

Tools for the Programme Guidance on the Use of Iodised Salt in Industrially Processed Foods

Updated October 2020

These tools are for use alongside the Programme Guidance document.

Table of Contents

Table of Contents	1
1. Data Listing Tool (Module 1).....	2
2. Situational Analysis Outcome Tool (Module 2).....	6
3. Legislative and Enforcement Framework Review Tool (Module 3)	8
4. Framework to Assess the Contribution of Industrially processed Foods to Salt and Iodised Salt Intake (Module 4)	10
5. Enabling Factors Required for Expansion of a Salt Iodisation Strategy to Include Salt for Food Processing (Module 5)	13

1. Data Listing Tool (Module 1)

Recommended for completion during implementation of Module 1 (Data listing).

The listing tool below uses the same breakdown of survey types as in Table 1 of the Programme Guidance (Module 1). It provides a step by step assessment of each potential data source. The intended use of this data listing is to:

- Provide an overview of which data sources are available nationally.
- Help determine which of these data will be useful for identification of key salt containing processed foods and assessment of their contribution to salt intake (average per capita for a particular group, or per serving) (Module 4).
- Identify any information gaps, and therefore, be aware of limitations to the rest of the assessment process.

Most countries will only have some of these sources of data. If the listed type of the report/data does not exist, it is suggested to type "N/A" in the **Year** column. In the case of N/A in the **Year** column, no information would be expected in the final column (**Outcome**). It is also recommended to use a different colour font to input responses, making it easier for the national team to see the outcomes.

Data Listing Tool 1 for identification of key salt containing processed foods and assessment of contribution to salt and iodine intake – outcome to be used with Module 4

Data source	Reference Year <i>"N/A" if this data source is not available</i>	Outcome <i>Insert answers to the questions below plus any results or other information relevant to the assessment</i>
Household and consumer survey-based data		
1. Household consumption & expenditure surveys (HCES)		i. Do the HCES data include food consumption information? ii. If yes, what salt-containing food groups (e.g. condiments) or specific products (e.g. bouillon) are included? iii. Do the data include any estimate of average consumption quantity per capita/household, over what period of time? iv. Are data available for different population groups? v. Are data available for different geographical areas or residence type?
2. National/sub-national dietary intake surveys		i. What salt-containing food groups (e.g. condiments) or specific products (e.g. bouillon) are included in the dataset? ii. Do the data capture any estimate of average consumption quantity (specify method of data collection, e.g. dietary recall, weighed intake, food frequency) and whether any

Data source	Reference Year <i>"N/A" if this data source is not available</i>	Outcome <i>Insert answers to the questions below plus any results or other information relevant to the assessment</i>
		<p>consumption data are per capita/household, and for what period of time?</p> <p>iii. Are data available for different population groups?</p> <p>iv. Are data available for different geographical areas or residence type?</p>
<p>3. Food frequency questionnaires (FFQ) including FRAT¹</p> <p><i>These may have been included in the response above if used as part of a dietary survey. No need to insert the results twice.</i></p>		<p>i. What salt-containing food products (e.g. packaged or unpackaged bread, or bouillon) are included in the dataset?</p> <p>ii. Do the data capture any estimate of average consumption quantity, per capita/household, over what period of time?</p> <p>iii. Are data available for different population groups?</p> <p>iv. Are data available for different geographical areas or residence type?</p>
Market research and retail-based data		
<p>4.</p> <p>a. Market research reports²</p> <p>b. Household panel data³</p>	<p>a. Year or N/A</p> <p>b. Year or N/A</p>	<p><u>Market research</u></p> <p>i. What information relevant to the assessment does the market research report contain, e.g. domestic sales of salt-containing products, a market overview of highest selling products and trends, key players in the food industry and mass grocery retail?</p> <p>ii. Are data available for different population groups? Is any estimate of per capita consumption for different foods provided?</p> <p>iii. Are data available for different geographical areas or residence type?</p> <p><u>Panel survey</u></p> <p>i. What information relevant to the assessment does the household panel survey report contain, e.g. domestic sales of salt-containing products, a market overview of highest</p>

¹ Baker S.K, 2012. Fortify West Africa Experiences in Implementing Large-Scale Food Fortification https://www.spring-nutrition.org/sites/default/files/2.4c-micronutrient_deficiencies_baker.pdf

² A list of food and beverage market research companies can be found here <https://www.marketresearch.com/publishers/Food-Beverage-c84/>

³ Some datasets are available from the International Food Policy Research Institute www.ifpri.org/countries

Data source	Reference Year <i>"N/A" if this data source is not available</i>	Outcome <i>Insert answers to the questions below plus any results or other information relevant to the assessment</i>
		<p>selling products and trends, key players in the food industry and mass grocery retail?</p> <p>ii. Are data available for different population groups?</p> <p>iii. Are data available for different geographical areas or residence type?</p>
5. Retail market survey		<p>i. What information relevant to the assessment does the retail market survey report contain, e.g. size and market reach of top selling salt-containing products, serving size and amount of sodium per serving size for different products.</p> <p>ii. Which areas of the country does the survey cover?</p>
Industry-based data		
6. Salt industry data (from the salt industry directly and/or from importers or the Ministry of Industry or equivalent body)		<p>i. What data on food grade salt are available, e.g. quantity of food grade (iodised and non-iodised) salt produced/imported (with breakdown by grade of salt), proportion of different salt types distributed for use as household versus food industry salt?</p> <p>ii. Are data available on the type/name of the food industries supplied with salt?</p>
7. Food industry data (from specific food processors or importers or from representative industry bodies)		<p>i. How many food industries or importers provided information?</p> <p>ii. What information is available, e.g. the quantity of food grade (iodised and non-iodised) salt used in total, and in specific products; the salt content (% weight) of specific products; the main location and size of domestic markets for specific food products?</p>
8. Bakery survey		<p>i. What approximate proportion of all bakeries is information available for (large bakeries and associations of small-scale bakeries?)</p> <p>ii. What information is available, e.g. the quantity of food grade (iodised and non-iodised) salt used in products; the location and size of domestic markets for bread produced?</p>
National Guidelines		
9. Technical guidelines		<p>i. For each selected salt containing product, what is the maximum allowable sodium or salt content?</p>

Data source	Reference Year <i>"N/A" if this data source is not available</i>	Outcome <i>Insert answers to the questions below plus any results or other information relevant to the assessment</i>
		ii. Do the guidelines apply to imported products?
10. Humanitarian food aid guidelines		<p>For areas meeting the recommended criteria for inclusion in this category (state where specific data are unavailable):</p> <p>i. Which salt containing products are provided</p> <p>ii. What is the expected per capita intake used as the basis for provision?</p> <p>iii. What is the salt content of these products?</p> <p>iv. What is the iodised salt content of these products?</p>
Other survey and research-based data		
11. Partitioning of sodium and iodine sources ⁴		<p>i. What are the estimates for the proportion of:</p> <ul style="list-style-type: none"> • Native iodine intake (iodine “naturally” present in the common diet) • Iodine intake from processed foods (manufactured with iodised salt) • Iodine intake from household salt (salt added during cooking and at the table)

⁴ Example of application: van der Haar F, Knowles J, Bukania Z, et al. (2018) New Statistical Approach to Apportion Dietary Sources of Iodine Intake: Findings from Kenya, Senegal and India. *Nutrients* **10**, 430

2. Situational Analysis Outcome Tool (Module 2)

Recommended for completion during implementation of Module 2 (Situational Analysis).

The table below refers to the four questions in Box 4 of Module 2. The table provides a space to record the outcomes, the data source and note gaps in available data; all of which will be helpful in developing the final report.

It is recommended that outcomes for each table are typed in a different font/colour so that these national inputs are clear and easy to read.

Data Listing Tool 2 for situational analysis of iodine status and use of iodised household salt – outcome to be used with Module 2

Situational Analysis Questions	Outcome	Data source used (include reference with year)	Data gaps identified ⁵
i. Is household use of adequately iodised salt consistently ⁶ < 90% (nationally & by geographic area, if available)	Yes/No <i>Provide percent coverage data for each geographic area</i>		
ii. Is iodine status inadequate among any population ⁷ or other sub-group (geographic area)?	Yes (could be lower or higher iodine than recommended)/No <i>Provide median urinary iodine concentration (MUIC) by population group and geographic area</i>		
iii. Does industrially processed food salt contribute significantly to dietary salt (and potentially iodine) intake among one or more groups?	Yes/No <i>Based on current evidence and understanding, prior to a detailed analysis of the contribution, which will be implemented in Module 4</i>		
iv. Does a salt reduction policy exist, with implementation planned within 12 months?	Yes/No		

⁵ Brief notes here will be helpful in interpretation of modelling outcomes in Module 4 and in recommendations for future actions, in Module 6.

⁶ Based on best available data from the past 3 years

⁷ Where population groups are referred to, these typically include: School-age children (6-12 years old) SAC; Women of Reproductive Age, WRA; Pregnant Women, PW; and Lactating Women, LW. Information for other groups should also be provided where available. E.g. children under 6 years of age, adult males, the elderly. Preferably based on data from the past 3-5 years.

<p><i>Based on the Guidance text and the 4 points above.</i></p> <p>Does implementation of this Guidance for potential future strengthening of/change to the salt iodisation strategy appear helpful? ⁸</p>	<p><i>Yes/No</i></p> <p><i>(with brief rationale)</i></p>
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This table below provides a template to document what is known about the salt and food industry and imports (referred to in Module 2).

Salt and food industry characterisation	
<p>Is information available to identify and contact:</p> <p>i. The main producers/importers of edible salt?</p> <p>ii. The main producers/importers of key salt-containing industrially processed foods</p>	<p><i>Yes/No</i></p> <p><i>Include brief information on:</i></p> <ul style="list-style-type: none"> – <i>Location (i and ii) (include whether a producer or importer)</i> – <i>Management contact details</i> – <i>Type of salt product and capacity/market share different forms of iodised and non-iodised food grade salt (i)</i> – <i>Type of salt containing food products and capacity/market share and proportion of products made with iodised and non-iodised salt (ii)</i>

⁸ This could include expansion of the salt iodisation strategy to include food industry salt and/or changes to salt iodine standards or regulatory monitoring protocols. The detail of potential specific changes will be developed in Modules 5 and 6.

3. Legislative and Enforcement Framework Review Tool (Module 3)

Recommended for completion during implementation of Module 3 (Legislative review).

The table below relates to the five questions in Box 5 of Module 3. The table provides a space to detail the type of legislation and enforcement for salt iodisation and to note gaps or ambiguities in available information; all of which will be helpful in developing the final report.

It is recommended that outcomes for each table are typed in a different font/colour so that these national inputs are clear and easy to read.

Implementation step	Outcome	Information gaps/ambiguities (where applicable)
i. Is legislation for salt iodisation mandatory?	Yes/No <i>Insert key wording from legislative text (include year that text was passed/amended)</i>	
ii. Does legislation for salt iodisation clearly indicate inclusion of salt for industrially processed foods, as well as salt for household use and consumption?	Yes/No <i>Insert key wording from legislative text</i>	
iii. Are appropriate regulatory authorities specified for salt production, salt import, and the use of salt in the food industry? (i.e. is it clear which government authority is responsible for monitoring and enforcing the use of iodised salt in the food industry, including imported foods where this is mentioned?).	Yes/No <i>If Yes:</i> State which government dept/authority is responsible for monitoring and enforcement of salt iodisation requirements at: – salt production – salt import – processed food production – processed food import.	
iv. Do protocols for monitoring and enforcement exist and are they effectively implemented (i.e. data collected AND used)	Yes/No – exist Yes/No - effective For each of the following: – salt production – salt import – processed food production – food import.	
v. Is legislation for salt iodisation a standalone law or is it required under a broader law, such as a Food Act?	<i>Provide the name and year of the food act or similar broader legislation where salt iodisation is covered</i>	
vi. Are standards for salt iodine levels incorporated into the legislative document or are they prescribed separately?	<i>Yes (included in legislative document) – include the required level in mg/kg here.</i> <i>No (prescribed separately) – provide the name, year of the document and include the required level in mg/kg here.</i>	

Based on the legislative framework review and the definitions in the glossary and Module 3 of the Guidance document, would you classify the national strategy as a strategy for salt iodisation or for *universal* salt iodisation? State below.

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4. Framework to Assess the Contribution of Industrially processed Foods to Salt and Iodised Salt Intake (Module 4)

Recommended for completion during implementation of Module 4 (Assessment).

The additional tool for Module 4, which is the main tool for the assessment, is the accompanying excel file.

The tables below relates to Steps 1-3 and Step 4 of Module 4. The table provides a space to record the outcome of investigations into identifying commonly consumed salt containing processed foods, and into the availability of data on: average per capita intake and / or serving sizes of these foods for different population groups, salt content of these foods, and the proportion of these foods made with iodised salt.

It is recommended that outcomes for each table are typed in a different font/colour so that these national inputs are clear and easy to read.

Steps 1-3 of the Framework in Figure 2 of the Programme Guidance

Framework step	Outcome	Data source used (include year where relevant)	Any major data gaps identified
		See Table 2	
1. a. Which industrially processed foods contribute significantly to salt intake across the population?	List main foods (limit to a reasonable number of widely consumed salt-containing products, would expect this to be 4 – 10).		
1. b. Are data available to estimate daily intake or serving sizes for these food products?	Yes/No (indicate if intake data are available for different population groups ⁹)		
2. Are data available to estimate the salt content of these food products?	Yes/No		
3. Are data available to estimate the overall proportion of these foods produced using non-iodised and iodised salt?	Yes/No		

⁹ School-age children (6-12 years old) SAC; Women of Reproductive Age, WRA; Pregnant Women, PW. Or for geographical regions. Any other groups should be mentioned where data are available.

Step 4 of the Framework in Figure 2 of the Programme Guidance

Aim of Model Depending on data available from steps 1-3 of module 4	Indicate which models were implemented	Indicate (with Y/N) which additional scenarios were modelled Depending on data availability and applicability for the national context
Estimate of daily salt and potential iodine intake (and % RNI iodine) from identified processed foods Based on estimates for: <ul style="list-style-type: none"> • Total average daily salt intake from the food products • Total average daily iodine intake if 100% of salt in the food products is iodised to the mean national standards • Percent daily RNI for iodine potentially achieved from salt in these food products 	<i>Model implemented</i> Yes/No	<ul style="list-style-type: none"> • For different population groups¹⁰ • For different geographic areas • For different percentages of food industry salt iodised • For different levels of iodine in salt • For a situation where the salt content of each food product is reduced (use a percent reduction in line with the national strategy for salt reduction where it exists)
Estimate of salt and potential iodine intake (and % RNI iodine) from one serving size of identified processed foods Based on estimates for: <ul style="list-style-type: none"> • Total average salt intake from one serving size of each of the food products • Total average iodine intake from one serving size of each of the food products if 100% of salt in the product is iodised to the mean national standards. • Percent RNI for iodine potentially achieved from salt in one serving size of each food product, 	<i>Model implemented</i> Yes/No	<ul style="list-style-type: none"> • For different population groups • For different percentages of food industry salt iodised • For different levels of iodine in salt • For a situation where the salt content of each food product is reduced (use a percent reduction in line with the national strategy for salt reduction where it exists)
Estimate of the relative contribution to salt and potential iodine intake (and % RNI iodine) from processed food salt and from household salt <i>Only possible if an estimate of household salt is available.</i> Based on estimates for: <ul style="list-style-type: none"> • Total average daily salt intake from 	<i>Model implemented</i> Yes/No	<ul style="list-style-type: none"> • For different population groups • For different geographic areas • For different percentages of food industry salt iodised

¹⁰ School-age children (6-12 years old) SAC; Women of Reproductive Age, WRA; Pregnant Women, PW. Other groups should be mentioned where data are available.

<ul style="list-style-type: none">○ household salt○ salt in identified foods● Average iodine intake from each source if 100% of all edible salt is iodised to the mean national standards● Percent daily RNI for iodine potentially achieved from salt through<ul style="list-style-type: none">○ household salt○ salt in identified foods		<ul style="list-style-type: none">● <i>For different levels of iodine in salt</i> ● <i>For a situation where the total salt intake is reduced (use a percent reduction in line with proposed national strategy for salt reduction and apply equally to household and food industry salt)</i>
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5. Enabling Factors Required for Expansion of a Salt Iodisation Strategy to Include Salt for Food Processing (Module 5)

Recommended for completion during implementation of Module 5 (Enabling Factors).

The table below relates to the questions in Module 5. The table provides a space to document the responses to the questions asked and to propose actions to address any identified gaps.

It is recommended that outcomes for each table are typed in a different font/colour so that these national inputs are clear and easy to read.

Assessment step	Outcome (including gaps and challenges) See Module 5	Proposed actions to ensure a strong enabling environment
i. Does existing legislation require revision to require and enforce the iodisation of salt used in industrially processed foods?		
ii. Are standards for salt iodisation based on total salt consumption, including salt consumed through processed foods? o How is the appropriateness of standards assessed?		
iii. Are food control protocols adequate to ensure monitoring, inspection and enforcement of the use of iodised salt in the manufacture of processed foods as well as at salt production and import points? o Is the protocol for iodised salt integrated with protocols for other fortified foods?		

<p>iv. Are mechanisms required to improve awareness, engagement and practices of the food industry?</p>		
<p>v. Is a comprehensive communication plan in place in relation to the use of iodised salt in processed foods - with identified audiences, messages, and methods, incorporating salt reduction messages as needed?</p>		
<p>vi. Are there nationally agreed monitoring indicators for the process and outcome of the strategy for optimal iodine nutrition?</p> <ul style="list-style-type: none"> ○ Are there national modules for assessing intake of specific salt-containing processed foods? ○ Is there a methodology for ongoing collection of information about iodine status from one or more population group? 		
<p>vii. Are financial and personnel resources available to support iodisation of food industry salt, according to the above points?</p>		