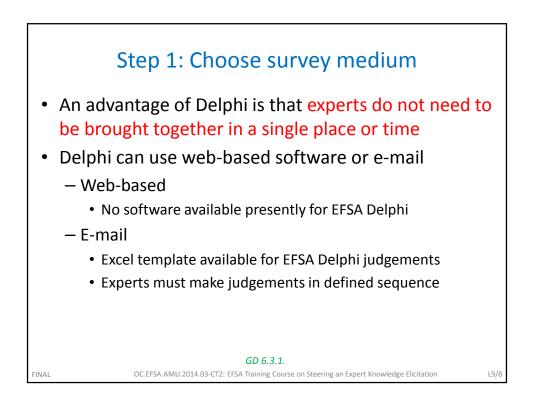


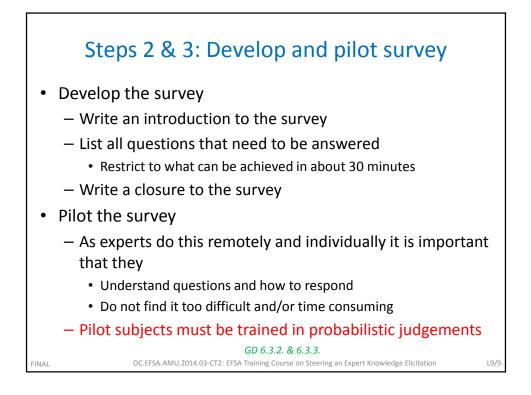


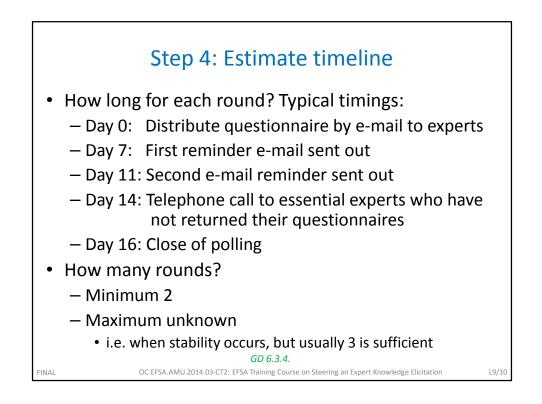




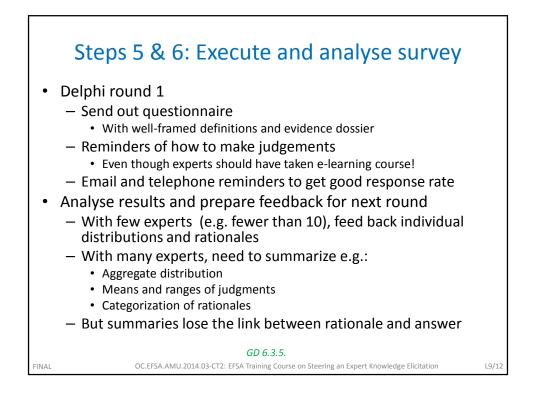


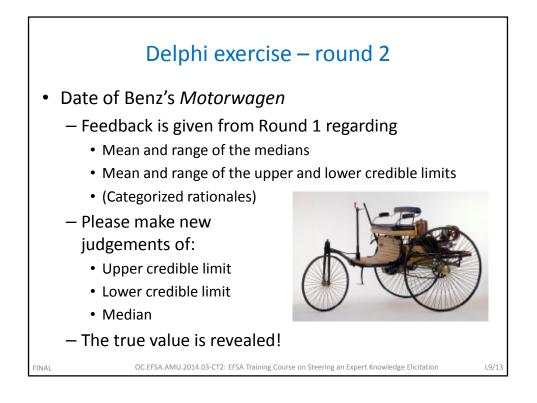


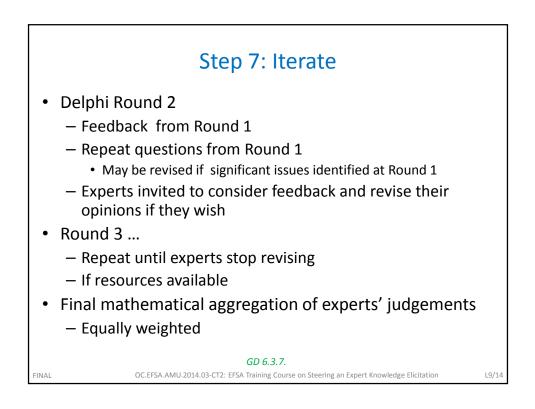


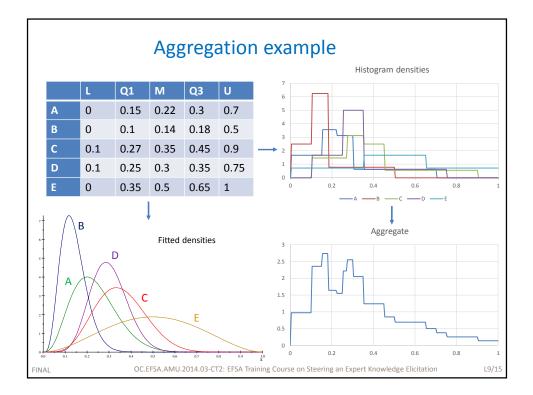


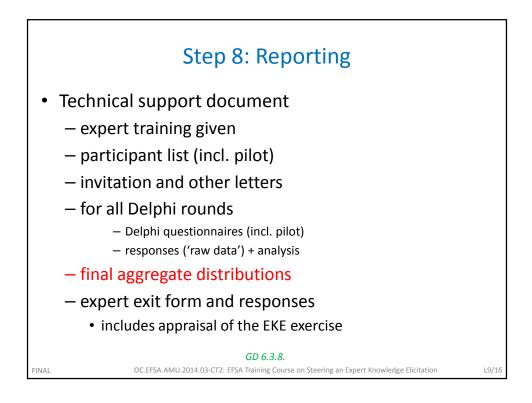
Estimate timeline for	whole survey
Step	Estimated time needed
Delphi round 1	About 5–10 weeks
<ol> <li>Choose survey medium</li> <li>Survey development</li> <li>Pilot of survey</li> <li>Estimate timeline</li> <li>Survey out with expert participants</li> <li>Data collation &amp; analysis</li> </ol>	1 day 1–3 weeks 1-2 weeks 1 day 2–3 weeks 1–2 weeks
7. Subsequent rounds each	4-9 weeks
8. Reporting	1-2 weeks
Total for a 3-round Delphi	14-30 weeks
FINAL OC.EFSA.AMU.2014.03-CT2: EFSA Training Course on	Steering an Expert Knowledge Elicitation L9/11

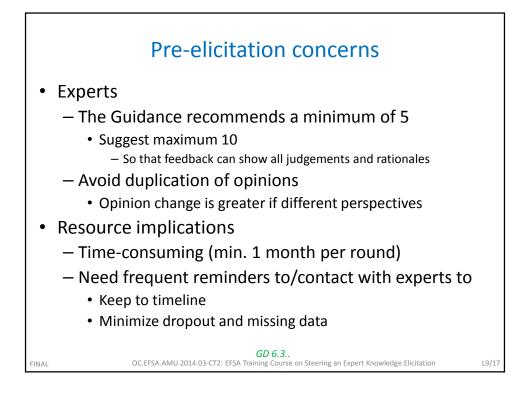


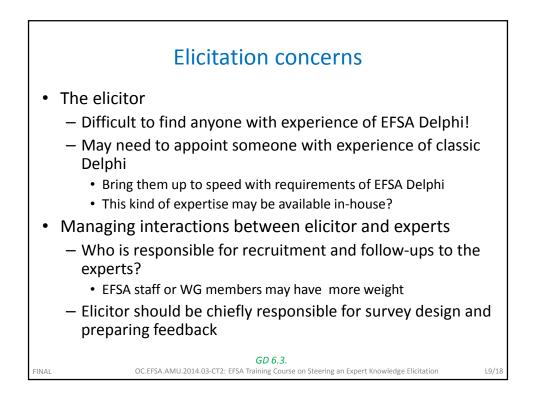


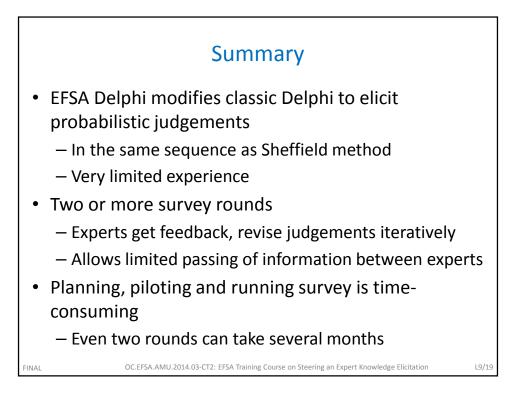


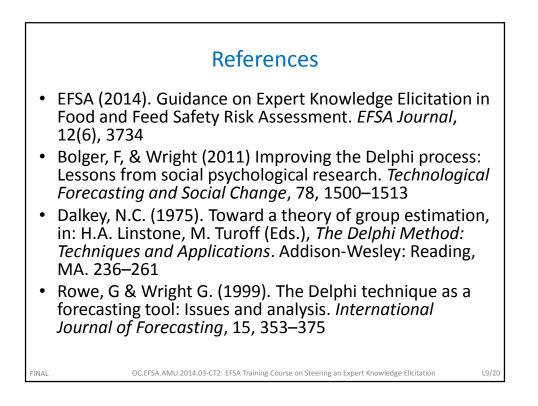


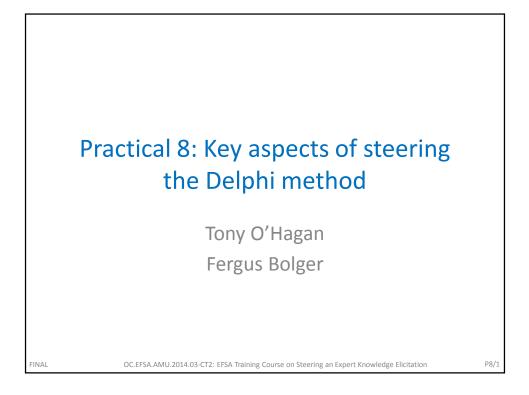


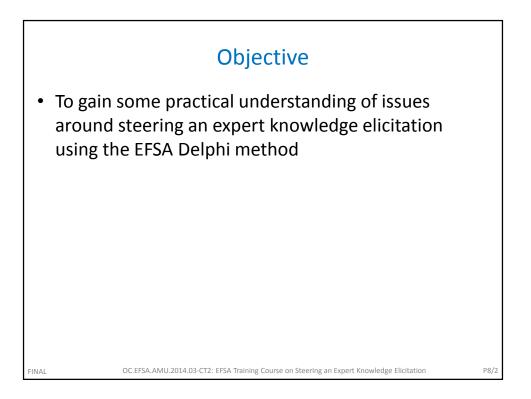


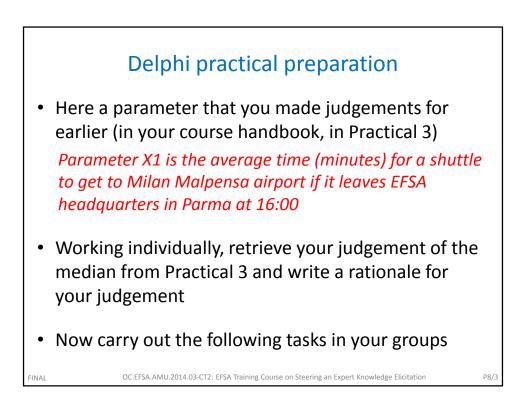


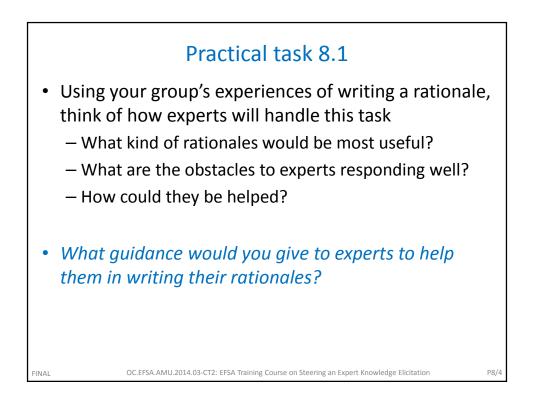


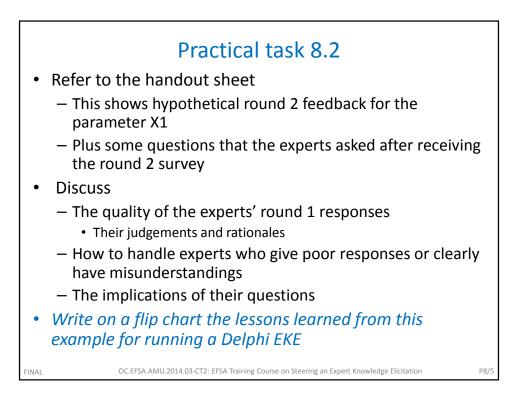












Practical 8 - 3

## Delphi Practical (Task 8.2)

Expert	Lower	Median	Upper	Rationale
А	65	95	100	That is the airport to the south of Milan, isn't it (the nearest)?
				Usually it takes an hour or so, maybe a bit longer at that time of
				day.
В	90	100	180	I have only done that trip a couple of times. Once, I think was
				pretty quick, an hour and a half maybe. The other time there
				was an accident so it took nearly 3 hours, but that would be
				unusual.
С	100	120	150	I think that the fastest you could do it is about 100 minutes, and
				the longest it is likely to take is 150, so I am guessing the
				average is midway between these.
D	70	150	180	I only did this journey once and it took about 2 and a half hours,
				but there were road works and a lot of traffic, so normally I
				expect it is much, much quicker! (But possibly this is the norm –
				and it will be rush hour!).
E	110	125	140	I have done this trip many times and it usually takes just under 2
				hours, but at this time of day it may take a little longer. I think it
				is equally likely the average is above or below 125 mins. and
				90% sure it will be 15 mins. either way.
Mean	87	118	150	

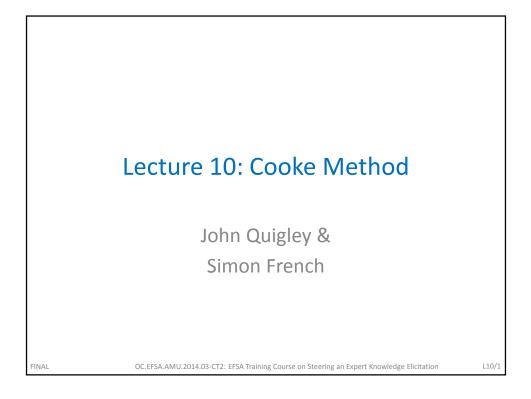
## Some of the experts e-mailed with queries about the Round 2 questionnaire:

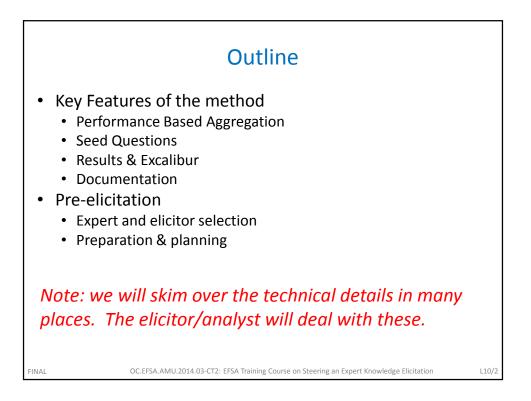
"Do I have to explain why I changed my median judgement? I feel it was too low the first time but I do not know why (there are other estimates with convincing rationales both above and below mine)."

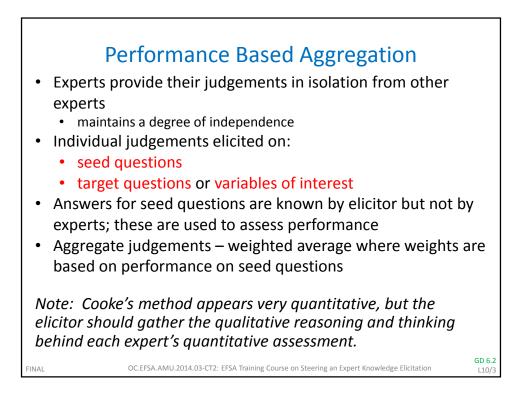
"Could you remind me how to make the quartile judgements?"

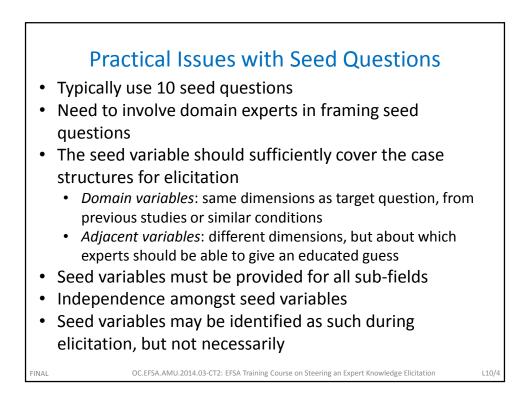
"I have been discussing this with a colleague and realize I was thinking of the wrong airport. What should do?"

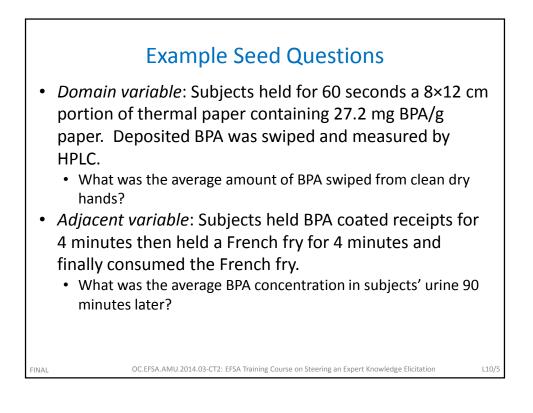
## Note that these are fictitious data and questions for purposes of illustration and discussion only!

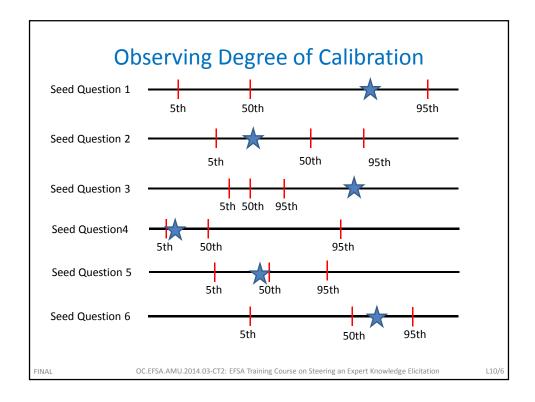


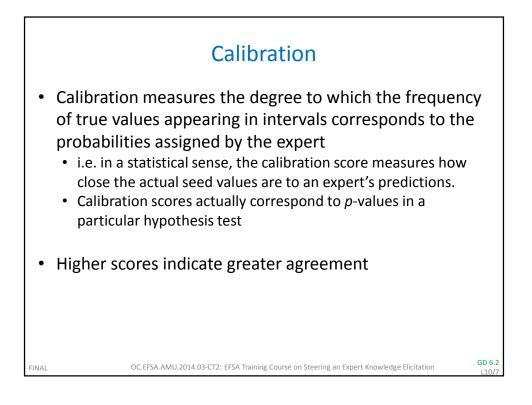


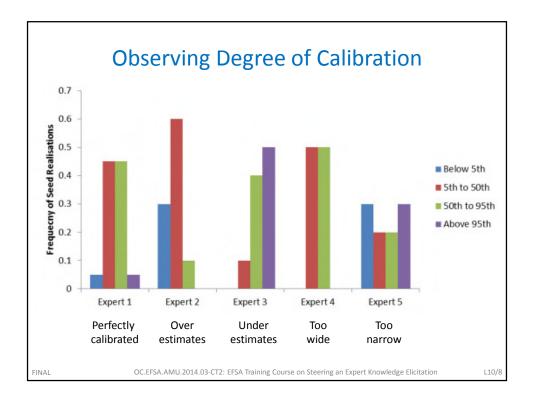


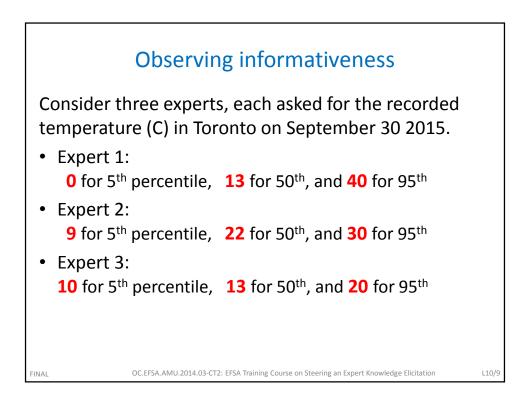


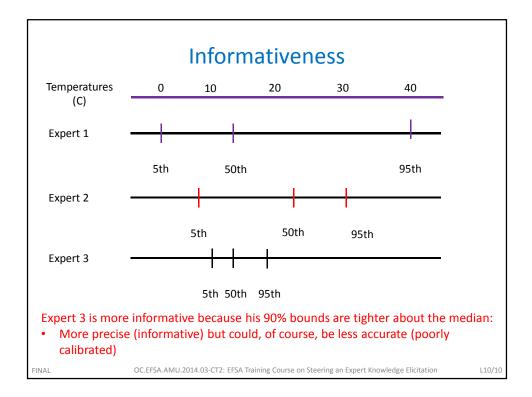


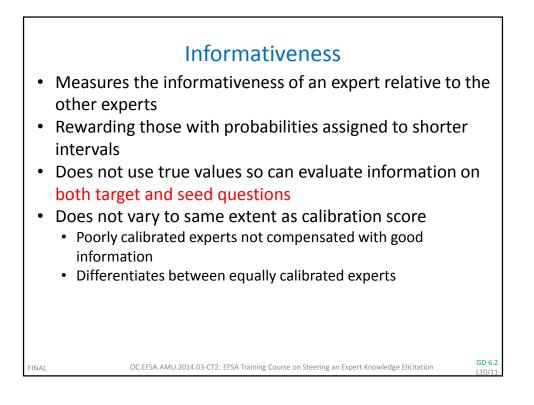


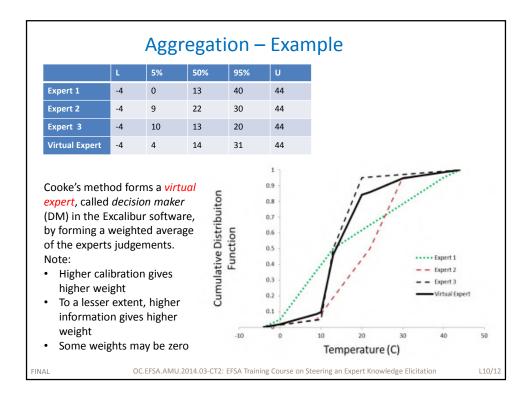


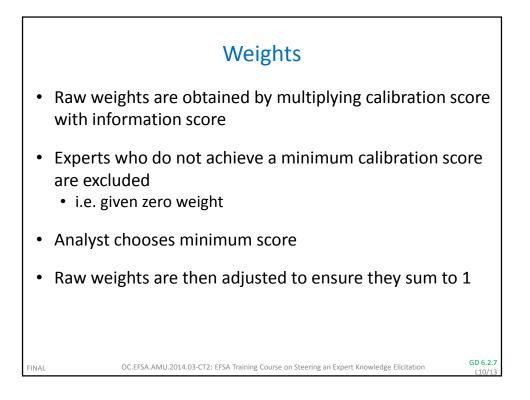


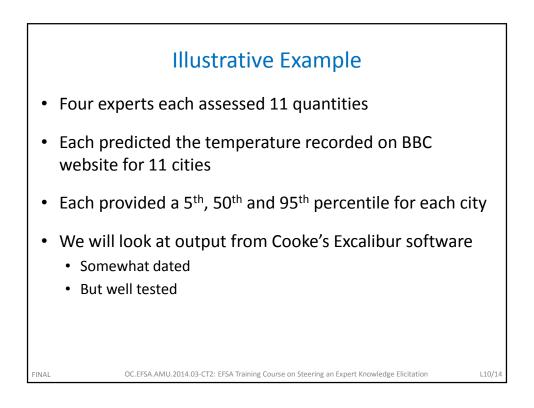




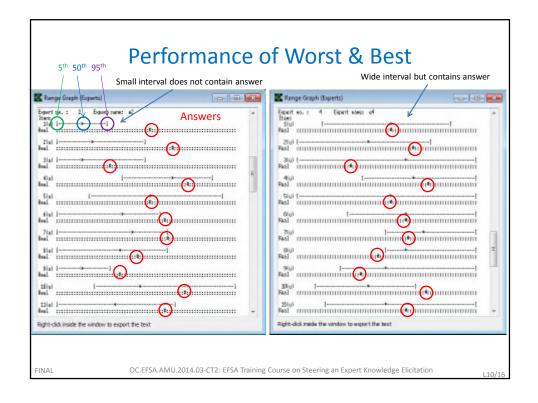


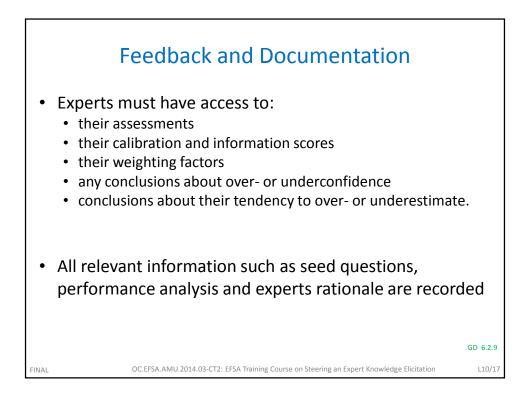


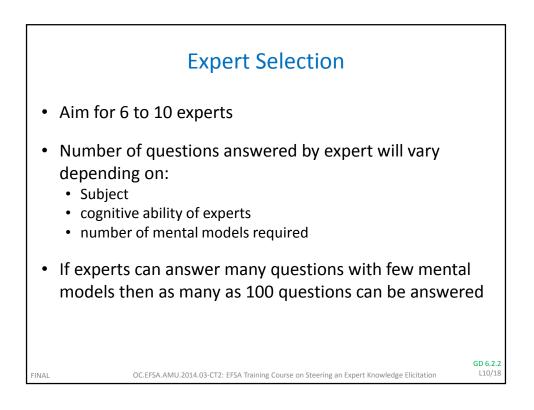


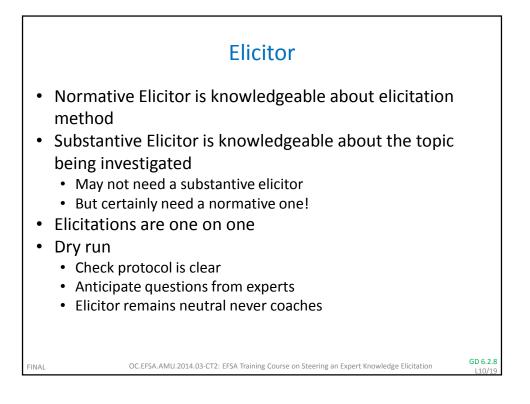


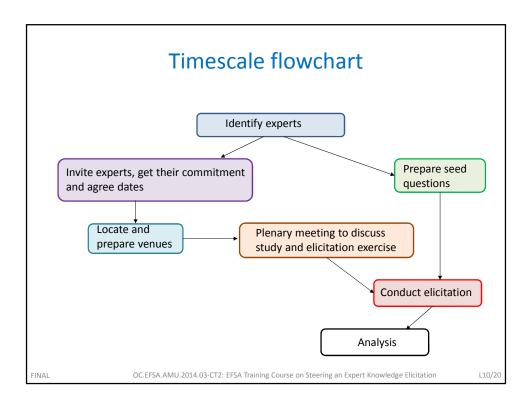
performing expert on information		pert scores	Example with	temperatures				-	
Vorst	Expert scores: Example with temperatures  Results of scoring experts Bayesian Updates: no Weights: global DM Optimisation: no Significance Levet: 0.01 Calibration Power: 1								
erforming	Nr.	Id	Calibr	Mean relative	Mean relative	Numb	UnNormalized	Normaliz.weigh	Normaliz.weig
xpert on alibration				total	realization	real	weight	without DM	with DM
	1	et	0.04576	0.6405	0.6405	11	0.02931	0.1154	0.1002
	2	e2	0.001832	0.5291	0.5291	11	0	0	0
Best	3	e3	0,09406	0.345	0.345	11	0.03245	0.1278	0.111
erforming	4	e4	> 0.6378	7 0.3014	0.3014	11	0,1922	0.7568	0.6572
alibration	5	GW	0.3697	0.1041	0.1041	11	0.03849		0.1315
	6	EW	0.01247	0.09314	0.09314	11	0.001162		0.004537
Yorst erforming copert on formation			0	performs possions with signif				ormation	Weights assigned experts us Global



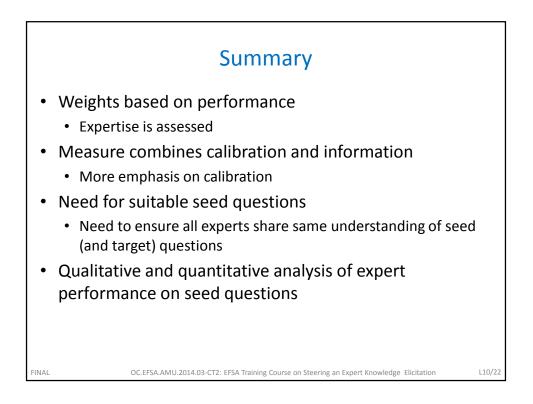


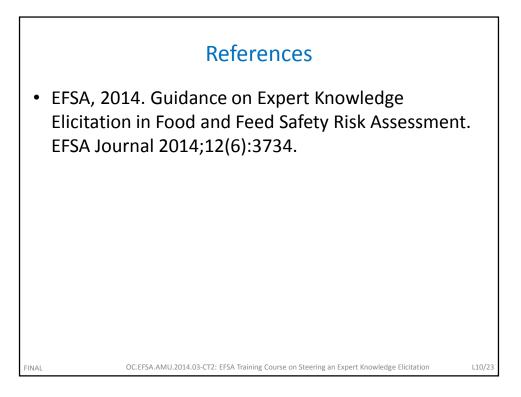


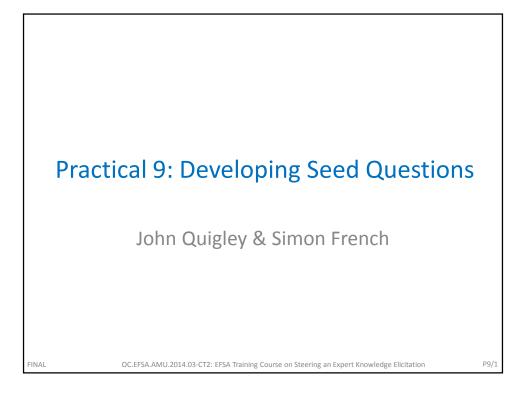


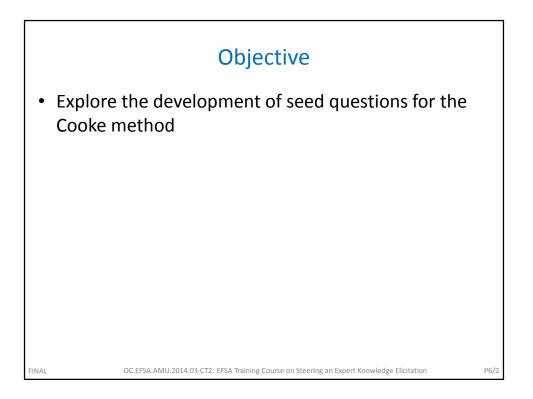


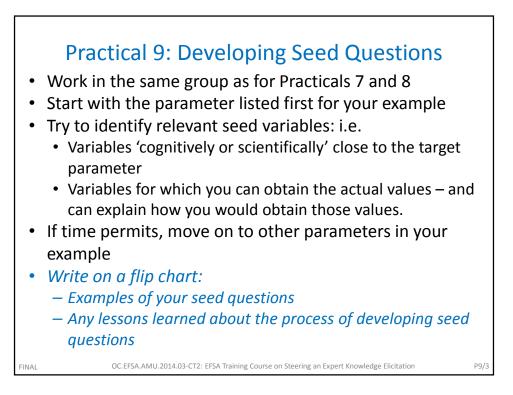


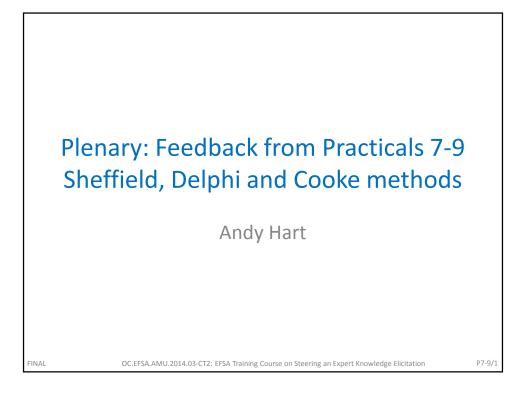


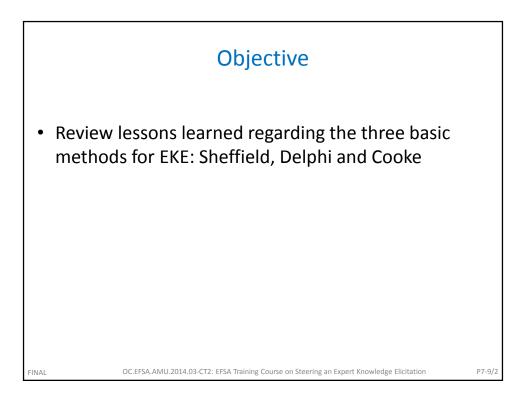


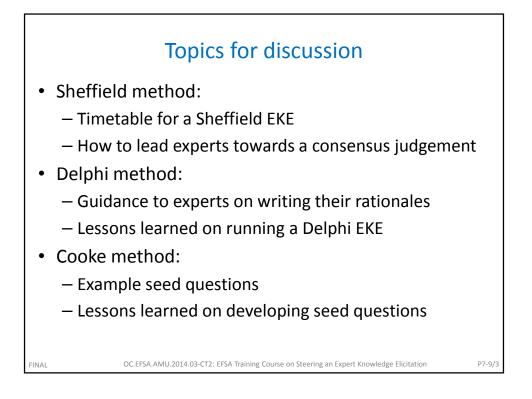


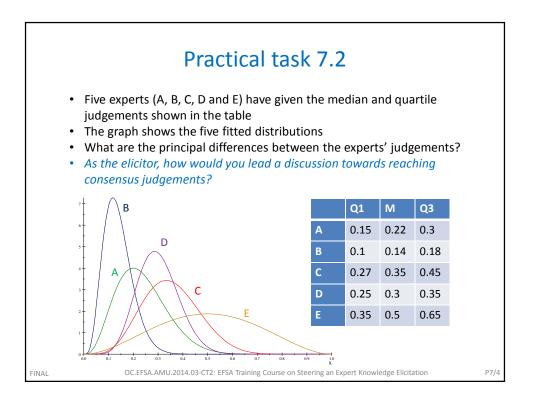


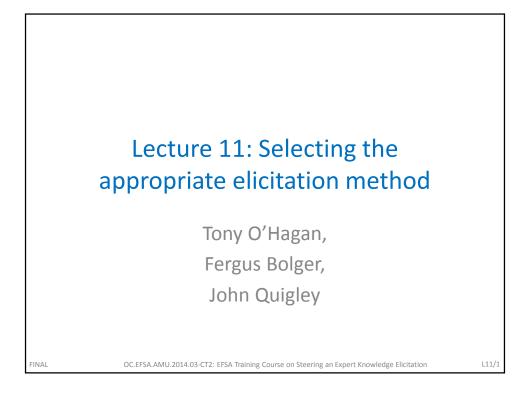


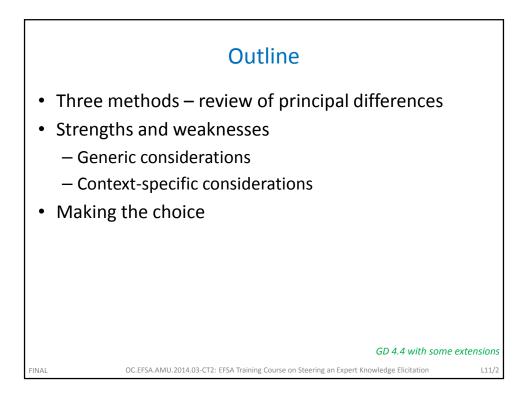


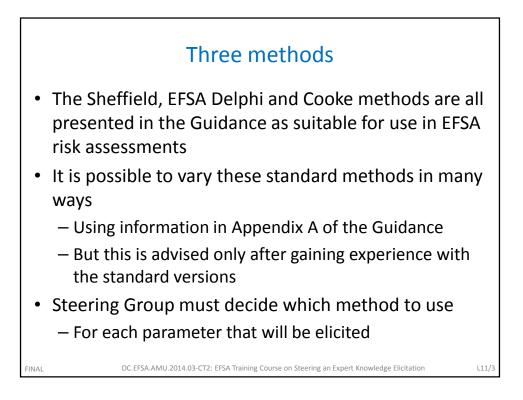












		differences	
Method	Sheffield	EFSA Delphi	Cooke
Aggregation	Behavioural	Mixed	Weighted pool
	Individual judgements followed by 'consensus' judgements	Limited behavioural followed by unweighted pool	Weights derived from performance in judging seed variables
Managing experts	Workshop	Remote	Mixed
	Experts meet together and interact fully	Conducted by email with limited interaction	Maybe a single location but usually no interaction
Quantiles elicited	5	5	3
	Credible bounds, median and quartiles	Credible bounds, median and quartiles	5 <sup>th</sup> percentile, median and 95 <sup>th</sup> percentile
Distribution fitted	Smooth	Histogram	Histogram
	With feedback		



		Aggregation	
	Methodl	Pros and cons	
	Sheffield Behavioural	Advantages: Experts share and discuss opinions Aggregate distribution with explicit interpretation Disadvantages: Difficulty of managing experts Possible additional biases from group interaction	
	Cooke Weighted linear pool	Advantages: Objective weighting through seed variables Avoids problems of group interaction Disadvantages: Difficulty of constructing seed variables No discussion between experts	
	EFSA Delphi Mixed	Advantages: Controlled sharing of reasons for judgements Easy to use. Avoids problems of group interaction Disadvantages: Dropout. Arbitrary aggregation rule Communication difficulties due to remote working	
NAL	OC.EFSA.AN	1U.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	GD 4.4.1

	Accumulated experience	
Method	Pros and cons	
Cooke	Method has been used unchanged over many years Substantial accumulated experience and database Some accumulated evidence of good performance	
Sheffield	Builds on long established use of behavioural aggregation Sheffield method itself used in same basic form for 7 years Now used widely	
EFSA Delphi	i Simple Delphi has a very long history, very widespread use EFSA Delphi is a substantial modification Only a few applications	
		GD 4.4.
	OC.EFSA.AMU.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L11/

	In	Iformed by psychology	
	Method	Pros and cons	
	Sheffield	Explicitly based on psychological research Elicitor uses templates to enforce good framing	
	EFSA Delphi	Traditional Delphi informed by psychology, EFSA Delphi has same framing as Sheffield But experts may not comply	
	Cooke	Not explicitly informed by psychology But has features (e.g. weighting) to control biases	
			GD 4.4.1
FINAL	OC.EFSA.AN	NU.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L11/8

		Calibration	
	Method	Pros and cons	
	Cooke	Badly calibrated experts will be removed through seed variables	
	Sheffield	Experts who make unrealistic judgements should be recalibrated through group discussion	
	EFSA Delphi	Experts who make bad judgements will sometimes be persuaded to change by seeing other experts' judgements and- rationales	
			GD 4.4.1
FINAL	OC.EFSA.AN	1U.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L11/9



		Geographical	
	Method	Pros and cons	
	Sheffield	Requires all experts to come together in elicitation worksho	р
	Cooke	Does not require all experts to attend together, although th is preferable	is
	EFSA Delphi	Managed remotely, so experts can be widely spread	
			GD 4.4.2
FINAL	OC.EFS	5A.AMU.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L11/11

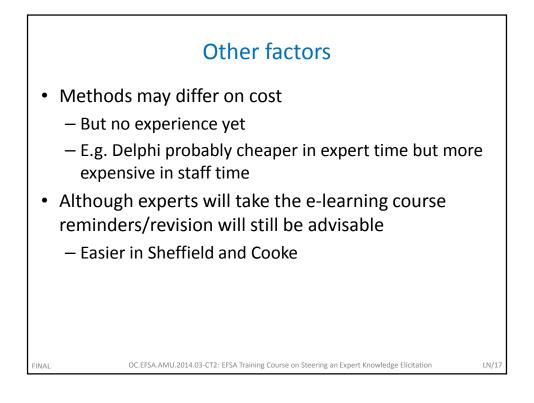
		Language	_
	Method	Pros and cons	
	Sheffield	Depends on interaction Experts and elicitor should be reasonably fluent in a common language, speaking and listening	
	Cooke	Also depends on interaction but to a lesser extent Expert and elicitor should nevertheless be reasonably fluent in a common language, speaking and listening	
	EFSA Delphi	Also depends on interaction but only in written form Experts and elicitor should be reasonably fluent in a common language, reading and writing	
	Instructions, questic language	ons and evidence can be translated into expert's own	
	Real-time interpreta exceptional interpre	ition can moderate language problems, but requires iters	GD 4.4.2
FINAL	OC.EFSA.AN	1U.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L11/12

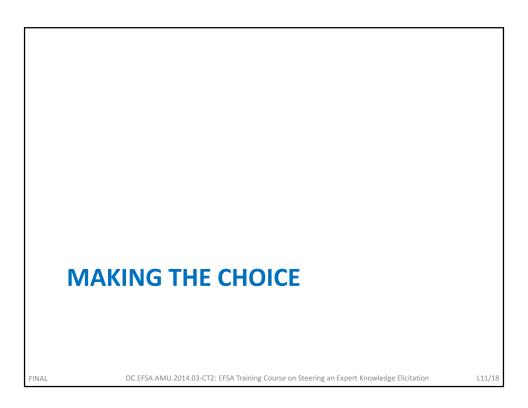
Method	Pros and cons
Cooke	Requires all experts to be able to make judgements without discussion, about both the seed variables and the parameters, so all must have enough of a common background
EFSA Delphi	Requires all experts to be able to make judgements without discussion, so all must have enough of a common background
Sheffield	Through discussion each expert can benefit from the expertise of others having different backgrounds/disciplines

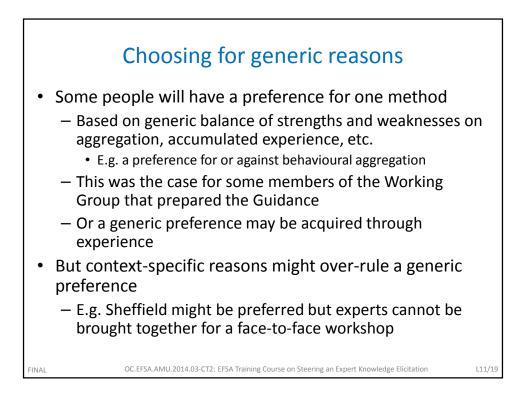
		Skill requirement	
	Method	Pros and cons	
	EFSA Delphi	Skill needed to write questionnaires and to summarise responses – relatively low requirement	
	Cooke	Skill needed to develop seed variables and to work with experts individually – relatively high requirement	
	Sheffield	Skill needed to work with and manage a group of experts – relatively high requirement	
		Extends	GD 4.4.2
INAL	OC.EFSA.AN	1U.2014.03-CT2: EFSA Training Course on Steering an Expert Knowledge Elicitation	L11/14

Time requirement	
Pros and cons	
Lead time for recruiting several experts to attend a workshop can be substantial Weeks	
Developing good seed questions is a substantial commitment Also generally aims to have experts meeting together Weeks to months	
Time must be allowed for experts to respond to each questionnaire round, and for responses to be summarised between rounds Months	
· · · · · · · · · · · · · · · · · · ·	GD 4.4
	Pros and cons         Lead time for recruiting several experts to attend a workshop can be substantial Weeks         Developing good seed questions is a substantial commitment         Also generally aims to have experts meeting together Weeks to months         Time must be allowed for experts to respond to each questionnaire round, and for responses to be summarised between rounds         Months

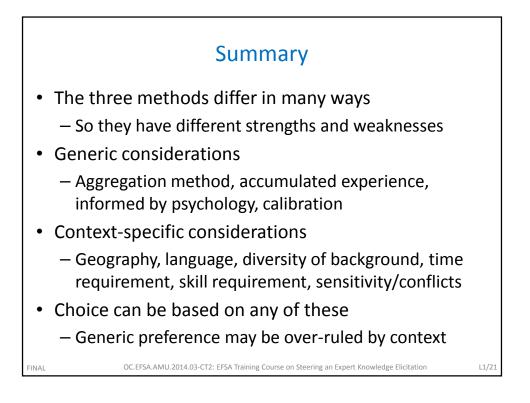
Cooke	Biased experts should be down-weighted But this requires that seed variables not be identifiable
Sheffield	Expert bias hopefully moderated by the group But this requires that conflicts of interest are declared
EFSA Delphi	Delphi has no real mechanism to control potential bias from, e.g., industry experts

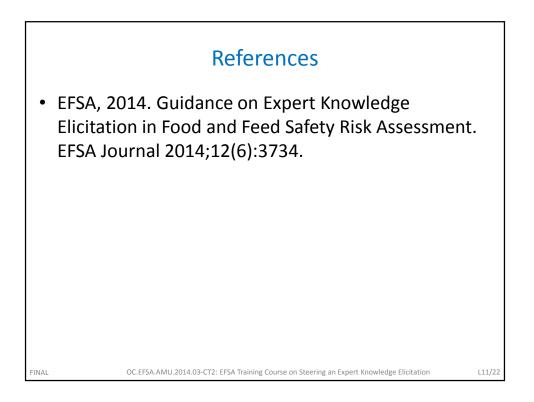


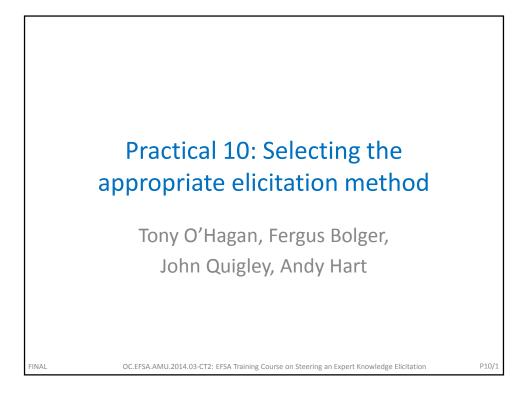


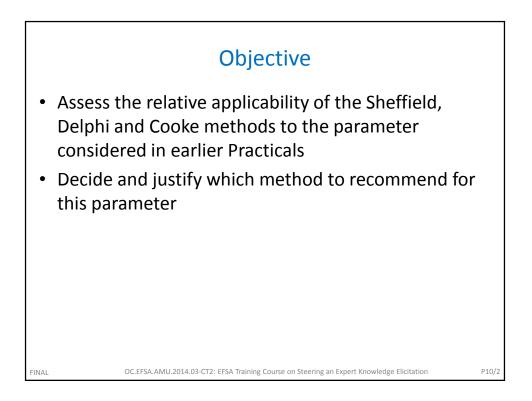


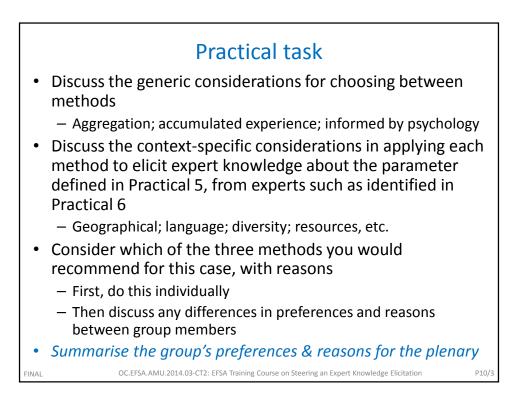


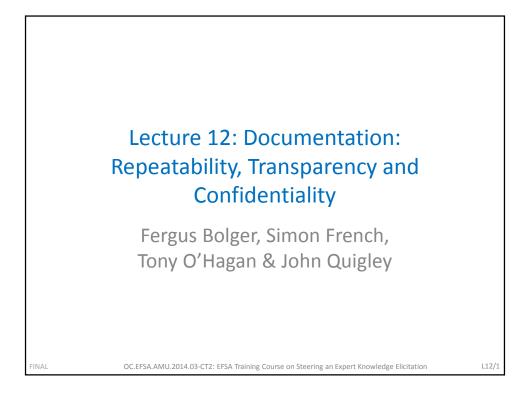


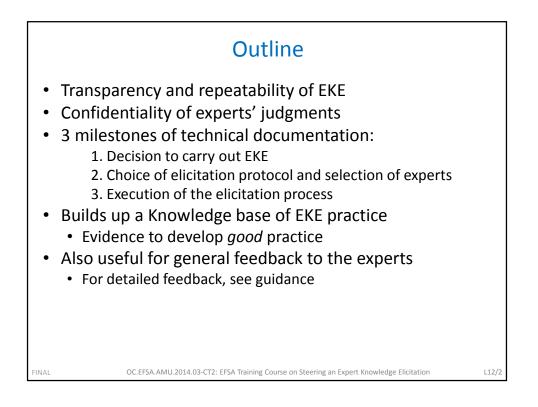


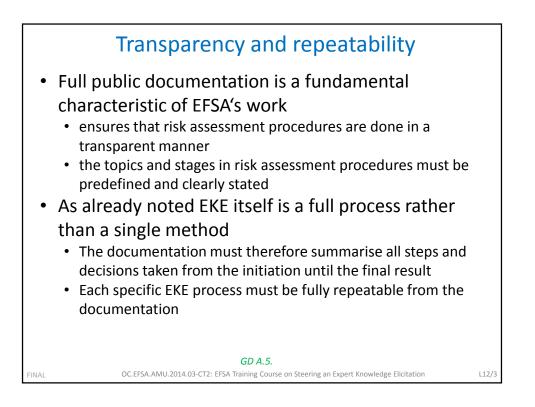


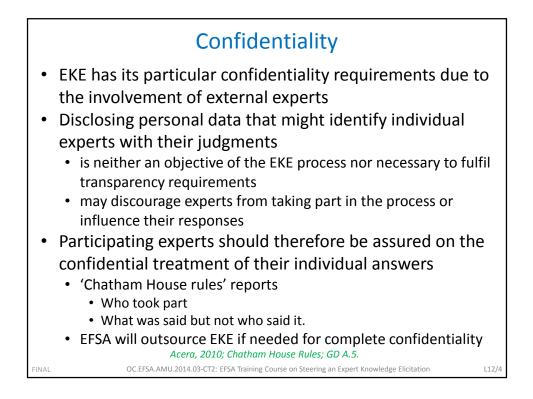


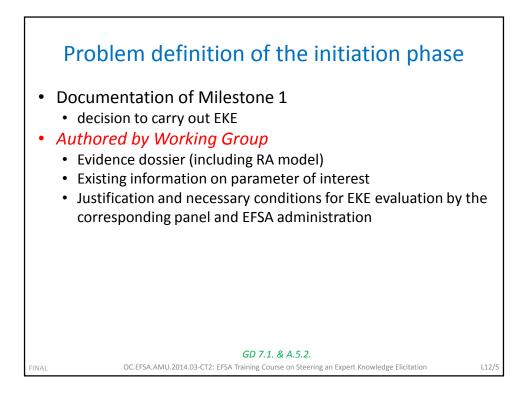


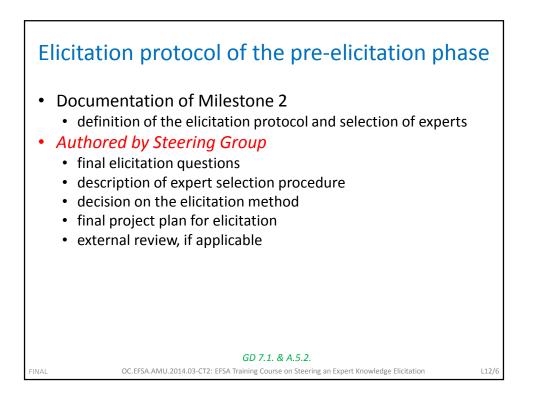


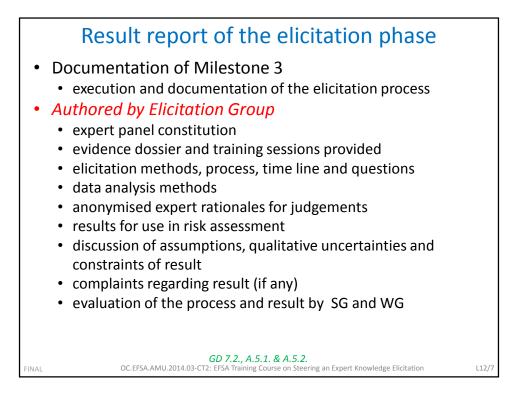




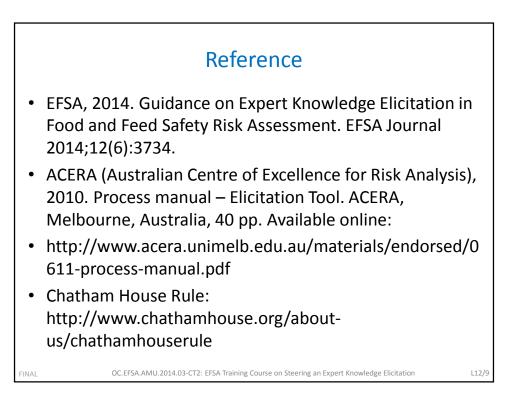




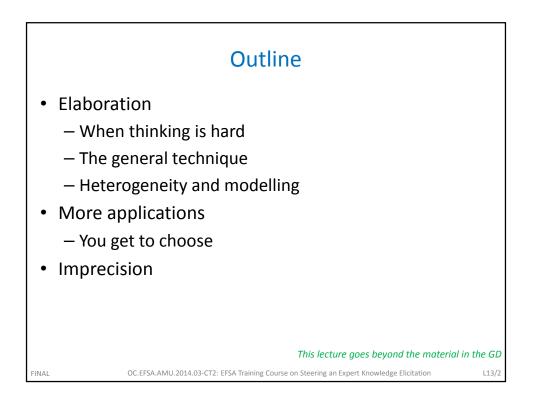


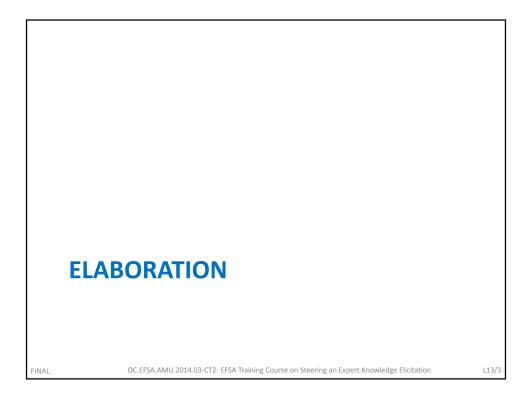


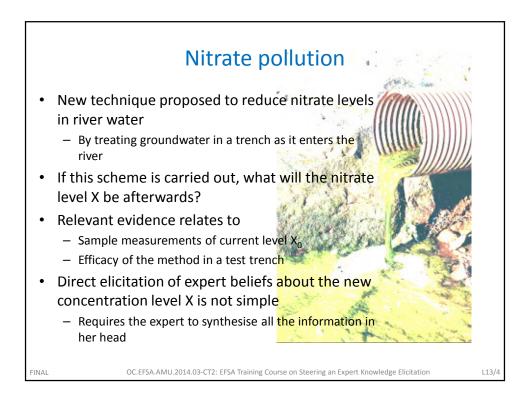
Type of report	Content/audience	Author
Result report	Summarises the results and will be used and published in the risk assessment procedure	Elicitation Group
Technical support document	Includes a full description of the process and enables the public to review the study	Working Group
	Decision for expert knowledge elicitation	Working Group
	Definition of the elicitation protocol and selection of experts	Steering Group
	Execution and documentation of the elicitation process	Elicitation Group
Expert feedback	Confidential documentation for the individual expert summarising the input from each expert	Elicitation Group

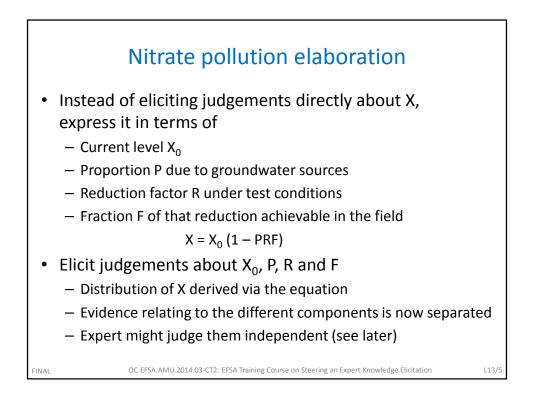


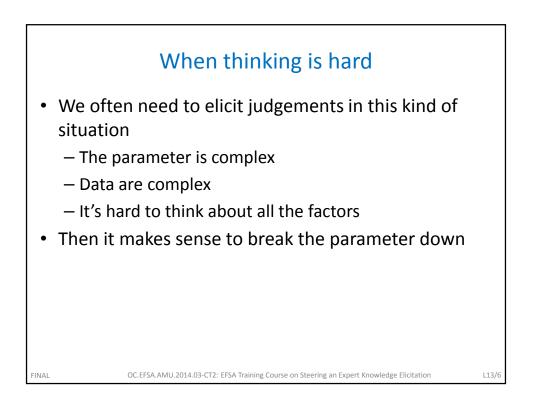


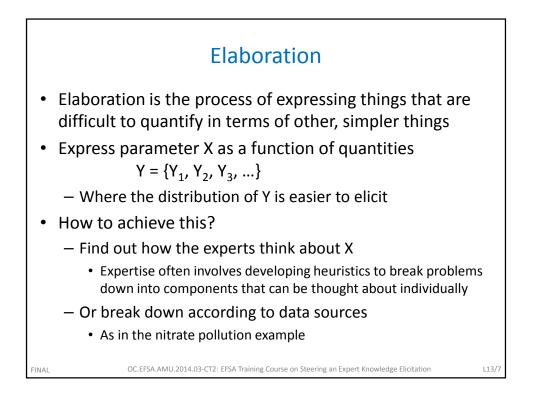


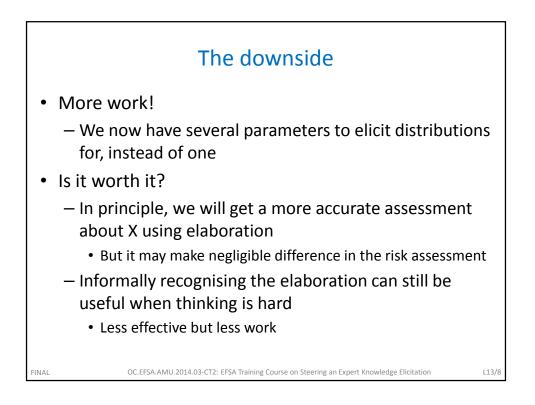


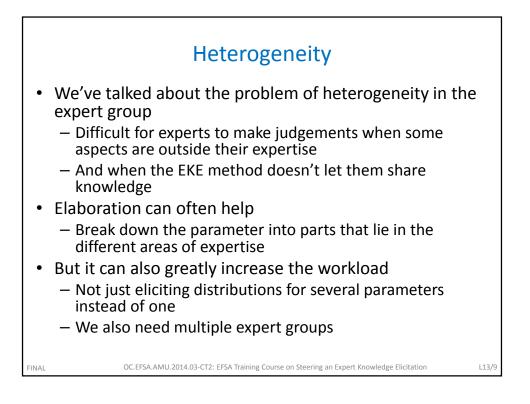


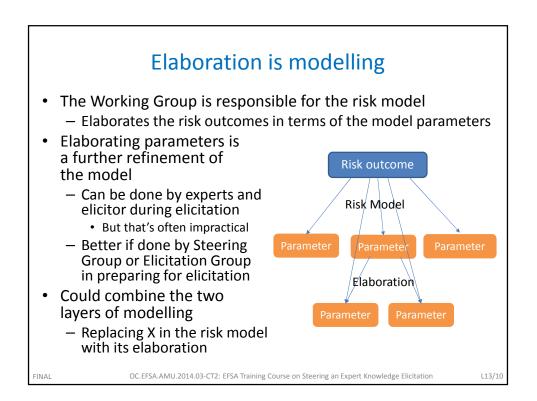


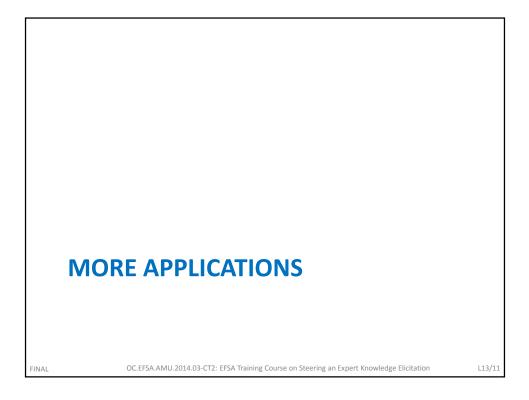


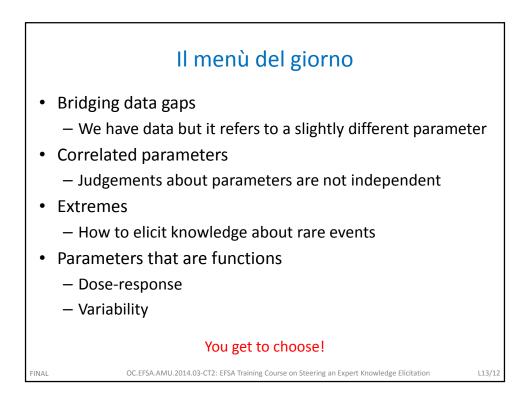


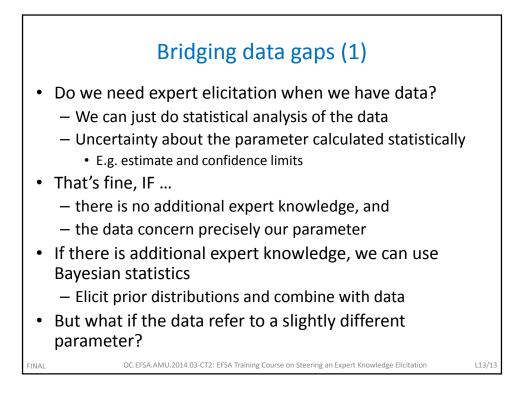


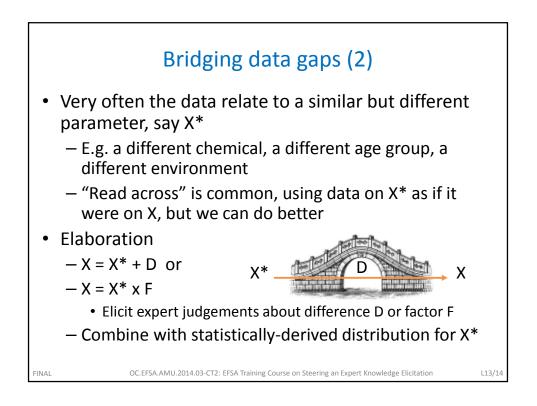


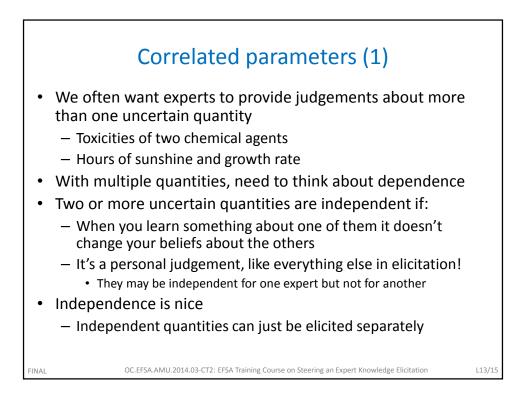


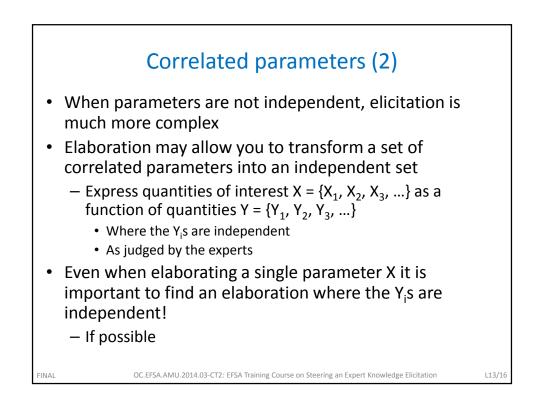


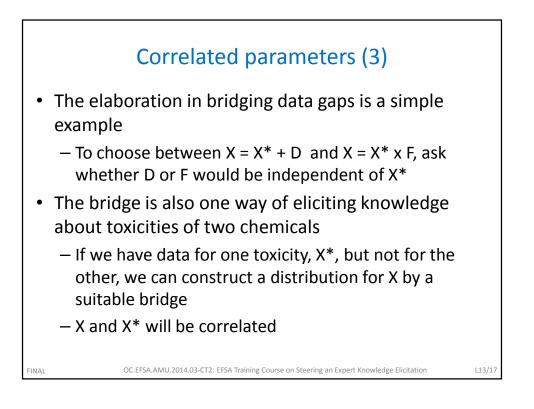


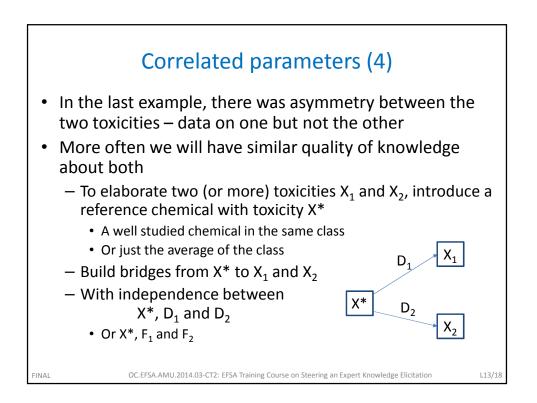


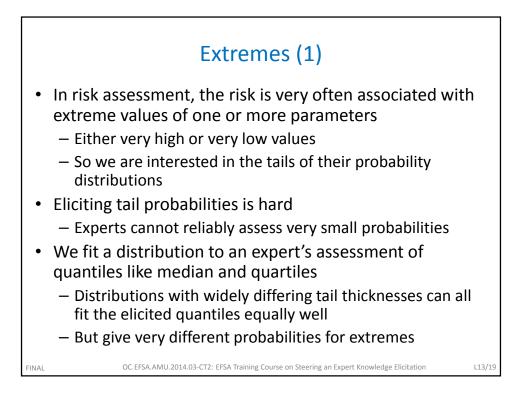


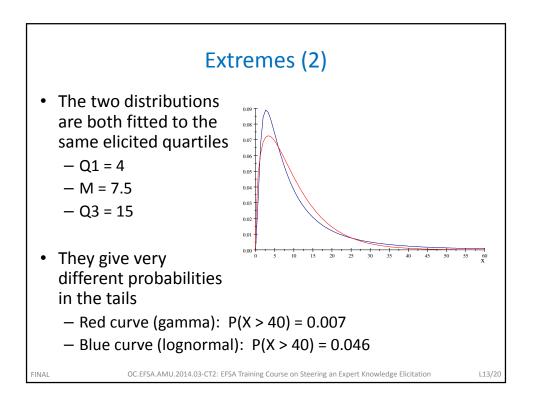


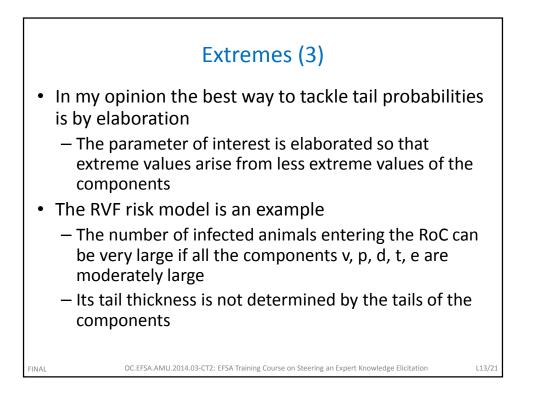


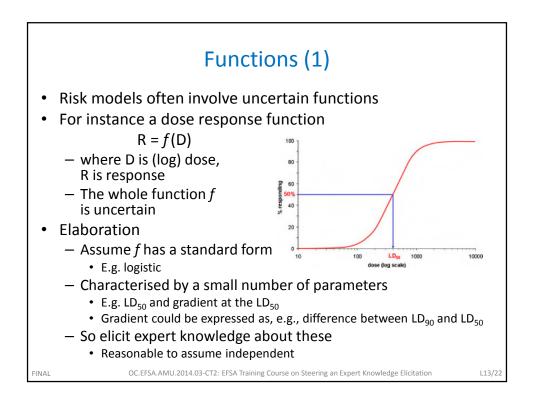


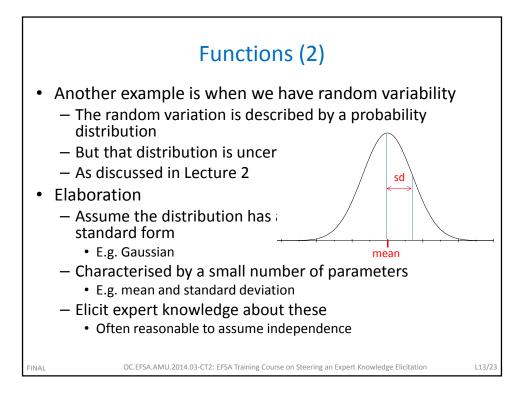




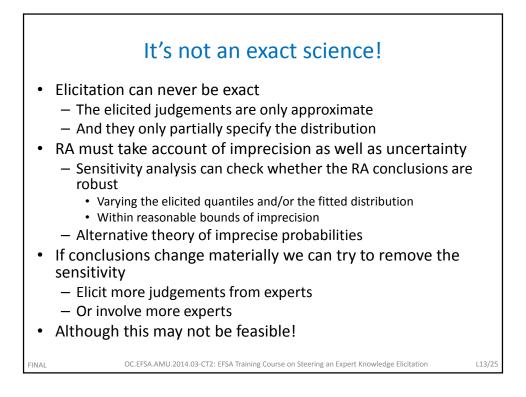


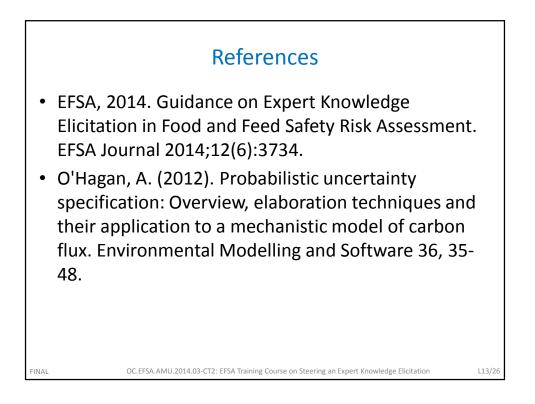


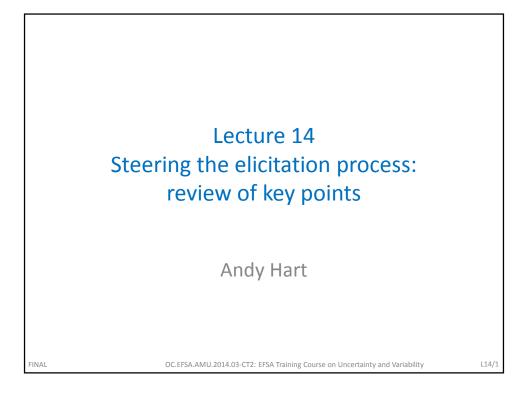


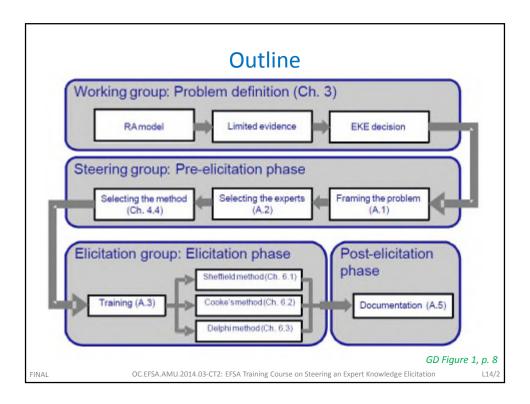


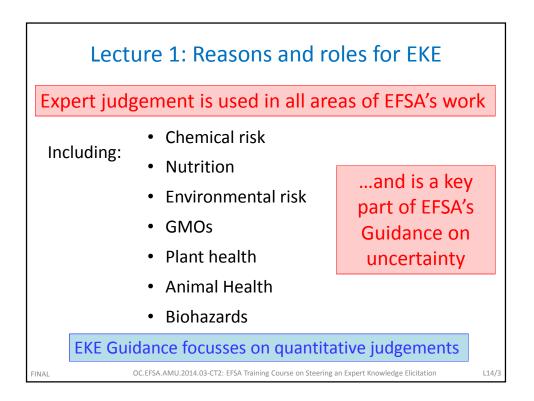


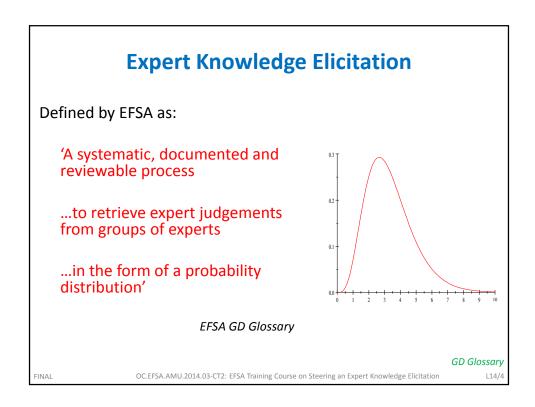


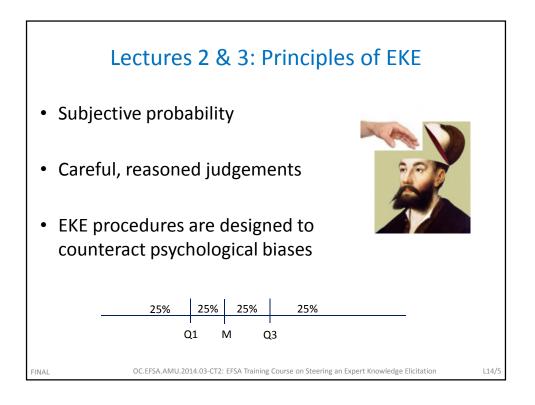


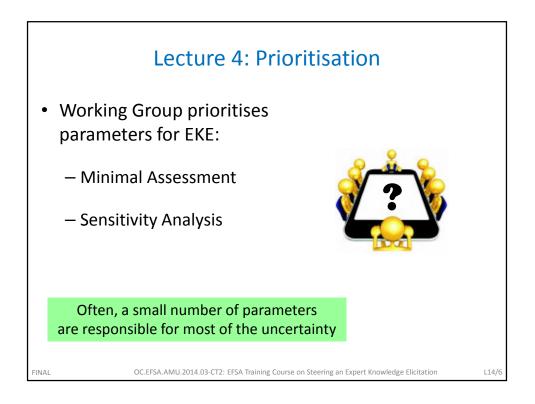


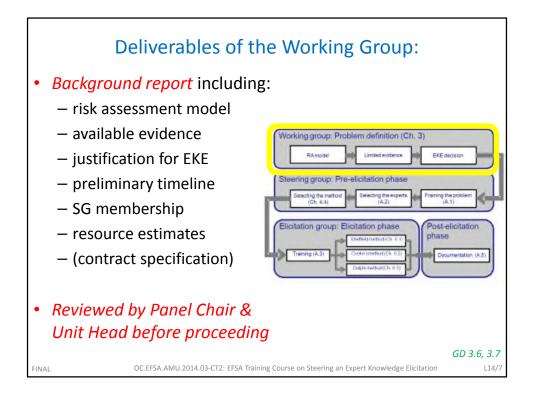


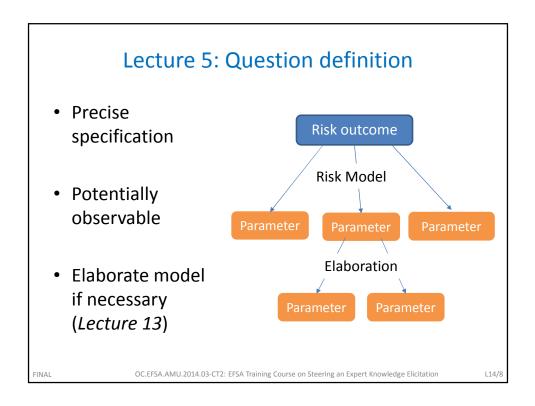


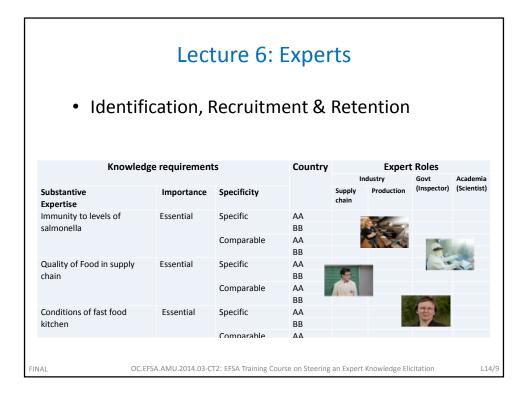


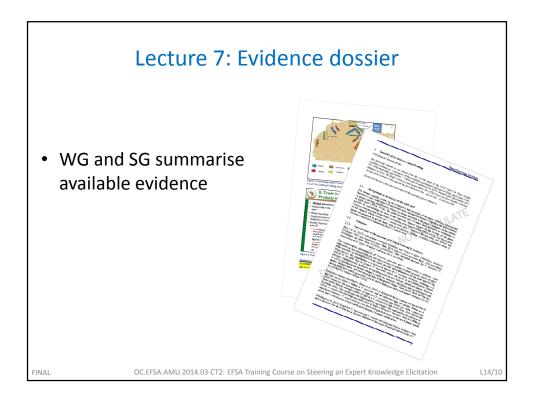


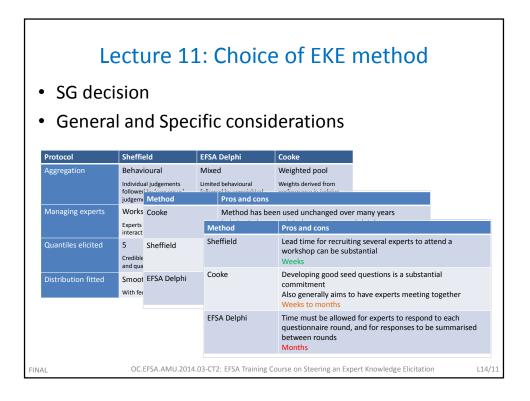


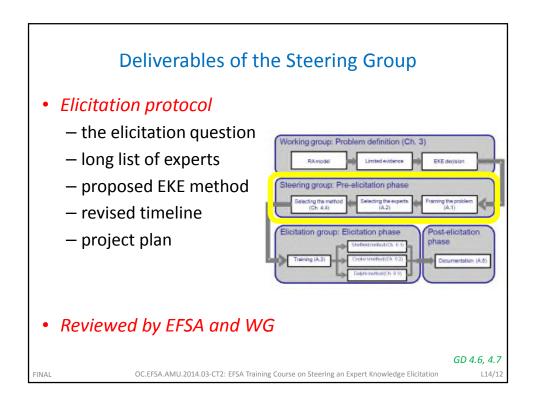


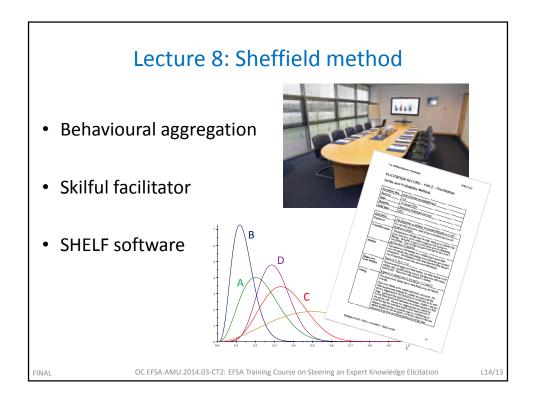


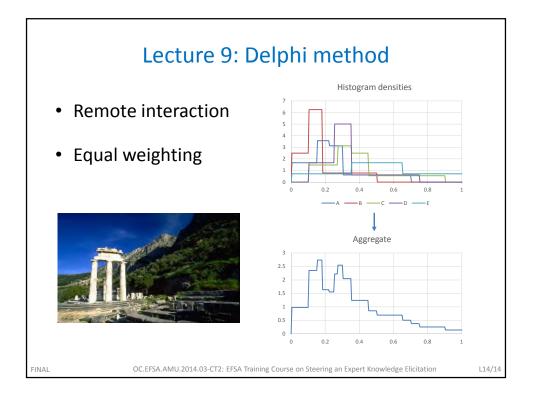


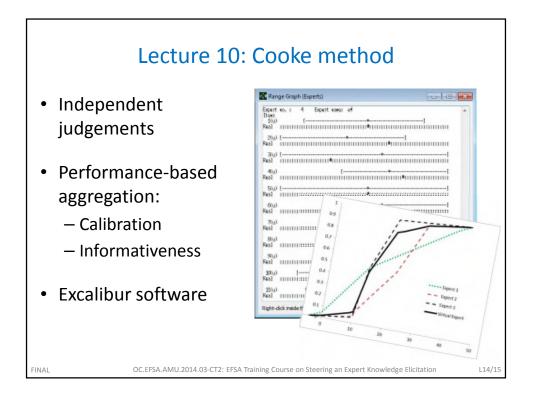


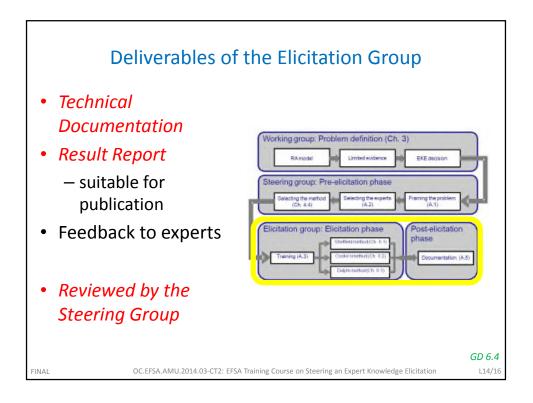


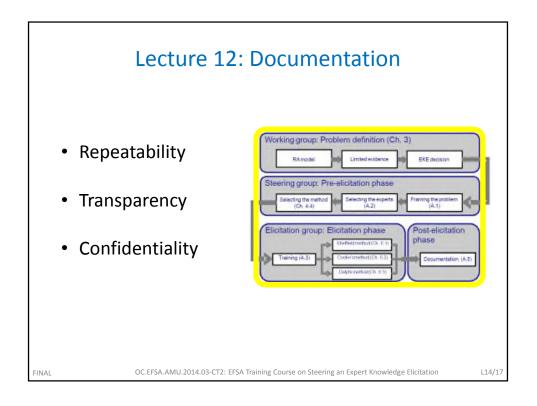


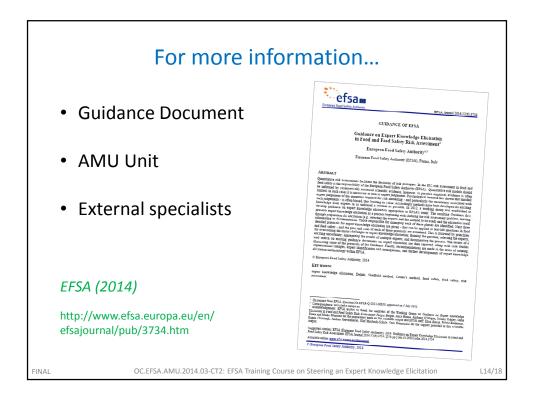


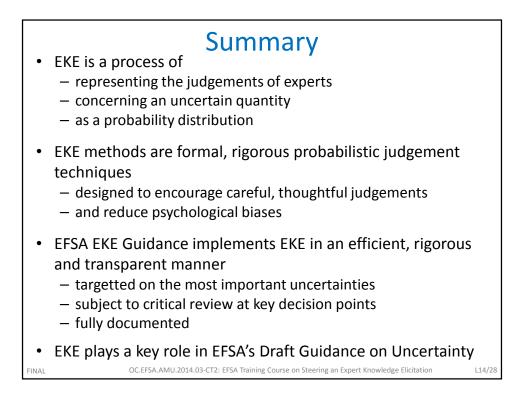


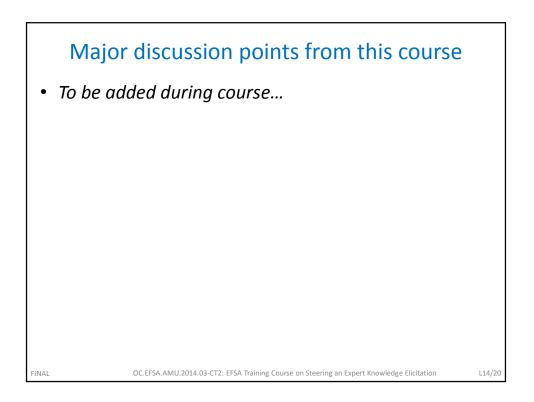


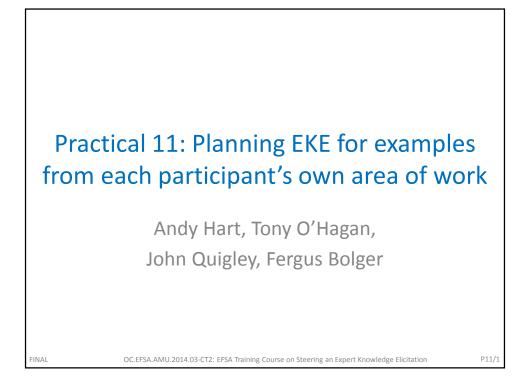


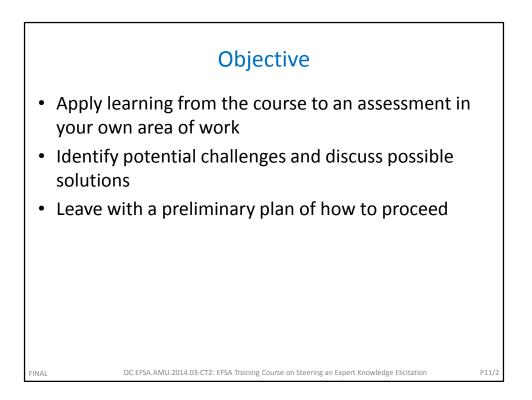


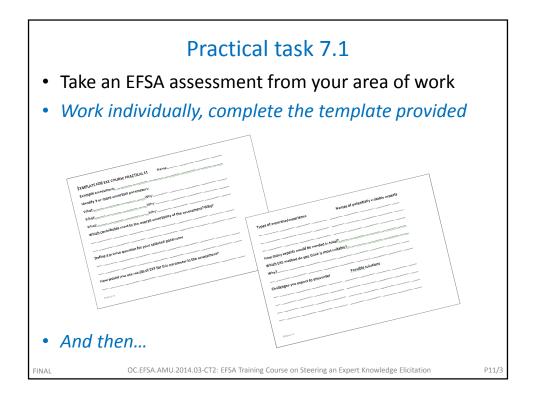


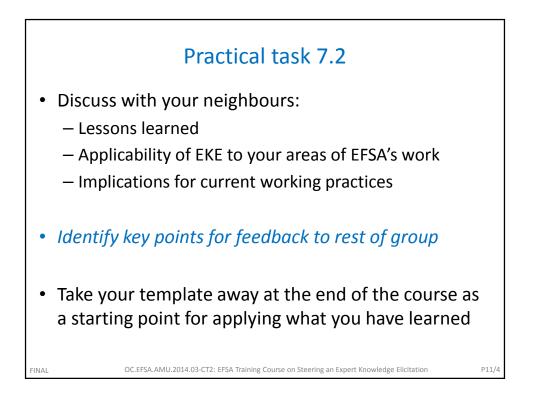












	OR EKE COURSE PRACTICAL 11
Name	
Example	
assessment:	
••••••	
Identify 3 or	more uncertain parameters:
What:	Why:
What:	Why:
What:	Why:
Which contr assessment?	ibutes most to the overall uncertainty of the Why?
Define a pre	cise question for your selected parameter
•••••	

How would you use results of EKE for this parameter in the assessment? Types of expertise/experience Names of potentially suitable experts ..... ..... \_\_\_\_\_ ..... How many experts would be needed in total?..... Which EKE method do you think is most suitable?..... Why?..... ..... ...... Possible Challenges you expect to encounter solutions FINAL

.....

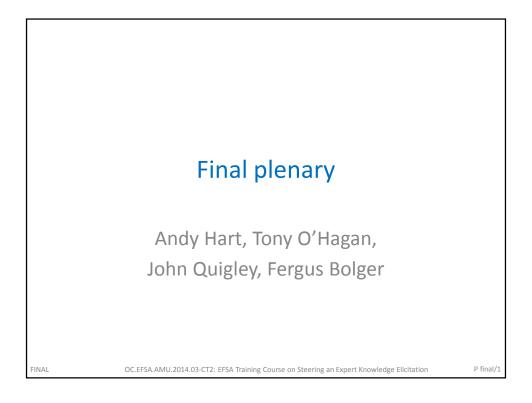
.....

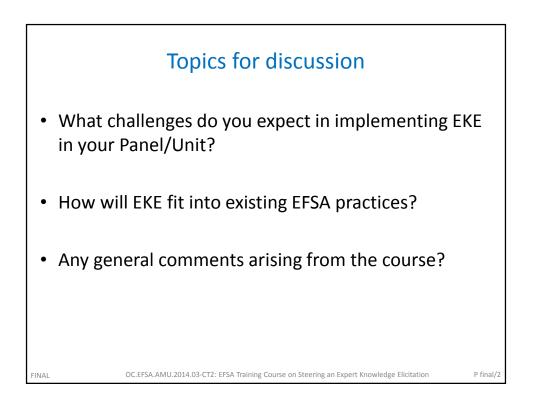
.....

.....

.....

.....







## Training Course on Expert Knowledge Elicitation [Course Date/s] 2015



#### **EVALUATION FORM**

Thank you for your participation in this training course. It would be very much appreciated if you could please complete the following questions with regards various aspects of the course.

Your comments and feedback are very important and valued. They ensure we are able to fully address any potential areas of concern promptly, and to help inform continuous improvement of the training.

Your responses are anonymous, unless you choose to indicate your name at the end of the form, and will be reviewed as each training course concludes to inform the refinement and development of future training in this topic area. Additionally, a summary of responses received across the complete programme of training will be included in the final evaluation report submitted to EFSA.

For each question, please circle the numerical rating or descriptive option that best fits your opinion. Specific comments, particularly to explain any low ranking ratings or to highlight aspects that you found of most value and which worked especially well, will help ensure we are able to apply learnings to future training.

In addition to completing this questionnaire, if you have a specific query and/or comments that you wish to discuss in person, please speak to a member of the training team at any point during the course.

### Thank you for your time.

### **1 OVERALL EXPERIENCE**

No,	not at all		Yes,	completely	Comments:
1	2	3	4	5	
1.2	Have you	reache	ed the in	tended lear	ning outcomes of the course?
					Comments:
No,	not at all		Yes,	completely 5	
1	2	3	4	5	
1.3	Has the c	ourse	facilitate	d your futu	re work for EFSA?
					Comments:
No,	not at all		Yes,	completely 5	
1	2	3	4	5	



## 2 CURRICULUM AND TEACHING

	-				f the course? Comments:
No, I	not at all			completely	Comments.
1	2	3	4	5	
2.2 \	Was the c	ourse	materia	l at the corre	ect level for your needs?
					Comments:
Тоо	basic Ju	st right	Too ad	vanced	
2.3	Are you s	atisfie	d with th	ne balance o	f practical sessions versus lectures?
No, I	not at all		Yes,	completely	Comments
1	2	3	4	5	
2.4 \	Nas suffi	cient ti	ime allo	cated for dis	cussions with fellow participants and tutors?
No,	not at all		Yes,	completely	Comments
1	2	3	4	5	
2.5	Are you s	atisfie	d with th	ne teaching a	ability of the tutors?
No,	not at all		Yes,	completely	Comments
1	2	3	4	5	
2.6	Are you s	atisfie	d with t	he professio	nal and technical competence of the tutors?
No,	not at all		Yes,	completely	Comments
1	2	3	4	5	
2.7	lf you req	uesteo	d additio	nal informat	ion, was this provided?
					Comments
Yes	No				
2.8	Which pa	rt/s of	the cou	rse did you f	ind most and/or least useful/instructive and why?
	iments			-	-

# Training Course on Expert Knowledge Elicitation [Course Date/s] 2015



## 3 COURSE ADMINISTRATION & VENUE

No,	not at all		Yes,	completely	Comments:
1	2	3	4	5	
3.2	Did the v	enue a	nd traini	ng facility p	rovided meet your requirements?
No,	not at all		Yes,	completely	Comments:
1	2	3	4	5	
3.3	How rele	evant ar	nd user f	iriendly were	e the training materials/hand outs?
	How rele	evant ar		f <b>riendly were</b> good	e the training materials/hand outs? Comments
		evant ar		-	
Very 1	r poor 2	3	Very 4	good 5	
Very 1 <b>3.4</b>	r poor 2	3	Very 4 as the so	good 5	Comments

## ANY ADDITIONAL COMMENTS

Please add any other comments that you have or suggestions on how the course and/or administration/ organisation could be improved.

#### TESTIMONIAL

If you are willing to offer a short testimonial below regarding the training you have received, please write in the space below. This will help us illustrate the benefits of participation in similar training opportunities in the future.

#### Please tick appropriate statement to confirm permission as to use:

I agree to my name being included alongside the testimonial.... (Name ......Job Title/Role......)

Please do not name me....

### THANK YOU FOR COMPLETING THE QUESTIONNAIRE.

Please leave as indicated by your course tutor ahead of your departure.

Score	June	August	September
1 (low)	0	0	0
2	1	1	0
3	2	1	0
4	5	15	0 7
5 (high)	4	12	12
	u reached the intende	ed learning outcomes of t	
Score	June	August	September
1 (low)	0	0	0
2	0	ů 0	0
3	1	0 7	0
4	8	14	10
5 (high)	3	6	9
-		d your future work for E	
Score	June	August	September
1 (low)	0	0	0
2	0	0	0
3	2	5	3
4	5	16	8
5 (high)	5	6	7
		the content of the cours	
Score	June	August	September
1 (low)	0	0	0
2	1	0	0
3	0	1	0
4	8	14	10
5 (high)	3	13	9
-		the correct level for your	
Score	June	August	September
1 (too basic)	0	1	0
2 (just right)	11	23	19
(too advanced)	0	1	0
	isfied with the balanc	e of practical sessions ve	rsus lectures?
Score	June	August	September
1 (low)	0	0	0
2	1	1	0
3	2	7	4.5
4	7	10	5.5
5 (high)	2	10	9

#### Appendix C. Detailed results of participant evaluations

EFSA supporting publication 2016:EN-1009

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



Score	June	August	September
1 (low)	0	0	0
2	1	2	1.5
3	4	9.5	4.5
4	7	12.5	4
5 (high)	0	4	9
	you satisfied with the	e teaching ability of the t	utors?
Score	June	August	September
1 (low)	0	0	0
2	0	0	0
3	1	0	0
4	2	8	4
5 (high)	9	20	15
-	d with the profession	al and technical compete	ence of the tutors?
Score	June	August	September
1 (low)	0	0	0
2	0	0	0
3	0	0	0
4	2	5	4
5 (high)	10	23	15
	requested additional	information, was this pr	ovided?
Score	June	August	September
1 (yes)	8	14	18
2 (no)	0	1	0
3 (not applicable)	2	3	1
		tration associated with th	ne course, prior to and
	uring the training, m	eet your requirements?	
Score	June	August	September
1 (low)	0	0	0
2	0	0	0
3	1	1	1
4	4	11	4
5 (high)	7	16	14
3.2 Did the ven	ue and training facili	ty provided meet your re	equirements?
Score	June	August	September
1 (low)	0	0	0
2	0	1	0
3	1	0	1.5
4	5	12	8.5
5 (high)	6	15	9

EFSA supporting publication 2016:EN-1009

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.



3.3 How rele	vant and user friendly v	were the training materia	als/hand outs?
Score	June	August	September
1 (low)	0	0	0
2	0	1	0
3	1	0	0
4	4	16	8
5 (high)	7	12	11
3.4 How sui	table was the scheduling	g, including duration, of	the training?
Score	June	August	September
1 (low)	0	0	0
2	0	3	0.5
3	4	10	4.5
4	5	9	7
5 (high)	3	4	7

EFSA supporting publication 2016:EN-1009

The present document has been produced and adopted by the bodies identified above as author(s). This task has been carried out exclusively by the author(s) in the context of a contract between the European Food Safety Authority and the author(s), awarded following a tender procedure. The present document is published complying with the transparency principle to which the Authority is subject. It may not be considered as an output adopted by the Authority. The European Food Safety Authority reserves its rights, view and position as regards the issues addressed and the conclusions reached in the present document, without prejudice to the rights of the authors.