

Multi-Annual National Control Plan for the United Kingdom

April 2013 to March 2015
(updated May 2014)



Index

Table of Contents

Chapter 1 - Introduction.....	4
Management of the review and reporting process	5
Chapter 2 – National Strategic Objectives.....	6
Overall Objectives of the MANCP	6
Overall Objectives of Central Competent Authorities (CCAs).....	7
Food Standards Agency (FSA)	7
Department for Environment, Food and Rural Affairs (Defra)	7
Department of Health	8
Devolved Administrations	8
Chapter 3 – Designation of Competent Authorities, National Reference Laboratories (NRLs) and Control Bodies	9
Division of responsibilities for official controls	9
Feed and food	9
Animal health and animal welfare.....	9
Plant health	9
(Figure 1) Division of responsibility for official food controls.....	10
(Figure 2) Division of responsibility for official feed controls.....	12
(Figure 3) Division of responsibility for animal health and welfare controls	13
(Figure 4) Division of responsibility for plant health controls	14
Organisation and structure of competent authorities and other enforcement authorities.....	15
UK CCAs.....	15
Other UK competent and enforcement authorities	17
Laboratories and Control Bodies	27
Chapter 4 – Working together – Co-ordination and co-operation	30
Co-ordination and co-operation in the feed and food sectors	30
Co-ordination and co-operation in the animal health and welfare sectors	44
Co-ordination and co-operation in the plant health sector	49
Chapter 5 – Emergency and Contingency Planning and Mutual Assistance.....	50
Contingency plans in the feed and food sector	50
Contingency plans in the animal health sector	52
Contingency plans in the plant health sector.....	54
Mutual assistance.....	54
Chapter 6 – Arrangements for Audit of Competent Authorities	56

Monitoring and auditing performance	56
Appendix A – Designation of competent authorities in the UK	66
Appendix B - Food Standards Agency (FSA)	68
Appendix C - The Agriculture/Rural Affairs Departments	74
Appendix D - Animal Health and Veterinary Laboratories Agency (AHVLA)	84
Appendix E - UK Plant Health Service	89
Appendix F - Bee Health	93
Appendix G - Aquatic Animal Health	95
Appendix H - Rural Payments Agency (RPA)	99
Appendix I - Veterinary Medicines Directorate (VMD)	102
Appendix J - Chemicals Regulation Directorate (CRD)	105
Appendix K - Local and Port Health Authorities	108
Appendix L - National Reference Laboratories (NRLs)	114
Appendix M - Official Laboratories	124
Appendix N - UK Control Bodies	127
Appendix O – Numbers of Control Staff in the UK	132
Appendix P – Abbreviations	134

Chapter 1 - Introduction

- 1.1 The United Kingdom Multi-Annual National Control Plan (UK MANCP) covers the official control systems in respect of 'feed and food law' (as defined for the purposes of Regulation (EC) 882/2004^{1, 2}), and in respect of animal health (including aquatic animals and bee health) and animal welfare.³ The scope extends to plant health controls in respect of the rules included in Council Directive 2000/29/EC.⁴
- 1.2 The MANCP has been prepared jointly by the Food Standards Agency (FSA), the Department for Environment, Food and Rural Affairs (Defra) and its agencies, the Department of Health (DH), the Chemicals Regulation Directorate (CRD) of the Health and Safety Executive (HSE), the Scottish Government Agriculture, Food and Rural Communities Directorate (SG AFRC), the Welsh Government Sustainable Futures (WG SF), and the Department of Agriculture and Rural Development for Northern Ireland (DARD).
- 1.3 This MANCP covers the period April 2013 to March 2015. The rationale for a two year plan is that significant administrative and legislative changes which will impact on the MANCP are expected over the next two years such as the introduction of the new Scottish Food Body and the new European Union (EU) Official Controls Regulation which will replace Regulation (EC) 882/2004. A new MANCP will be produced in 2015.
- 1.4 The MANCP and the Annual Reports to the Commission on its implementation provide the basis for assessment of the effectiveness of performance of UK control systems by the Food and Veterinary Office (FVO) of the European Commission. The FVO also uses a Country Profile (CP) to help with its inspections. The CP is cross-referred to in various places in the

¹ 'Feed law' means the laws, regulations and administrative provisions governing feed in general, and feed safety in particular, whether at Community or national level; it covers all stages of production, processing and distribution of feed and the use of feed - Article 2(3) of Regulation 882/2004.

² 'Food law' means the laws, regulations and administrative provisions governing food in general, and food safety in particular, whether at Community or national level; it covers all stages of production, processing and distribution of food, and also of feed produced for, or fed to food-producing animals - Article 3(1) of Regulation (EC) No 178/2002 of the European Parliament and of the Council laying down the general principles and requirements of food law. For the purposes of Regulation 882/2004, 'food law' does not include rules on marketing standards for agricultural products.

³ This comprises all relevant Community animal health and animal welfare rules (including those applicable to bee health and fish health) and national measures that implement these rules or give effect to them.

⁴ Council Directive 2000/29/EC on protective measures against the introduction into the Community of organisms harmful to plants or plant products and against their spread within the Community. Official Journal L 169, 10.7.2000, 1-112.

MANCP, where it is considered that it contains all the relevant information about control activities. This can be found at:

ec.europa.eu/food/fvo/follow_up_en.cfm?co_id=GB

- 1.5 Further information on Official Feed and Food Controls regulation is available at: food.gov.uk/enforcement/regulation/europeleg/feedandfood/
- 1.6 Acronyms and abbreviations are used throughout this document. For ease of reference please refer to Appendix P.
- 1.7 Whilst care has been taken to ensure that the web links contained in the MANCP are correct at the time of publication, changes may occur. The MANCP will be kept under review and the links updated on a regular basis.

Management of the review and reporting process

- 1.8 The review of the UK's MANCP and reporting process is managed by means of a cross-Departmental Project. The FSA, as lead Government Department for matters relating to Regulation (EC) 882/2004, co-ordinates the project overall but works closely with Defra (and its agencies), DH, CRD and the Agriculture/Rural Affairs Departments in the Devolved Administrations to review the MANCP once a year.
- 1.9 As part of the managed project described above, annual progress reports on implementation of the UK's MANCP are prepared and sent to the European Commission. They are also posted on the FSA website: food.gov.uk/enforcement/regulation/europeleg/feedandfood/ncpuk and linked to those of various Departments to ensure transparency for consumers about the control activities undertaken in the UK and about their results.
- 1.10 For further information on the UK MANCP and the annual reports please contact:

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Chapter 2 – National Strategic Objectives

Overall Objectives of the MANCP

- 2.1 The principal objectives of the UK MANCP are in line with those in Regulation (EC) 882/2004 and set out:
- the organisation and structure of the competent authorities
 - how the UK enforces feed law and food law and monitors and verifies that relevant requirements are met, and that systems of official controls and other appropriate surveillance and monitoring activities, covering all stages of production, processing and distribution of feed and food, are maintained
 - how the UK monitors and verifies compliance with animal health and welfare and plant health law
 - the strategy and objectives of the competent authorities.
- 2.2 In meeting these objectives, we follow the principles of good regulation, including that the enforcement framework is implemented in a way that is proportionate, accountable, consistent, transparent and targeted. We take the current Regulators' Code⁵ into account. We work closely with the Better Regulation Delivery Office⁶ (BRDO), in particular on the Primary Authority Scheme. We take account of other BRDO initiatives where this is possible within the confines of our obligations under EU food and feed legislation. We recognise the importance of growth and the need to reduce burdens on businesses without reducing protection and seek to take action to further the UK Government's approach to transforming regulatory enforcement⁷. For example through the robust evaluation of risk, earned recognition has been implemented in dairy hygiene inspections in England, Wales and Northern Ireland (NI) and animal feed inspections in England, reducing the frequency of inspections for compliant businesses, allowing resources to focus on less compliant establishments and intelligence gathering.
- 2.3 We also follow the Devolved Administrations' principles of better regulation and related activities and initiatives aimed at improving regulation and enforcement in Wales, Scotland and NI.

⁵ gov.uk/government/publications/regulators-code - applies in England and Wales only

⁶ Information on the BRDO is at bis.gov.uk/brdo

⁷ Information on the Government's approach is at: gov.uk/government/uploads/system/uploads/attachment_data/file/197593/11-1408-transforming-regulatory-enforcement-government-response.pdf

Overall Objectives of Central Competent Authorities (CCAs)

Food Standards Agency (FSA)

- 2.4 The FSA has responsibility at central Government level for the main body of feed and food safety law in the UK. The FSA, other Government bodies and local authorities have responsibility for monitoring and verifying compliance and for enforcing the requirements.
- 2.5 Feed and food safety and standards are devolved matters in the UK. In addition to its London headquarters, the FSA has offices in Scotland, Wales and NI. Each of these offices is headed by a Director accountable to the Chief Executive. The FSA in Scotland and NI also have responsibility for nutrition related food legislation in their administrations. The Welsh Government has this responsibility in Wales. An organisational chart of the FSA is available at:

multimedia.food.gov.uk/multimedia/pdfs/fsa-organogram.pdf
- 2.6 Ensuring that there is a comprehensive and integrated system of official controls from 'farm to fork' contributes to protecting public and animal health, and safeguarding the consumer interest. The FSA's key targets are in the FSA's 2010 – 2015 Strategic Plan available at:
multimedia.food.gov.uk/multimedia/pdfs/strategy.pdf
The FSA has started the process of developing a new strategic plan for the period 2015 – 2020.
- 2.7 The FSA's Compliance and Enforcement Strategy, which sets out the FSA's approach to making sustained improvements in food and feed business compliance, including:
- better risk-based targeted activity
 - high impact interventions
 - compliance in high risk areas
 - development and implementation of new approaches to verification of food and feed business compliance, for example through earned recognition
 - consumer information about business standards is available at:
food.gov.uk/multimedia/pdfs/enforcement/compliance.pdf

Department for Environment, Food and Rural Affairs (Defra)

- 2.8 Defra⁸ is the CCA responsible for animal health and welfare law in England and is responsible for supporting and developing British farming and encouraging sustainable food production. In addition, Defra has overall responsibility for plant health law but the Devolved Administrations and Forestry Commission pass their own legislation.

⁸ gov.uk/government/organisations/department-for-environment-food-rural-affairs/about

2.9 Defra's priorities are to:

- Grow the rural economy;
- Improve the environment;
- Safeguard animal health; and
- Safeguard plant health.

2.10 Defra's Business Plan for 2012-15 sets out some of the key actions that will be delivered by 2015 and is available at:

transparency.number10.gov.uk/business-plan/10

Department of Health

2.11 The Department of Health⁹ has central government responsibility for nutrition-related food legislation in England. The Department of Health's corporate plan is available at:

gov.uk/government/publications/department-of-health-corporate-plan-2013-14

Devolved Administrations

2.12 Devolved Administrations are the competent authorities for their countries with regard to animal health and welfare and plant health law. The above mentioned objectives are also linked closely with objectives set out in the strategic or business plans for the SG AFRC, WG SF and DARD. These plans are available at:

scotland.gov.uk/About/scotPerforms/objectives

wales.gov.uk/about/programmeforgov/?lang=en

dardni.gov.uk/dard-strategic-plan-2020-english-version.pdf

⁹ gov.uk/government/organisations/department-of-health

Chapter 3 – Designation of Competent Authorities, National Reference Laboratories (NRLs) & Control Bodies

Division of responsibilities for official controls

Feed and food

3.1 Responsibility within the UK for official controls is divided. For feed and food law, this responsibility is held centrally but, in practice, day to day responsibility for official control functions is divided between central and local Government. The central authorities are:

- the FSA;
- Defra its agencies;
- DH; and
- the Agriculture/Rural Affairs Departments in the Devolved Administrations (the SG AFRC, the WG SF and DARD).

At local level, the monitoring and enforcement of feed and food law is carried out by:

- local authorities (as well as DARD in NI); and
- Defra agencies.

The division of responsibility is summarised in Figures 1 and 2.

Animal health and animal welfare

3.2 With regard to animal health and animal welfare controls responsibility is held centrally by:

- Defra and its agencies; and
- equivalent Departments in the Devolved Administrations.

Day-to-day monitoring and enforcement is carried out by:

- the central Departments (or their agencies); and
- local authorities (as well as DARD in NI).

The division of responsibility is summarised in Figure 3.

Plant health

3.3 **Plant health controls** responsibility lies with “UK Plant Health Service” which comprises a number of units from within:

- Defra;
- the Food and Environment Research Agency (Fera);
- the Agriculture/Rural Affairs Departments in the Devolved Administrations; and
- the Forestry Commission.¹⁰

The division of responsibility is summarised in Figure 4.

3.4 Details of the legislation designating the competent authorities can be found at Appendix A.

¹⁰ gov.uk/government/organisations/forestry-commission

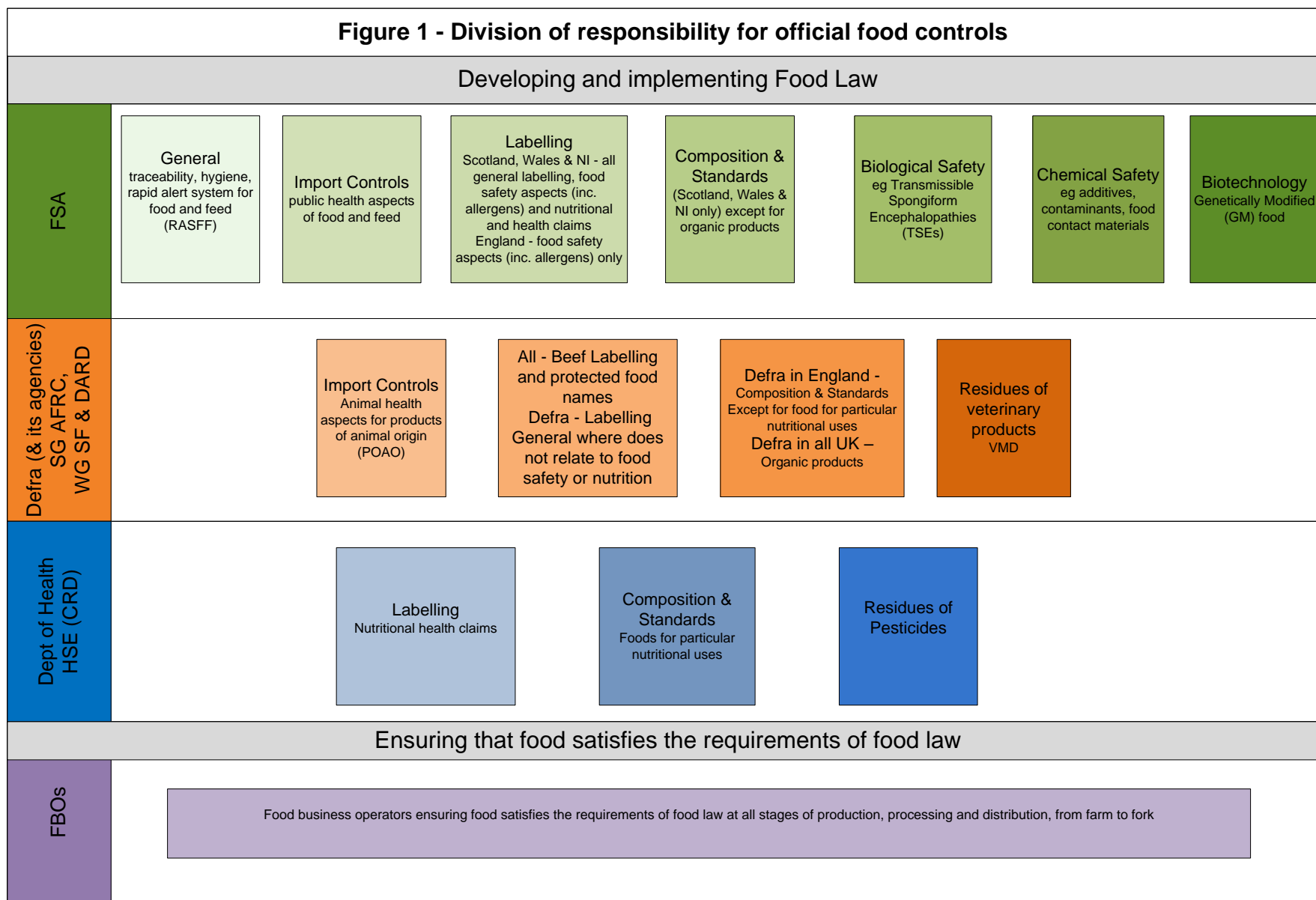


Figure 1 continued – Division of responsibility for official food controls

Official controls in respect of food law					
Central level			Local level		
<p>FSA</p> <ul style="list-style-type: none"> Inspection and approval of food irradiation facilities Approval of fresh meat establishments Classification & monitoring of shellfish harvesting areas Hygiene controls – fresh meat Specified Risk Material (SRM) and other TSE controls in approved slaughterhouses and cutting plants Bovine Spongiform Encephalopathy (BSE) testing (on behalf of Defra) Recognition of natural mineral waters from non-EEA countries in Scotland, Wales and NI Hygiene controls – milk production holdings (England & Wales only) <p>AHVL/SG AFRC (on behalf of FSA)</p> <ul style="list-style-type: none"> Hygiene controls – egg production units 	<p>Defra (on UK-wide basis)</p> <ul style="list-style-type: none"> Organisation of protected food names scheme Overseeing system for certification of organic produce Policy on beef labelling system Recognition in England of natural mineral waters from non-EEA countries <p>VMD</p> <ul style="list-style-type: none"> Veterinary medicine drug residue surveillance <p>RPA</p> <ul style="list-style-type: none"> Beef labelling for England & Wales <p>HSE (CRD)</p> <ul style="list-style-type: none"> Pesticide residue monitoring and enforcement 	<p>DARD (on behalf of FSA)</p> <ul style="list-style-type: none"> Hygiene controls for primary production Hygiene controls for fresh meat, milk production holdings/ liquid milk establishments, egg production units / packing stations Approval of liquid milk establishments and egg packers <p>DARD</p> <ul style="list-style-type: none"> SRM controls BSE testing Beef labelling 	<p>SG AFRC</p> <ul style="list-style-type: none"> Beef labelling Primary production inspections 	<p>Local and port health authorities in England Wales & NI</p> <ul style="list-style-type: none"> Official controls and enforcement of the main body of food law, including imported food controls (all food law except that enforced by the central Departments and their agencies) 	<p>Local and port health authorities in Scotland</p> <ul style="list-style-type: none"> Official controls and enforcement of the main body of food law, including imported food controls (all food law except that enforced by the central Departments and their agencies) Hygiene controls at milk production holdings

Figure 2 - Division of responsibility for official feed controls

Developing and implementing feed law					
FSA				Defra (& its agencies), HSE (CRD), SG AFRC, WG SF & DARD	
<ul style="list-style-type: none">• General – traceability, rapid alert system (RASFF), official controls• Import controls• Labelling• Composition and standards• Biological safety – eg feed hygiene• Chemical safety – prohibited and undesirable substances• Biotechnology – GM feed				<ul style="list-style-type: none">• Animal by-products – feed ban, Salmonella etc• Medicated feed• Chemical safety – specified feed additives	
Ensuring that feed satisfies the requirements of feed law					
Feed business operators ensuring feed satisfies the requirements of food law at all stages of production, processing and distribution, from farm to feed trough (over 200,000 businesses in the UK – this includes farms)					
Official controls in respect of feed law					
Central level				Local level	
VMD	SG RPID	AHVLA	DARD	Local authorities in England & Wales	Local authorities in Scotland
<ul style="list-style-type: none">• Medicated feed• Specified feed additives• Veterinary medicine drug residue surveillance	<ul style="list-style-type: none">• Primary production feed hygiene controls on behalf of the FSA	<ul style="list-style-type: none">• Animal protein in feed ban	<ul style="list-style-type: none">• All feed law controls in Northern Ireland	<ul style="list-style-type: none">• Official controls and enforcement of the main body of feed law, including imported feed• All feed law not enforced by Defra and its agencies	<ul style="list-style-type: none">• Official controls and enforcement of the main body of feed law, including imported feed• All feed law not enforced by Defra and its agencies

Figure 3 - Division of responsibility for official animal health and welfare controls

Policy and development and implementation of animal health and animal welfare legislation					
ENGLAND Defra		SCOTLAND SG AFRC		WALES WG SF	NORTHERN IRELAND DARD
Official controls (delivery landscape)					
Defra Executive Agencies	Devolved Administrations	Other Government Departments	Local Government	Non-Departmental Public Bodies	Other Bodies
<ul style="list-style-type: none">• Animal Health and Veterinary Laboratories Agency (including Official Veterinarians)• Rural Payments Agency (including British Cattle Movement Service)• Veterinary Medicines Directorate• Food and Environment Research Agency• Centre for Environment, Fisheries and Aquaculture Science, Fish Health Inspectorate	<ul style="list-style-type: none">• Scottish Government Field Officers and Marine Scotland Science• Rural Payments Wales• DARD (Veterinary Service, Grants and Subsidies Division and Fish Health Inspectorate)	<ul style="list-style-type: none">• Food Standards Agency• Her Majesty’s Revenue & Customs	<ul style="list-style-type: none">• Local authorities in GB & NI• Port Health Authorities• Local Government Association	<ul style="list-style-type: none">• Environment Agency (not applicable in Wales)• Natural Resources Wales• United Kingdom Border Agency	<ul style="list-style-type: none">• Royal Society for the Prevention of Cruelty to Animals (not in NI)

Figure 4 - Division of responsibility for plant health controls

Policy and development and implementation of plant health legislation					
Defra	Fera Plant Health & Seeds Inspectorate, Laboratory & Consultancy Services	Scottish Government	Welsh Government	DARD and AFBI	Forestry Commission
Official controls (delivery landscape)					
Defra Executive Agencies <ul style="list-style-type: none">Fera	Devolved Administrations <ul style="list-style-type: none">Scottish Government AFRCWG SFDARD AFBI		Other Government Departments <ul style="list-style-type: none">Forestry Commission		Other <ul style="list-style-type: none">England/Wales Plant Health Concordat

Organisation and structure of competent authorities and other enforcement authorities

UK CCAs

Food Standards Agency

- 3.5 The FSA was established by the Food Standards Act 1999¹¹. It has responsibility for protecting public health from risks that may arise in connection with the consumption of food, and otherwise to protect the interests of consumers in all matters connected with food. This also includes wide-ranging responsibilities in the area of animal feed.
- 3.6 The FSA is a non-Ministerial Government Department, accountable to the Westminster Government through the Secretary of State for Health and to the Scottish Government, National Assembly for Wales and the NI Assembly through their health ministers or equivalents. The FSA is governed by a Board, appointed to act in the public interest and put consumers first. The Board consists of a Chair, Deputy Chair and up to 12 other members. The Board is responsible for overall strategic direction, including ensuring legal obligations are fulfilled, and that decisions and actions take proper account of scientific advice as well as the interests of consumers and other stakeholders. Further information about the Board, including details of its current membership, is available at: food.gov.uk/aboutus/ourboard/
- 3.7 Day to day operations is managed by the Chief Executive and FSA staff, who are civil servants.
- 3.8 The Food Standards Act 1999 gives the FSA statutory powers to deliver national priorities and objectives, such as setting performance standards for enforcement of feed and food law, and monitoring and auditing performance of enforcement authorities against the standards. It also gives the FSA powers to require local authorities to provide information relating to feed and food law enforcement. The FSA may enter food and feed premises under local authority control to inspect records and take samples, and may report to individual authorities giving guidance on improving performance. It can also require enforcement authorities to publish these FSA reports and indicate proposed remedial action. Roles where the FSA works primarily in tandem with other organisations are set out in Chapter 4. Further information on the FSA is set out in Appendix B.

Devolved Administrations

- 3.9 The FSA in Scotland, Wales and NI provide advice to their respective Health Ministers on food safety and standards policy and legislation. A statutory Food Advisory Committee within each country provides the FSA with independent

¹¹ Food Standards Act 1999, c 28.

advice on food safety and standards issues in the respective countries. Details are available at:

food.gov.uk/scotland/aboutus_scotland/advisorycommittee/
food.gov.uk/wales/aboutus_wales/advisorycommitteewales/
food.gov.uk/northernireland/aboutfsani/advisorycommittee/

- 3.10 In June 2012 Scottish Ministers decided, following the recommendation of an independent review, to create a stand-alone body in Scotland for food safety, food standards, nutrition, food labelling, and meat inspection policy and operational delivery. These functions are currently carried out in Scotland by the FSA. The current working title of the new food body is Food Standards Scotland (FSS)
- 3.11 The programme of work to create FSS is currently being managed by Scottish Government and the new organisation is likely to come into being in early 2015.
- 3.12 The Bill to establish FSS, make provision as to its functions and to
- amend the law in relation to food;
 - enable provision to be made in relation to animal feeding stuffs;
 - make provision for administrative sanctions in relation to offences under the law in relation to food and for connected purposes
- was introduced to the Scottish Parliament in March 2014.
- 3.13 In Scotland the Scottish Government Rural Payments and Inspections Directorate (SG RPID) carries out on-farm enforcement of food hygiene regulations at egg production units. This function is fulfilled by DARD Agri-Food Inspection Branch (AFIB) in NI. Further information about SG RPID's egg hygiene function is available at:
scotland.gov.uk/Topics/Agriculture/Agricultural-Policy/LivestockAndLivestockProd/EggsAndPoultry/Enforcement
- 3.14 The SG RPID function is set out in a Memorandum of Understanding (MoU) which is reviewed annually. Management of the MoU rests with the Senior Agricultural Officer (Poultry) within SG RPID and FSA in Scotland.

Department for Environment, Food & Rural Affairs (Defra)

- 3.15 Defra is a Ministerial Department supported by 35 agencies and public bodies. The Department is structured around four Director-General commands responsible for policy and regulations on environmental, food and rural issues. Further information on Defra's responsibilities is set out at [Appendix C](#).
- 3.16 Although Defra only works directly in England, it works closely with the Devolved Administrations in Wales, Scotland and NI, and generally leads on negotiations in the EU and internationally for the UK.

- 3.17 Further information on how the Department is organised and managed is available at: gov.uk/government/organisations/department-for-environment-food-rural-affairs.

Devolved Administrations

- 3.18 The SG AFRC, the WG SF and DARD have similar responsibilities to Defra in Scotland, Wales and NI respectively. General information on these Departments, including their organisation and structure, may be found at the following links:
scotland.gov.uk/Topics/Agriculture
wales.gov.uk/topics/environmentcountryside/?jsessionid=17CDAFF268E9DF4E4CC5EF7551B66571?lang=en
dardni.gov.uk/index/about-dard.htm

Other UK competent and enforcement authorities

- 3.19 The UK delivery landscape is complex as the majority of official controls are carried out by Defra's agencies and other bodies. The information below sets out the structure of the UK competent authorities and enforcement regime.

Animal Health and Veterinary Laboratories Agency (AHVLA) in Great Britain (GB)

- 3.20 AHVLA is an executive agency working on behalf of the Department for the Environment, Food & Rural Affairs (Defra), Scottish Government and Welsh Government. It aims to:
- prevent and control farm animal disease in England, Scotland and Wales;
 - protect the health and welfare of farmed animals;
 - and safeguard public health from food-borne disease.

Its range of activities includes scientific research, welfare inspections, and the registration and licensing of imports of endangered wildlife. The Agency also provides an emergency response to outbreaks of notifiable animal diseases.

- 3.21 AHVLA has a Chief Executive who is responsible for overall performance while the AHVLA Board sets the strategic direction of the Agency and monitors its achievement of ministerial and key targets. As members of the Executive Team, the Directors have individual operational responsibilities for laboratory and specialist services, science, contingency planning, finance, human resources, veterinary and science policy advice, field services, veterinary surveillance, information technology, health and safety, and quality management.
- 3.22 AHVLA operates from many sites across GB providing field services, veterinary investigation and surveillance, and laboratory services. In Scotland, AHVLA operates under the authority of Scottish Ministers. England, Scotland and Wales each has its own Country Director supported by an

Operations Director, Veterinary Leads, Veterinary Surveillance Managers and Field Managers. The Agency also has the centre for International Trade, which manages international trade, and specialist service centres which manage tracings and wildlife licensing and registration. Further details can be found in Appendix D and at:

defra.gov.uk/ahvla-en/ and
gov.uk/government/organisations/animal-health-and-veterinary-laboratories-agency

Animal Health and Welfare in NI - DARD

- 3.23 In NI, DARD is responsible for monitoring the enforcement of animal health and welfare legislation.

UK plant health controls

- 3.24 Responsibility for plant health controls lies with the UK Plant Health Service which comprises a number of units from within Defra, Fera, the Forestry Commission and Devolved Administrations. Further information on plant health can be found at Appendix E.

Defra's Plant Health Policy Programme in England

- 3.25 On 1st January 2013, the Plant Health Policy Team (as well as the Fera policy teams responsible for bee health and plant varieties and seeds) transferred to core-Defra, with core-Defra taking on the co-ordinating role of the Single Central Authority and the National Plant Protection Organisation (NPPO).
- 3.26 Defra's Plant Health Policy Programme including the Head of the NPPO and Chief Plant Health Officer for the UK reports via The Deputy Chief Veterinary Officer to Defra's Secretary of State on plant health matters.

Fera's Plant Health and Seeds Inspectorate (PHSI)

- 3.27 The PHSI is part of Fera, and implements plant health policy in England and Wales. The Chief Plant Health and Seeds Inspector works directly to the Fera Director responsible for implementation. There are 40 local PHSI offices around the country and a headquarters at Fera's Sand Hutton site near York. A list of the PHSI offices are available at:
fera.defra.gov.uk/plants/plantHealth/documents/phsiOfficesList0214.pdf

Forestry Commission

- 3.28 The Forestry Commission is responsible for all matters related to forestry pests in GB, including inspections of imported forest products, surveys and eradication and containment programmes. Its Plant Health Service operates through two areas, North and South, with a regional manager in each. The Forestry Commission's main office is in Edinburgh. More information is available on its website at: forestry.gov.uk/planthealth.

Devolved Administrations

SG AFRC

- 3.29 SG AFRC is responsible for plant health policy and plant and seed certification within Scotland. The Scottish Government co-ordinates UK representation on matters relating to seed potato certification. SG RPID and SG SASA¹² are divisions of SG AFRC, which carry out monitoring and surveillance work, and undertakes inspections to ensure compliance with plant health controls. They also operate voluntary certification schemes. Scientific support is provided by SG SASA, which carries out laboratory testing and pest identification as well as providing advice on monitoring, interceptions and outbreaks. SASA issues licences for scientific work on prohibited pests and plants in Scotland and operates the Potato Quarantine Unit for the UK. The SG AFRC headquarters is in Edinburgh. More detailed information is available at: scotland.gov.uk/Home and sasa.gov.uk.

WG SF

- 3.30 The WG SF is responsible for policy on the implementation of plant health measures in Wales. Relations with Defra's Plant Health Policy Programme and the certification and enforcement role of PHSI in Wales are governed by the England/Wales Plant Health Concordat. Delivery of certification and enforcement by PHSI on behalf of the Welsh Government is governed by a separate Concordat with Fera. The Department for Sustainable Futures is located throughout the Welsh Government's offices in Wales. Detailed information is available at: wales.gov.uk/topics/environmentcountryside/farmingandcountryside/plantsseedbiotechnology/plantshealth/?lang=en

DARD

- 3.31 DARD is responsible for policy, technical and scientific matters relating to plant health and plant certification within NI, including forestry matters. Specialist diagnostic functions are provided to DARD by the Agri-Food and Biosciences Institute (AFBI). More detailed information is available at: dardni.gov.uk/index/plant-and-tree-health.htm
- 3.32 Further information about the competent authorities in plant health sector is available in the UK CP: ec.europa.eu/food/fvo/follow_up_en.cfm?co_id=GB

¹² Science and Advice for Scottish Agriculture

UK Bee health controls

- 3.33 The National Bee Unit (NBU) is part of Fera.¹³ It reports to Defra in England and the Office of the Chief Veterinary Officer (OCVO), Welsh Government respectively, on all aspects of delivery to their Bee Health Programmes. Further information on bee health is set out in [Appendix F](#). Detailed information on the NBU is available at: nationalbeeunit.com
- 3.34 Fera has a range of facilities that are used to support strategic objectives to protect bee health. As well as the specific core NBU laboratories for disease diagnosis, the NBU also has access to and uses the services of laboratories in other Fera Groups e.g. for molecular diagnostics; Polymerase Chain Reaction (PCR) antibody based diagnostics; and residue analysis (pesticides and veterinary medicines). It also maintains bee colonies required for beekeeper training and R&D and trials work.

Devolved Administrations

SG AFRC

- 3.35 In Scotland, the bee health programme is implemented by the SG AFRC Directorate and the operational aspects of the programme are delivered by the Government's Bee Inspectors and SASA¹⁴. SASA offers a diagnostic service allowing beekeepers to submit samples for examination and assessment of notifiable pests and disease. The Scottish Government also provides funding to Scotland's Rural College (SRUC)¹⁵ to support the work of an Apiculture Specialist who offers advice, guidance and training on bee health and husbandry.

DARD

- 3.36 In NI, the bee health programme is implemented by DARD¹⁶. The operational aspects of the programme are delivered by one Senior Bee Inspector and two Area Seasonal Bee Inspectors from Plant Health inspection Branch. A diagnostic service is available to both DARD staff and beekeepers who suspect the presence of bee diseases at AFBI at Newforge Lane.

¹³ More information on Fera is available at: fera.defra.gov.uk/

¹⁴ More information on SASA is available at: sasa.gov.uk/

¹⁵ More information on SRUC is available at: sruc.ac.uk

¹⁶ dardni.gov.uk/index/animal-health-and-welfare/bees/bee-health.htm

UK aquatic animal health controls

Centre for Environment, Fisheries & Aquaculture Science (Cefas) in England and Wales

- 3.37 Cefas was established as an Executive Agency of Defra on 1 April 1997. It provides scientific research and advice to Defra on a broad range of issues related to the marine and freshwater aquatic environment. It operates two main laboratory sites, from its headquarters in Lowestoft, Suffolk. The Cefas Weymouth laboratory provides specialist advice, surveillance, diagnostic and research services on aquatic animal health on behalf of Defra, and on shellfish hygiene on behalf of the FSA.
- 3.38 The Cefas Fish Health Inspectorate (FHI), based at Weymouth is responsible for the enforcement of the EU aquatic animal health regime on behalf of Defra and the Welsh Government. The work of the Inspectorate is supported by other teams at Cefas Weymouth, including diagnostic services, the research departments and an epidemiology group. Further information is set out in [Appendix G](#) and can also be found at cefas.defra.gov.uk/about-us.aspx

Devolved Administrations

Marine Scotland

- 3.39 Marine Scotland (MS) is a directorate of Scottish Government responsible for the integrated management of Scotland's seas promoting their prosperity and environmental sustainability.
- 3.40 Marine Scotland Science (MSS) is a division within MS and conducts scientific research and monitoring on a number of marine and fisheries issues including aquaculture and fish health, freshwater fisheries, sea fisheries and the marine ecosystem. MSS provides expert scientific and technical advice to Scottish Government. The work conducted by MSS is governed by a Service Level Agreement, set out on an annual basis.
- 3.41 Within MSS the Fish Health Inspectorate (FHI), based at Aberdeen's Marine Laboratory, is responsible for enforcing EU and domestic legislation relevant to aquatic animal health in Scotland. The work of the FHI is supported through MSS diagnostic and research staff and laboratories along with experts in epidemiology. Further information can be found at: scotland.gov.uk/Resource/Doc/300639/0122631.pdf and scotland.gov.uk/Topics/marine

DARD and Agri-Food & Biosciences Institute (AFBI)¹⁷

- 3.42 DARD is responsible for aquaculture policy and legislation. DARD's FHI is responsible for the implementation and enforcement of the EU aquatic animal health regime and investigation of disease outbreaks in NI. AFBI is responsible for monitoring programmes and diagnostic investigation of disease outbreaks in fish and shellfish. Further information can be found at: dardni.gov.uk/index/fisheries-farming-and-food/marine_fisheries/aquaculture/fish-health.htm

Rural Payments Agency (RPA)

- 3.43 RPA is an Executive Agency of Defra. RPA undertakes cattle tracing services across GB. The British Cattle Movement Service (BCMS), which is part of RPA, operates the Cattle Tracing System which is the GB identification and registration database for cattle. BCMS also administers the Animal Movement Licensing System (AMLS) which is the central database for sheep, goat and pig movements for England and Wales.
- 3.44 On behalf of Defra, RPA is responsible for the cattle identification statutory inspection regime in England and since 2007 has also been responsible for the statutory sheep and goat identification inspection regime in England. .
- 3.45 The overall policy and financial framework within which RPA operates is determined by the Secretary of State for Defra. The Chief Executive is responsible for the day to day management of RPA supported by senior managers. Further information is set out in [Appendix H](#) and can also be found at: rpa.defra.gov.uk/rpa/index.nsf/vContentByTaxonomy/About%20RPA**What%20we%20do**?OpenDocument

Devolved Administrations

- 3.46 In Wales, the Rural Inspectorate for Wales (RIW)¹⁸ and in Scotland, the Rural Payments and Inspections Division have similar roles as the RPA in England.
- 3.47 In NI the Veterinary Service (VS) of DARD operates the Animal and Public Health Information System (APHIS) database. It holds details of all registered cattle, sheep, goat and pig keepers and holdings, including markets, export assembly centres and slaughterhouses. It also holds the registration details of all individual cattle in the NI herd and their movement histories from birth to death. Since 2010 the individual movement history of sheep and goats has been recorded on APHIS. Its data is used for tracing cattle and sheep and disease control purposes, such as Tuberculosis (TB) and Brucellosis control

¹⁷ AFBI was created on 1st April 2006 as an amalgamation of the DARD Science Service and the Agricultural Research Institute of Northern Ireland (ARINI). AFBI is a DARD Non-Departmental Public Body (NDPB)

¹⁸ Part of RPW

and Transmissible Spongiform Encephalopathy (TSE) testing. The DARD VS is responsible for carrying out Cattle and Sheep Identity Inspections and also carries out Cross-Compliance Inspections with regard to the Statutory Management Requirements involving livestock.

Veterinary Medicines Directorate (VMD)

- 3.48 The VMD is an Executive Agency of Defra, and acts on behalf of the Secretary of State in performing its functions. Its day-to-day management and performance against key objectives is the responsibility of its Chief Executive Officer. VMD's policy, legal and resources framework is set out in a Framework Document.¹⁹ The VMD reports to Defra's Chief Veterinary Officer (CVO). Further information on the VMD is set out in [Appendix I](#) and on its website, where its strategy for delivering an effective regulatory service is set out in its current Business Plan 2013/14 – 2014/15 and its forward look to 2018/19 at: vmd.defra.gov.uk/pdf/BusinessPlan.pdf
- 3.49 The VMD operates a dedicated Inspections and Investigations Team which has responsibility for inspecting approved manufacturers and distributors of medicated feeds and Specified Feed Additives (SFAs). The VMD's resources for supporting its control activities in this sector include operating an exclusive inspections database. This contains contact details for approved premises and details of all inspections carried out. Defra carries out legal investigations and prosecutions on behalf of the VMD for the possession, promotion and sale of unauthorised veterinary medicines and in relation to the unlawful manufacture and distribution of Schedule 5 products, which are the medicated feedingstuffs and SFAs.
- 3.50 VMD maintains a database for monitoring progress on completing the veterinary residues surveillance programme. The system produces monthly reports which update control bodies involved on their performance. Results from the control body laboratory are downloaded nightly. The VMD commissions the development of new analytical methods for its activities through its Research and Development programme.²⁰

Veterinary Medicinal Products (VMPs)

- 3.51 The VMD is responsible for the authorisation, distribution and use of VMPs. VMPs are authorised for five years initially and then permanently unless pharmacovigilance reports require a further renewal. The application and supporting data is evaluated by VMD assessors according to either the National or European procedure. Further information on VMPs can be found in the UK CP at: ec.europa.eu/food/fvo/follow_up_en.cfm?co_id=GB

¹⁹ Copies of the Framework Document are available free of charge from VMD (telephone +44 (0)1932 338337).

²⁰ More information is available at: vmd.defra.gov.uk/public/research.aspx

Chemicals Regulation Directorate (CRD)

- 3.52 CRD is a Directorate of the HSE. Its aims, objectives and functions, as well as its accountability, management and structure are set out in its Business Plan at: [pesticides.gov.uk/Resources/CRD/Migrated-Resources/Documents/C/CRD_Business_Plan_2010_2013.pdf](https://www.pesticides.gov.uk/Resources/CRD/Migrated-Resources/Documents/C/CRD_Business_Plan_2010_2013.pdf) Further information is also set out in [Appendix J](#).
- 3.53 With regard to other resources, CRD has access to the following facilities and services:
- [Information Technology systems/database](#) - access to UK and European registration data for pesticide authorisation, which informs the CRD analytical and sampling programme.
 - [Pesticide Usage Surveys Team \(Fera\)](#) - CRD funds the collection and collation of annual surveys of pesticide usage in the UK. This data provides useful intelligence information about the pesticides to be looked for in the monitoring programme.
 - [Laboratory facilities](#) - CRD has official arrangements with Fera for resources in support of the pesticide monitoring programme. Four other laboratories are also used giving a breadth of experience and resource. Further information on Fera can be found at: fera.defra.gov.uk/
 - [Fera research and training facility](#) - CRD funds several large analytical projects in support of the pesticide monitoring programme, to improve the programme's robustness, range and speed. It can also make use of Fera facilities for training events.

Local Authorities

- 3.54 There are 433 local authorities in the UK, excluding Port Health Authorities (PHAs). The Local Government Association (LGA)²¹ has a co-ordinating role in respect of Regulation for local authorities in England and Wales. The Convention of Scottish Local Authorities (COSLA)²² and the Northern Ireland Local Government Association (NILGA)²³ perform these functions in Scotland and NI respectively. Further information on local and port health authorities is set out in [Appendix K](#).
- 3.55 Local authorities fall into a number of different categories and this determines the regulatory activities for which they are responsible. In many parts of England there are two tiers of local government consisting of a County Council, responsible for services across the whole county, together with a number of District Councils that have responsibility for other services across a smaller area within the county. Unitary Authorities, which include London

²¹ More information on the LGA is available at [local.gov.uk](https://www.local.gov.uk). Information on the Welsh LGA, which is part of the LGA, is available at [wlga.gov.uk](https://www.wlga.gov.uk)

²² More information on COSLA is available at [cosla.gov.uk](https://www.cosla.gov.uk)

²³ More information on NILGA is available at [nilga.org/](https://www.nilga.org/)

Boroughs and Metropolitan Boroughs, carry out both district and county functions. In Scotland, Wales and NI, all authorities are Unitary Authorities.

- 3.56 With regard to food law enforcement, County Councils are responsible for enforcing food standards legislation (e.g. food composition, labelling, claims and presentational matters) and also on-farm food hygiene, whilst District Councils are responsible for other food hygiene matters. Unitary Authorities are responsible for both hygiene and standards issues.
- 3.57 Local authorities with points of entry into the UK/EU are responsible for official controls on food products being imported from third countries. These include local authorities specifically constituted as PHAs for this function under an Act of Parliament.²⁴ In places where a PHA cannot be constituted, e.g. airports, the relevant local authority will act as the PHA. The Association of Port Health Authorities (APHA)²⁵ is the representative body for many PHAs.
- 3.58 Border Inspection Posts (BIPs) are facilities within a port or airport designated as a place dedicated to undertake veterinary checks on Products of Animal Origin (POAO) imported into the EU. BIP facilities are usually privately owned but local and port health authorities are responsible for checks at BIPs which have been approved for checks of POAO intended for human consumption and animal by-products (ABP). In NI, DARD and the District Councils have responsibility to undertake checks on POAO with Belfast PHA having responsibility for fish and fishery products.
- 3.59 With regard to feed, responsibility lies with 153 local authorities and one PHA in England, 32 local authorities in Scotland, 22 in Wales and with DARD in NI.
- 3.60 The feed and food law regulatory services of local authorities are generally provided by Environmental Health or Trading Standards Departments. Authorised officers are typically Environmental Health Officers (EHOs), Trading Standards Officers (TSOs) and other technical officers.
- 3.61 Animal health and welfare services are generally provided by authorised animal health and welfare officers from local authority Trading Standards Departments. Some local authorities have arrangements for sharing these services with neighbouring authorities.
- 3.62 In NI a programme of rationalisation of local authorities is underway to achieve efficiencies through economies of scale. With effect from April 2015 local authority numbers will be reduced from 26 to 11 and the current statutory grouping of councils for the Environmental Health function will cease to exist. The new local authorities, which will operate in shadow format with effect from May 2014, will have the same responsibilities for delivery of official controls as at present.

²⁴ Public Health (Control of diseases) Act 1984, c 22.

²⁵ More information on APHA is available at: porthealthassociation.co.uk/

Accountability

- 3.63 Operational control of local and PHA regulatory services rests with senior authority officers. Overall policy, resource allocation strategy, and monitoring of service delivery rest within each authority with the elected members or councillors. They agree policies and priorities, taking account of statutory obligations, and officers of the authority are accountable to them.
- 3.64 A key mechanism by which the FSA influences official control activity by local and port health authorities is the Framework Agreement on Official Feed and Food Controls by Local Authorities, which sets out what the FSA expects from local authorities in their delivery of official controls on feed and food law. Local authority feed and food law regulatory services are required under the terms of the Framework Agreement with the FSA to draw up, document and implement a service delivery plan – details are at: food.gov.uk/enforcement/enforcework/frameagree/
- 3.65 Local authority regulatory services are funded partly through council tax, which is set and collected locally. In England and Wales, funding is also partly through a grant from central Government called the 'Revenue Support Grant'. In Scotland, local authorities receive most of their funding as a block grant from the Scottish Government and about 20% is raised through council tax. In NI, District Councils are funded through local taxation and by grants from the FSA. In addition, PHAs collect administrative charges in respect of checks on imported organic products, and those authorities with BIPs recover the costs of veterinary checks of imported POAO from the importer.
- 3.66 In England, a reduced amount of this funding is now included in the Revenue Support Grant. In Wales, direct funding by the Welsh Government has continued at a reduced level. This direct funding of local authorities was developed to cover the additional costs that were incurred to implement the requirements of the newly introduced legislation under the standing regime.

Operational information on competent authorities

Training

- 3.67 There are appropriate training and induction courses in place for all employees and contract staff with responsibility for official controls. Professional qualifications are required for entry to many official control jobs. Continuing professional development ensures that these employees and contract staff maintain their expertise. Training needs are identified by way of performance appraisal, business plans and audit results - or in response to introduction of new legislation or control systems. Training is recorded and training programmes are evaluated.

Conflict of interests

- 3.68 Competent authority employees, including contract staff, are required to declare any interests that conflict - or may be perceived by others to conflict -

directly or indirectly with their ability to discharge their duties in an honest and impartial manner. Under their conditions of service staff who own or have a commercial interest in a food business or own farmed livestock or other animals cannot undertake any official control inspection or testing of these activities. Staff are also required to follow the core values as set out in the Civil Service Code.²⁶

Record management and equipment

- 3.69 Official Controls and contract staff ensure that records are kept of all official controls and that equipment and facilities are appropriate for their control and that procedures are in place to ensure maintenance, storage and disposal of electronic and paper records in line with relevant legislation and good records management practice. Equipment and facilities are appropriate for their control activities.

Staff numbers

- 3.70 Staff numbers of competent authorities are set out in Appendix O.

Laboratories and Control Bodies

- 3.71 In carrying out their various functions, competent authorities are assisted by NRLs, official laboratories, and also by a number of independent third parties to which specific control tasks have been delegated (these are termed 'control bodies' under Regulation 882/2004).

NRLs

- 3.72 In order to provide technical and scientific support for the official controls framework, the European Commission has created a network of European Union Reference Laboratories (EURLs). The legal basis for the network is Regulation 882/2004. EURLs are appointed by the Commission.²⁷ Further information can be found at:
ec.europa.eu/food/food/controls/reference_laboratories/index_en.htm
ec.europa.eu/food/food/controls/reference_laboratories/eu_rls_for_feed_and_food_en.htm
ec.europa.eu/food/food/controls/reference_laboratories/eu_rls_for_animals_health_and_live_animals_en.htm
irmm.jrc.ec.europa.eu/
ec.europa.eu/food/food/chemicalsafety/residues/crl_en.htm

²⁶ Available at civilservice.gov.uk/wp-content/uploads/2011/09/civil-service-code-2010.pdf:

²⁷ The EURLs are listed in Commission Regulation (EC) 776/2006 amending Annex VII to Regulation (EC) 882/2004 of the European Parliament and of the Council as regards Community reference laboratories. Official Journal L 136, 24.5.2006, 3-8.

- 3.73 To complete the framework, each Member State is required to designate an NRL to correspond to each EURL, although the NRL does not have to be in the designating Member State. NRLs collaborate with the EURLs in their particular area of expertise and disseminate information provided by the EURL. NRLs are responsible for co-ordinating the activities of official laboratories and should, where appropriate, organise comparative tests between them. In addition, they provide scientific and technical assistance to the CCAs.
- 3.74 Details of the UK NRLs together with information on how the relevant CCA ensures that they meet the requirements are provided at Appendix L.

Official laboratories

- 3.75 Official laboratories are designated by the CCAs for the purpose of analysing samples taken during official controls. In the UK, accreditation of official laboratories is undertaken by the United Kingdom Accreditation Service (UKAS). More details of UKAS are available at: ukas.com/

Official feed and food laboratories

- 3.76 In the UK, official feed and food laboratories include Public and Agricultural Analyst Laboratories, Government and other microbiological laboratories that undertake work for local authorities. Government laboratories include those in the Public Health England (PHE)²⁸ and Public Health Wales (PHW)²⁹ network. Official laboratories must employ staff possessing qualifications which are defined by national legislation. In addition, Public Analysts must be formally appointed by a local authority. Laboratories that undertake work for the CCA and their agencies or Directorates, such as the CRD and the VMD, are also designated official laboratories. Details of Official Laboratories are at Appendix M.

Official animal health laboratories

- 3.77 Within the UK the official animal health laboratories include the AHVLA, SRUC³⁰, MS's Marine Laboratory, AFBI NI, Cefas, Fera and The Pirbright Institute (TPI). Other institutes, universities and private laboratories also provide a range of testing services to meet statutory and contractual requirements. Where non-governmental laboratories are utilised this is under the structure of sub contracted services. Laboratories providing official testing services will normally be accredited to an official testing standard with all laboratory staff being assessed as competent for the tests they perform. Laboratories that undertake work for the CCAs and their agencies or Directorates are also designated official laboratories.

²⁸ More information is available on PHE at:
gov.uk/government/organisations/public-health-england

²⁹ More information is available on PHW at: publichealthwales.wales.nhs.uk/

³⁰ formerly the Scottish Agricultural College

Plant health

- 3.78 There is no legislative requirement to designate official laboratories in the plant health sector. Government laboratories in England, Scotland and NI carry out work as required in diagnosis, research and consultancy.

Control bodies employed by the UK authorities

- 3.79 Although the competent authorities have overall responsibility for organising and carrying out official controls, they may, under the provisions of Regulation 882/2004, delegate control tasks to independent third parties or 'control bodies'.
- 3.80 In the UK the majority of control bodies employed by the competent authorities are:
- laboratories - see above
 - private bodies that collect samples for residue monitoring and surveillance programmes; certification of organic produce, verification of protected food names and verification of claims under RPA's 'Approved Beef Labelling Scheme'^{31,32,33}
 - commercial carrier companies approved by AHVLA to undertake basic checks required to ensure that animals entering the UK under the Pet Travel Scheme (PETS) comply with the law.
- 3.81 With regard to the plant health sector, Council Directive 2000/29/EC also permits the use of independent private bodies authorised by the NPPO to undertake control tasks. In the UK most tasks are undertaken by the official Plant Health Services within Defra and Devolved Administrations but certain functions in the forestry sector are carried out under contract, under official authorisation.
- 3.82 Arrangements are in place through contracts or Service Level Agreements between the competent authority and the control body to ensure conditions and standards of performance are met. Full details of the control bodies in the UK can be found at Appendix N.

³¹ Council Regulation (EC) No 834/2007 on organic production and labelling of organic products and repealing Regulation (EEC) No 2092/91. Official Journal L189, 20.7.2007, 1-23.

³² Council Regulation (EC) No 1151/2012 on agricultural products and foodstuffs as traditional specialities guaranteed. Official Journal L343/1, 14.12.2012, 1-.

³³ Council Regulation (EC) No 1151/2012 on the protection of geographical indications and designations of origin for agricultural products and foodstuffs. Official Journal L343/1, 14.12.2012, 1.

Chapter 4 – Working together – Co-ordination and co-operation

Co-ordination and co-operation in the feed and food sectors

- 4.1 In the UK, control authorities work together to safeguard public, animal and plant health, to promote animal welfare and protect consumers and co-ordinate their activities and co-operate with each other in order to ensure that there are no gaps in delivery.

FSA support mechanisms

- 4.2 The FSA provides central co-ordination of enforcement of feed and food safety legislation by local authorities in the UK.

Framework Agreement on Local authority Food Law Enforcement

- 4.3 The Framework Agreement on Official Feed and Food Controls by Local Authorities sets out what the FSA expects from local authorities in their delivery of official controls on feed and food law. The Agreement is referenced in Appendix K.

Food Law Codes of Practice and associated Practice Guidance

- 4.4 The Food Law Codes of Practice aim to ensure appropriate and consistent enforcement by setting out instructions and criteria to which local and port health authorities should have regard when engaged in the enforcement of food law. Separate but parallel Codes and associated Practice Guidance, have been developed for England, Scotland, Wales and NI. These Codes are the subject of a review programme, with the current version published in April 2014 and a further revision expected in October 2014. The Codes/Practice Guidance is available at: food.gov.uk/enforcement/enforcework/foodlawcop/

Feed Law Code of Practice and associated Practice Guidance

- 4.5 The requirements detailing how local authorities should organise official feed controls are set out in the Feed Law Code of Practice. The Feed Law Code of Practice and Practice Guidance, which applied in GB, were first published in December 2006. Practice Guidance for NI, which incorporates the content of the Code of Practice, was provided to the AFIB of DARD, which enforces all feed legislation in NI.
- 4.6 The Feed Law Code of Practice and Practice Guidance documents were reviewed and reissued in May 2014 for England and Wales. The new Code includes the principle of 'earned recognition' for feed business operators who are broadly compliant with EU requirements and takes account of their 'own checks' as outlined in Article 3(1) of Regulation 882/2004. Earned recognition for these businesses, which include members of certain 'approved assurance schemes', takes the form of reduced frequencies of inspection.

- 4.7 The Feed Code will be reviewed separately in Scotland once its new food standards authority is in place during 2015. In the meantime feed controls in Scotland will continue to be directed by the original Code of Practice and Practice Guidance. In NI DARD will incorporate changes to their Practice Guidance in parallel to the changes made to the revised Code of Practice in England and Wales. All the Codes and Practice Guidance are available at: food.gov.uk/enforcement/enforcework/feedlawcop/

Food hygiene controls from farm to fork

- 4.8 Co-ordination and co-operation between the different authorities involved in enforcement of food hygiene legislation is achieved mainly through regular contacts between enforcement officers through shared conferences and Food Liaison Group (FLG) meetings.
- 4.9 The current arrangement for primary production food hygiene enforcement in Scotland is through coordination of both SG RPID staff (whilst undertaking cross-compliance inspections at a level of 1% and local authority enforcement staff by FSA in Scotland. The aim of this regime is to reduce unnecessary additional hygiene visits to farms in line with specific aims of Scottish Government “Scotland’s Environmental and Rural Services” (SEARS) project.³⁴

Feed controls

- 4.10 The FSA provides local authorities with National Enforcement Priorities, on an annual basis, to provide intelligence to assist local authorities in targeting their feed control activities. These are based on the results of enforcement activity from the previous year and include the Rapid Alert System for Food and Feed (RASFF) and feed incident alerts, results of feed sample analyses and changes to animal feed legislation. This document, together with the inspection risk-rating scheme in the Feed Law Code of Practice, forms the basis on which new funding arrangements via the National Trading Standards Board (NTSB) have been made available on a regional basis in England. These new arrangements are expected to encourage closer co-operation between local authorities and better co-ordination. The National Enforcement Priorities for 2014/15 (parallel guidance was issued for local authorities in Scotland, Wales and NI) are available at: multimedia.food.gov.uk/multimedia/pdfs/enforcement/enf-e-14-008a.pdf

³⁴ SEARS aims to reduce the number of on-farm visits by different regulatory bodies by providing a single delivery service.

Food Hygiene Rating Scheme (FHRS) & Food Hygiene Information Scheme (FHIS)

- 4.11 The FHRS for England, Wales and NI and the FHIS for Scotland are FSA/local authority partnership initiatives designed to improve public health through behaviour change³⁵. The schemes allow consumers to make informed choices about the places where they eat out or shop for food by providing them with information about the standards of hygiene found at the time of intervention by local authority food safety officers. The schemes recognise those businesses that meet legal requirements on food hygiene and incentivise others to improve standards. The aim is to reduce incidence of food-borne illness and costs to the economy. FHRS ratings and FHIS inspection results are published on the FSA website and available via phone apps. Businesses in England, NI and Scotland are encouraged, but not currently required, to display ratings at their premises. In Wales, following the introduction of new legislation in November 2013, it is compulsory for businesses to display their rating where consumers can easily see it. Details of the schemes may be found at: food.gov.uk/policy-advice/hygieneratings/.
- 4.12 Local authorities operating the FHRS follow 'Brand Standard' guidance which aims to ensure consistency in operation of the scheme (similar guidance has been produced for the FHIS. This is available at: food.gov.uk/enforcement/enfcomm/fhrssteeringgroup/hygieneratingsguidance/

Reviews of the Delivery of Official Food and Feed Controls

- 4.13 As part of the FSA's commitment to ensure that regulation is effective, risk-based and proportionate, a review of the delivery of official controls in the UK was agreed by the FSA Board in January 2011, to evaluate the effectiveness of port health and local authority controls. The review was commissioned due to concerns about resource pressures and inconsistency of the application of official controls across the UK.
- 4.14 The findings indicated that, whilst the system was likely to remain under pressure from reduced funding for the foreseeable future, local authorities were continuing to deliver the service. The FSA Board discussed the findings and agreed to close down the review in its current form. Based on the findings, work to strengthen support to port health and local authorities is a key strategic priority for the FSA. Critical to this will be to ensure that interventions are risk-based and proportionate and that regard is had to all available and reliable information in assessing the need for and frequency of interventions. For example, this may lead to more intelligence-based interventions, greater recognition of third party assurance arrangements for validating business compliance, and increased joint working of local enforcement bodies, such as through the Primary Authority scheme, which

³⁵ All local authorities in Wales and NI and all except one in England are running or committing to adopting the FHRS by summer 2014. All local authorities in Scotland will have launched the FHIS by July 2014.

provides for businesses to form a statutory partnership with one local authority. This then provides robust and reliable advice for other local authorities to take into account when planning and undertaking their interventions.

- 4.15 Following a review of official controls on feed during 2012, the FSA introduced from 2014/15 a new system for supporting the delivery of official controls. This includes working through the NTSB to allocate funding on a regional basis to ensure that funding is better targeted in line with national and local priorities whilst encouraging the sharing of expertise to improve quality of controls. This new way of organising the delivery of feed controls is being considered by FSA Scotland and FSA Wales as they look to improve their models of delivery. No changes were made to the current delivery model in NI where DARD is responsible for all feed controls. More information concerning the various national groups which are in place to facilitate the co-ordination and co-operation of feed controls can be found at paragraph 4.33 below.

Incidents

Rapid Alert System for Food and Feed (RASFF) and FSA Food Alerts

- 4.16 FSA Incidents Branch is the UK contact point for RASFF notifications. The RASFF system provides control authorities in the Member States with an effective tool for exchange of information on measures taken to ensure food safety. More information on RASFF can be found at: ec.europa.eu/food/food/rapidalert/index_en.htm
- 4.17 Food Alerts allow the FSA to inform local authorities and consumers about problems associated with feed and food and, in some cases, provide details of specific action to be taken.
- 4.18 The different categories of alerts and information notices issued are as follows:
- Food Alerts for Action are issued when an incident requires enforcement action from local authorities.
 - Product Withdrawal Information Notices and Product Recall Information Notices bring an incident to the attention of local authorities.
 - Allergy Alerts are issued when foods have to be withdrawn or recalled and there is a risk to consumers, because the label is missing or incorrect or there is a risk of severe allergic response.
- 4.19 More information is available at: food.gov.uk/enforcement/alerts/

Horse meat incident

- 4.20 In January 2013 the Food Safety Authority of Ireland published its study examining the authenticity of a number of beef burger and other processed beef products that revealed some products contained horse and pig Deoxyribonucleic Acid (DNA).

- 4.21 This incident was of particular importance because it showed widespread mislabelling and fraud. It attracted very considerable attention from the EU and the press. In response to this incident the FSA set out a 4-point action plan, working closely with other Government departments including Defra, Devolved Administrations, Local Authorities, the police and their counterparts across Europe. In addition to investigating the incidents of gross adulteration which came to light in the Irish study and subsequently, the action plan included a robust UK-based survey to establish how widespread this issue was in UK retail and catered processed beef products. To date, overall sampling results from both industry and Local authority testing programmes confirm that the contamination and adulteration of beef products with horse or pork meat, has been limited to a relatively small number of products – around 1% of those sampled.
- 4.22 The FSA continues to work closely with the European Commission and other Member States to share information via the RASFF. The Commission has drawn up its own action plan including specific measures on the following:
- Fighting food fraud
 - Testing programme
 - Horse passports
 - Official controls
 - Origin labelling
- 4.23 The UK departmental lead on these issues is shared by the FSA and Defra, and the two departments continue to work closely together.
- 4.24 The FSA has discussed with industry the future arrangements for sharing and reporting industry data on testing and assurance. The FSA will publish reports quarterly with the most recent collated data published in January 2014. The FSA is also encouraging industry to share its intelligence related to controls and issues in the food chain.
- 4.25 The FSA commissioned an independent review of its response to this incident which can be found at:
food.gov.uk/news-updates/news/2013/jul/horse-review
- 4.26 In December 2013 the Elliot Review Interim Report into the integrity and assurance of food supply networks was published. The FSA's response to the publication and copy of the Elliot Review Interim Report can be found at:
food.gov.uk/news-updates/news/2013/dec/elliott-review

Powers of intervention

- 4.27 Where local authorities are found to be failing to discharge their functions adequately or failing to meet their statutory obligations to apply the law, the FSA may consider using powers of direction and default contained in the Food Standards Act 1999, the Food Safety Act 1990 and the Food Safety (Northern Ireland) Order 1991, and also in secondary legislation on food hygiene and on official feed and food controls applying in each of the four UK countries. To date, these powers have not been exercised, as informal approaches have been effective in improving local authority service delivery where necessary.

Working with DARD AFIB – Dairy Hygiene

- 4.28 In NI, food hygiene at milk production holdings is enforced by DARD AFIB (in Scotland, this role is fulfilled by local authorities). A Service Level Agreement (SLA), which includes performance targets that are monitored and audited by the FSA, is in place.
- 4.29 Detailed information on the structure and organisation of DARD and on the control activities that it carries out is provided at [Appendix C](#).

Working with the AHVLA and the Scottish Government's Rural Payments and Inspections Directorate (SG RPID) – Egg Marketing

- 4.30 AHVLA acts on behalf of the FSA in England and Wales in respect of on-farm enforcement of food hygiene legislation at egg production Units. In Scotland, this function is delivered by SG RPID and in NI by DARD AFIB. The terms and conditions are set out in SLAs which are reviewed annually. The FSA is developing plans to audit performance. SG RPID has been audited in 2012.
- 4.31 Detailed information on the structure and organisation of the AHVLA and SG RPID and their control activities with regard to egg marketing can be found at [Appendix D](#). DARD AFIB is covered in [Appendix C](#).

Designation and classification and monitoring of shellfish harvesting areas – FSA and Local Authorities

- 4.32 The FSA is responsible for establishing the UK monitoring programmes for shellfish harvesting areas as required under EU legislation on food hygiene.

Control activities

- 4.33 Shellfish harvesting areas must be classified and monitored on a regular basis in relation to the specified levels of microbiological contamination of the flesh of the shellfish. It is also a requirement to monitor classified production areas for specified marine biotoxins on a regular basis in accordance with specified risk assessment and chemical contaminants. Sampling for these programmes is carried out by local authorities responsible for the area in which the shellfish bed is located, apart from in three areas of Scotland where the FSA carries

this out and three other areas where sampling is carried out by a private contractor. In four production areas in NI a private sampling contractor and a cross-border agency carry out the sampling. Designated laboratories, under a UK-wide MoU, carry out the specified testing and analysis of the samples and report the results to the FSA. The FSA is directly responsible for decisions in relation to the classification of shellfish harvesting areas, and when samples for marine biotoxins are found to be above the maximum permitted levels, the FSA advises the local authority on the action to be taken.

Groups facilitating co-ordination and co-operation

4.34 The FSA has also set up a number of groups with key stakeholders to facilitate co-ordination and co-operation. These include:

- Animal Feed Law Enforcement Liaison Group (AFLELG) – This Group discusses animal feed law and related matters, identifies common problems and agrees a co-ordinated approach to feed law enforcement. Membership of the Group comprises representatives from all the competent authorities with responsibility for feed law enforcement in the UK, as well as local authority representatives. Detailed information on the Group is available at: food.gov.uk/enforcement/enfcomm/aflelg/
- National Agriculture Panel (NAP) – This national group of feed enforcement experts is chaired by a Lead Feed Officer from a local authority and has representatives from each of the regions of England, Scotland, Wales and NI. The group provides technical and operational policy support to local authorities.
- National Animal Feed Ports Panel – This group forms a similar function to that of NAP but is focused on controls at points of entry.
- Feed Governance Group – This Group's role is to co-ordinate the distribution of funding for feed controls via the NTSB to local authorities in England
- Food Hygiene Ratings Steering Group – This UK wide Group advises the Agency on the implementation and operation of FHRS/FHIS and helps achieve consistency of approach. Membership includes representatives for industry, consumers and local authorities as well as LGA, BRDO and Agency officials. Further details of the Group can be found at: food.gov.uk/enforcement/enfcomm/fhrssteeringgroup/
- Primary Production Enforcement Working Group – This has been established in Scotland and members include local authorities, SG RPID, National Farmers Union (NFU) Scotland and FSA in Scotland. The setting of inspection frequencies has been based on a 3-year pilot run by the Agency comparing compliance levels between assured and non-assured premises at primary production level, excluding dairies. The results showed high levels of compliance regardless of membership of assurance schemes. The setting of inspection frequencies has been based on these results.
- Scottish Food Enforcement Liaison Committee – This is a non-statutory advisory Committee formed under the auspices of the FSA. It provides a

forum for the Agency in Scotland to maintain and develop links with key stakeholders.

- FSA in Wales/Food Safety Technical Panel - The forum is used for discussion of all aspects of food safety management and strategy. The membership includes representatives from each of the Welsh FLGs and FSA in Wales.
- NI Approvals Forum - This forum has been set up to ensure collaboration between enforcement authorities across areas relating to milk and eggs, fish and shellfish and meat. Membership comprises representatives from the enforcement authorities in NI, including district councils, Veterinary Service – Veterinary Public Health Programme (VS-VPHP) and DARD AFIB.

4.35 The FSA provides and supports a range of other activities aimed at further developing the co-ordination and co-operation of local authority official control activities. These include:

- Dedicated enforcement portal on FSA website – This provides a single point of access to enforcement-related information, to which all enforcement practitioners have access.
- Enforcement training - This is designed to provide help for officers to develop their knowledge through training tools, professional courses and funding for local authority-led work. More information on the scheme can be found at: food.gov.uk/enforcement/enforcetrainfund/
- Training for on-farm hygiene enforcement - A training package to cover the additional requirements for on-farm enforcement of the hygiene legislation has been developed. In Scotland, on-farm hygiene enforcement training is delivered annually.
- Shellfish hygiene training seminar for sampling officers – This provides specific training to authorised officers involved in sampling shellfish from classified production areas for biotoxin and microbiological monitoring purposes.
- Training for feed law enforcers - The FSA's Standards Branch produces a programme of annual training courses delivered to local authorities and DARD AFIB. The training programme can be found at: www.food.gov.uk/enforcement/enforcetrainfund/enforcertraining/ This training is also being supplemented by a series of e-learning packages which are currently being developed.
- Guidance material - As well as the Practice Guidance that has been developed for local authorities, other guidance material is regularly issued by the FSA for officers and food businesses on a range of topics, often as a result of new regulations coming into force. These are available through the FSA website at the following links:
food.gov.uk/business-industry/guidancenotes/
food.gov.uk/business-industry/farmingfood/animalfeed/animalfeedlegislation
food.gov.uk/business-industry/guidancenotes/
food.gov.uk/business-industry/farmingfood/animalfeed/animalfeedlegislation
- Safer Food, Better Business (SFBB) – This is an innovative and practical approach to food safety management. SFBB helps small businesses with

food safety management procedures and food hygiene regulations. A number of SFBB packs that are designed to meet the specific needs of different food businesses are available and these can be found at:

food.gov.uk/sfbb

- Good Hygiene Practice (GHP) Guides - These are currently available to order from the Stationery Office (tsoshop.co.uk). The guides cover: retail; wholesale distributors; flour milling; vending and dispensing; bottled water; sandwich manufacturers; sandwich bars and similar outlets; whitefish processors and spirit drinks. A list with available guides can be accessed through the FSA website at the following link: food.gov.uk/about-us/publications/industrypublications/industry-guides/
- Grants and expertise - The FSA gives grants and provides expertise for specific and targeted enforcement activities and the application of new legislation and initiatives, such as assistance for local authorities investigating food fraud, and for the promotion of food safety management systems based on Hazard Analysis Critical Control Point (HACCP) principles. Grant funding also includes support for local authority sampling as part of the National co-ordinated Food Sampling Programme.
- Food Fraud – the FSA maintains a central UK food fraud database and provides fraud intelligence, additional expertise, resources and training to support local food fraud investigation and enforcement.
- UK Food Surveillance System (UKFSS) - This database stores food and feed control sampling data as part of enforcement activities undertaken by local authorities, and DARD in NI for feed across the UK. The system is in use across Scotland and NI and is currently being rolled out to local authorities in England and Wales. The system holds chemical and microbiological sampling data for food and animal feed. Data stored can be used by enforcement authorities and the FSA to provide evidence to inform risk-based sampling, to allow early identification of trends in food hazards and to provide a mechanism for reporting local authority data to the FSA and the EU. It also provides the FSA and enforcement authorities with a means of co-ordinating sampling across authorities.
- FSA presence in the Regions - As part of the FSA's work to strengthen links with local and regional organisations, the Agency has a Regional Unit working across nine English regions. There are four teams of two officers (plus an extra officer for the East, South East and London) covering the regions as follows:
 - East of England, South East and London
 - East Midlands and Yorkshire & the Humber
 - North East and North West
 - South West and West Midlands.

The regional officers work closely with local authority food law enforcement officers and other relevant organisations to support delivery of key Agency priorities on food and feed safety, and consumer protection.

- MyHACCP – The FSA has developed a free online web tool to support small food manufacturing businesses to develop their HACCP based food safety management system. MyHACCP takes users through a step-by-step process to identify food safety hazards and controls for their product. MyHACCP can be accessed at food.gov.uk/myhaccp

Co-operation and co-ordination for official controls of imported and exported feed and food

- 4.36 The principal central authorities involved in imported feed and food controls are the FSA, Defra and the Agriculture/Rural Affairs Departments in the Devolved Administrations, HMRC³⁶ and the United Kingdom Border Force (UKBF)³⁷. There is regular liaison between these authorities at the twice yearly formal meetings between the FSA, Defra, HMRC, UKBF, Fera and AHVLA. In addition, ad hoc meetings are held to discuss specific issues and there is routine communication between the Departments on day to day work issues. With regard to feed, these agencies also meet with other enforcement agencies twice a year at AFLELG.
- 4.37 There is also close liaison between these central Government Departments and the local and port health authorities that are involved in carrying out controls. This is facilitated through the enforcement representative bodies, APHA³⁸ for example via its Imported Food and Feed, and BIP Technical Committees, and the LGA, and through routine meetings with representatives from the major ports where food and feed is entering into the UK.
- 4.38 In addition to the above, the FSA has developed or participated with partners to deliver the following initiatives:
- Inland enforcement of Imported Food and Feed Controls Resource Pack - This provides practical guidance and advice on the approach to be taken to enforcement and is intended to be a training aid for inland enforcement practitioners. More information is available at: food.gov.uk/foodindustry/imports/enforce_authorities/resourcepack
 - Imported food training courses - A range of imported food training courses for inland and port health authorities is provided, covering enforcement of imported food controls and sampling and analysis of imported food. In addition to this, an on-line training package is provided.
 - Training of BIP staff – This is organised by AHVLA.
 - Guidance and Regulatory Advice on Import Legislation (GRAIL) - This is an electronic database of all legislation, import conditions and guidance relating to imported foods of non-animal origin, fishery products and bivalve molluscs. It enables enforcement practitioners at UK ports to search for legislative requirements based on specific criteria.
 - Dedicated homepage for imported food - This is a comprehensive source of information on imported food controls. It includes details of a dedicated Helpline which provides a first point of contact for advice on imported food control issues. The link to the dedicated website section is: food.gov.uk/business-industry/imports.

³⁶ HMRC does not currently have a role in NI in relation to illegal imports of food. DARD performs the equivalent role.

³⁷ More information about UKBF is available at: gov.uk/government/organisations/border-force

³⁸ More information on APHA is available at: porthealthassociation.co.uk/

Guidance and resources for PHAs (imports) can be found at food.gov.uk/foodindustry/imports/enforce_authorities/

Guidance on imported food regulations can be found at:

food.gov.uk/foodindustry/imports/enforce_authorities/importsbooklet

- **National Animal Feed Ports Panel** – This is a sub-group of AFLELG (see para 4.34 above). The membership comprises those enforcement agencies with particular responsibility for official controls at points of entry. The Panel's remit includes discussion of practical issues relating to import controls on feeding stuffs from third countries.

- 4.39 Information about the roles of Defra and the FSA with regard to exported food is at:

webarchive.nationalarchives.gov.uk/20130123162956/http://www.defra.gov.uk/animal-trade/exports-non-eu/ and food.gov.uk/business-industry/exports/

For details of AHVLA's role with regard to export health certificates, see [Appendix D](#).

Transmissible Spongiform Encephalopathy (TSE) controls

- 4.40 Responsibility for the enforcement of TSE controls is divided between the FSA, AHVLA and local authorities in GB, and DARD in NI. Regular and *ad hoc* meetings take place between these bodies and with the FSA and the Agriculture/Rural Affairs Departments to discuss relevant issues and develop best practice in respect of TSE controls. A system has also been put in place to enhance communication between the local authorities, AHVLA and the BCMS³⁹ on animal identification issues, which includes established procedures for the exchange of information and scheduled meetings.

Monitoring of zoonoses and zoonotic agents

- 4.41 This monitoring involves collaboration between the FSA, Defra, the Department of Health (and their supporting agencies) and the equivalent Departments in the Devolved Administrations. This collaboration is facilitated through the UK Zoonoses Animal Diseases and Infections Group. The Group is intended to help develop a more cohesive, comprehensive and joint approach to the understanding and control of zoonotic diseases in the UK. Detailed information about this Group is available at: gov.uk/government/groups/uk-zoonoses-animal-diseases-and-infections-group
- 4.42 Regulation (EC) No. 2160/2003 requires Member States to take effective measures to detect and control Salmonellas of public health significance in specified animal species at all relevant stages of production. These measures are implemented in the UK via the following Programmes:
- The National Control Programme for Salmonella in Breeders⁴⁰

³⁹ More information on the BCMS is available at: defra.gov.uk/wps/portal/ctso
⁴⁰ gov.uk/government/publications/the-uk-national-control-programme-for-salmonella-in-breeding-flocks-gallus-gallus

- The National Control Programme for Salmonella in Layers⁴¹
- The National Control Programme for Salmonella in Broilers⁴²
- The National Control Programme for Salmonella in Turkeys⁴³.

Specific Risk Material (SRM) and Animal By-Products (ABP)

- 4.43 The FSA has responsibility for implementation and enforcement of the controls on SRM. SRM is the parts of cattle, sheep and goats most likely to contain Bovine Spongiform Encephalopathy (BSE) infectivity. SRM must be removed from the carcase of the animal, stained and disposed of as a category 1 ABP. Defra has responsibility in England for ABP and similar responsibilities are allocated to Welsh Government, Scottish Government and DARD in the Devolved Administrations. Defra has overall responsibility for the application of the regulation on ABP and provides advice to AHVLA on matters of policy, Defra approves ABP premises and maintains a central register of approved premises.
- 4.44 Further details on SRM and ABP can be found in the CP at the following link: ec.europa.eu/food/fvo/follow_up_en.cfm?co_id=GB

Local Government Association (LGA)

- 4.45 The LGA works with Local Councils to support, promote and improve local Government, as well as to influence and lobby central Government. It is a cross-party, politically-led membership organisation and provides support to officers and councillors alike. In total, 412 local authorities are members of the LGA for 2012/13. These include English local councils, Welsh councils via the Welsh LGA, and fire, national park, passenger transport and police authorities.
- 4.46 The LGA has a “knowledge hub” which is a professional social networking tool. It exists to facilitate discussion, sharing of ideas and problem resolution in a secure environment for all people in local government. It is a key dissemination and engagement tool for national departments and regulators, as well as offering specialist officers a chance to come together and respond to national initiatives.

Regional and National Focus Groups for feed and food

- 4.47 Local authorities are required to belong to Feed and Food Safety Liaison Groups made up of neighbouring local authorities with feed and food regulatory responsibilities. These groups offer local authority officers an

⁴¹ gov.uk/government/publications/the-uk-national-control-programme-for-salmonella-in-layers-gallus-gallus

⁴² gov.uk/government/publications/the-uk-national-control-programme-for-salmonella-in-chickens-gallus-gallus-reared-for-meat-broilers

⁴³ gov.uk/government/publications/the-uk-national-control-programme-for-salmonella-in-turkeys

opportunity to discuss cross-border issues and enforcement needs. FSA Regional Team members regularly attend Food Safety Liaison Group meetings. These are in turn supported by a system of regional groups which can cascade upwards issues of national importance to the LGA or the FSA. The FSA and LGA may also approach the regional or local groups to provide frontline intelligence, develop specialist guidance or offer bespoke training support. The FSA supports the national Food Hygiene Focus Group and the Food Standards and Labelling Focus Group, which are opportunities for local authorities to discuss and input to FSA policy development.

- 4.48 The FSA has also established a series of Regional Food Leads meetings at which representatives of Local authority FLGs can raise issues with the FSA and have the opportunity to discuss these in detail. Annual FSA Update events are held in each of the English regions to highlight topical issues and provide local authorities with an opportunity to network and share good practice. Co-ordination of food standards sampling work across local and national regulators is supported by a joint FSA/LGA Food Standards Sampling Co-ordination Working Group, and this promotes focused sampling programmes. Membership of the Group includes Local Authority food standards, food hygiene and port health enforcement officials, Public Analysts and representatives of the LGA and the FSA. A similar group, the National Agriculture panel, addresses issues relating to animal feed.

Primary Authority Scheme and the Home Authority Principle

- 4.49 The Primary Authority Scheme and Home Authority Principle help local authorities work together with businesses to provide consistent and co-ordinated trading standards and food enforcement services, particularly across geographical authority boundaries. Both the Primary Authority Scheme and Home Authority Principle are endorsed by the FSA and reflected in the statutory Food Law and Feed Law Codes of Practice which the FSA has established and to which local authorities must have regard.

Primary Authority Scheme

- 4.50 An authority and a business can establish a Primary Authority partnership, under the terms of the Regulatory Enforcement and Sanctions Act 2008, and any Orders under that Act.⁴⁴ A business operating across council boundaries can form a primary authority partnership with a single local authority in relation to regulatory compliance. The Primary Authority can issue assured inspection plans and assured advice to partner businesses and they must be respected by other regulating authorities. The Primary Authority Scheme has recently been extended to include trade associations, allowing their members who are mainly small to medium enterprises, to benefit from a central relationship with a primary authority. Further information on the primary authority scheme is available at: bis.gov.uk/brdo/primary-authority.

⁴⁴ The Primary Authority Scheme applies voluntarily in NI.

Home Authority Principle

- 4.51 Some businesses will build up a non-statutory relationship with the local authority where they are based or, in the case of multiple site businesses, where their head office is based, for the provision of advice and information in relation to trading standards and food safety matters. That authority is referred to as the *Home Authority* i.e. the local authority where the relevant decision-making base of a business is located. The Home Authority Principle is a voluntary scheme though its intentions are underpinned by the requirements of the Regulators Code to promote efficient and effective approaches to regulatory inspection and enforcement.

Memoranda of understanding on feed law enforcement

- 4.52 With regard to feed law enforcement there are separate MoUs between local authorities and the VMD, and local authorities and the AHVLA, and between the VMD and the AHVLA. These are designed to facilitate co-ordination of the delivery of official feed controls and can be found at: food.gov.uk/enforcement/enfcomm/aflelg/aflelgmembertor

Statutory regional groups in NI

- 4.53 In NI, there is a statutory system whereby smaller district councils are arranged into four regional groups. The role of the groups includes qualitative monitoring of the performance of councils and providing technical advice and support across environmental health functions.

Veterinary medicines residues monitoring

- 4.54 To ensure the smooth running of the veterinary medicines residues monitoring programme, the VMD holds a planning meeting every September to consider the scope of the residues surveillance programme for the coming year, using intelligence from various sources. This involves officials from the FSA, AHVLA, the NRLs and representatives of the independent Veterinary Residues Committee (VRC)⁴⁵ which oversee the UK residue surveillance work. In addition, the VMD has quarterly meetings with the main authorities and control bodies to discuss progress on the plan and issues related to residues surveillance. It also meets officials from the NRLs and the FSA four times a year, when the VRC considers the overall progress on the plan.
- 4.55 In NI, representatives of the analytical services, Food Policy Branch of DARD and FSA meet monthly to discuss progress with the plan and residues related issues. Quarterly reports on overall performance against the plan are provided to the VMD's Director of Operation Division.

⁴⁵ More information on the VRC is available at vmd.defra.gov.uk/vrc/

Pesticide residues monitoring

- 4.56 For pesticide residues, exchange of information takes place with other parts of the HSE, the FSA, the RPA, the Environment Agency (EA)⁴⁶ and local authorities where required.
- 4.57 In addition, CRD organises quarterly meetings of the Expert Committee on Pesticides Residues in food (PRiF)⁴⁷ which is made up of independent experts and advises Defra on the UK monitoring programme. Officials nominated by Defra, DARD and SG AFRC, together with officials from the CRD and the FSA, also attend these meetings. The draft proposals for the forward plan are published on the HSE website to enable comments from stakeholders to be considered as part of this process. Each year PRiF, CRD and the FSA consider the programme for the following years taking into account stakeholder comments.

Co-ordination and co-operation in the animal health and welfare sectors

Animal Health and Welfare Framework⁴⁸

- 4.58 Most local authorities with responsibility for animal health and welfare in England and Wales are participating in an Animal Health and Welfare Framework for the delivery of animal health services. This Framework is intended to provide the basis of working partnership between local authorities and AHVLA to ensure effective, accountable, consistent and coordinated delivery of animal health and welfare services throughout England and Wales. It is designed to support a risk based approach to enforcement with agreed priorities in order to utilise resources effectively. The AHVLA provides veterinary input in the Framework and, where appropriate, comments on the local authority Service Delivery Plan⁴⁹ for the animal health and welfare functions. The AHVLA Regional Operational Directors (RODs), Operations Director Wales and Operations Director Scotland hold liaison meetings with representatives of local authorities to agree local priorities taking account of local authority knowledge and intelligence. The Welsh Government will consider each local authority's Priority Action Plan with veterinary input from AHVLA.
- 4.59 The Framework helps local authorities to understand key national priorities, but also provide the essential flexibility for them to respond to the unique needs of their individual farming communities. Priorities at a national level are

⁴⁶ More information on the EA is available at: environment-agency.gov.uk/

⁴⁷ More information on the PRiF is available at pesticides.gov.uk/prc_home.asp

⁴⁹ More information is available at:
gov.uk/government/uploads/system/uploads/attachment_data/file/255065/pb140_37-ahaw-framework-2014-2015.pdf

⁴⁹ Priority Action Plan in Wales

focused on contingency planning, risk assessment, intelligence sharing and changing the behaviour of non-compliant businesses.

- 4.60 In Scotland an Animal Health and Welfare Framework for the delivery of animal health services has been developed and trialled. Currently all Local Authorities are being encouraged to participate.

Working with FSA Operations

- 4.61 In addition to food safety controls, the FSA's responsibilities for official controls in approved meat premises in GB include those relating to the health and welfare of animals at slaughter.
- 4.62 Defra, the SG AFRC and the WG SF have a joint SLA with the FSA. Details of the control activities that the FSA undertakes in relation to national and EU animal health and welfare rules are detailed in the Annexes to the SLA. These include: welfare inspection of live animals; animal identification, detecting disease during ante and post-mortem inspections; sampling, and enforcing rules on cleansing and disinfection of vehicles at slaughterhouses and licensing designated slaughterhouses. Reports on these activities are made to the central Departments and to other interested bodies such as AHVLA and the relevant local authority. The SLA with the FSA is reviewed annually and where necessary the Annexes amended to reflect the current work programmes. Any variations or additional work during the year are negotiated at the time.

Working with local authorities

- 4.63 The Framework Agreement recognises the important partnership between Defra, the Welsh Government, AHVLA and local authorities.
- 4.64 As part of the Framework AHVLA manages a Defra-owned web-based secure enforcement database - the Animal Health & Welfare Management & Enforcement System (AMES). This facilitates local authorities to enter information in relation to their respective enforcement activities and provides management information at a local, regional and national level.

Regional meetings and National Animal Health and Welfare Panel

- 4.65 Local authorities with responsibility for animal health and welfare enforcement attend quarterly regional meetings to discuss common concerns, emerging trends, and national requirements. Each region is structured to encourage regular communications. Each regional group is represented on a National Animal Health and Welfare Panel. This Panel produces guidance aimed at generating consistent enforcement, discusses strategic issues, and provides technical expertise. Representatives of delivery partners are often invited to participate in both national and regional meetings to promote transparency and partnership working.

Other mechanisms

CVO meetings

- 4.66 Co-ordination meetings on technical animal health and welfare issues are held on a monthly basis involving Defra, the Scottish Government, the Welsh Government and DARD and other Government Departments at CVO level. These meetings provide a strategic overview of animal health and welfare issues at the domestic and EU/international level with the aim of:
- exchanging views on current animal health and welfare issues and longer term initiatives across the four administrations.
 - gaining a shared understanding of key EU/international negotiations and how they may impact on each administration, and agreeing a common UK position.
 - formally considering risks identified by the Veterinary Risk Group (VRG) that threaten the UK's animal disease control status and discussing and agreeing appropriate mitigating actions. .

The Veterinary Risk Group (VRG)

- 4.67 The VRG was established in response to the Anderson Review⁵⁰ (Lessons Learned from the Foot and Mouth Disease outbreak in 2007) which recommended that government should establish a standardised and systematic process for identifying, assessing, characterising, prioritising and escalating unexpected animal-related threats. The VRG meets on a monthly basis to consider threats raised across government's remit, and provides transparent, auditable technical advice on options for risk management to inform decision making. The VRG is a cross-directorate and cross-administration UK-level body which reports to the four UK Chief Veterinary Officers.

The Animal Health and Welfare Board for England⁵¹

- 4.68 The Animal Health and Welfare Board for England is the principal source of departmental advice to Defra ministers on strategic health and welfare matters relating to kept animals in England. The Board's role is to set the strategic policy framework, using it as the basis for day-to-day advice to ministers and day-to-day operational actions.
- 4.69 The board's responsibilities include:
- developing and implementing animal health and welfare policy and ensuring value for money

⁵⁰ archive.defra.gov.uk/foodfarm/farmanimal/diseases/atoz/fmd/documents/anderson-090203.pdf

⁵¹ gov.uk/government/groups/animal-health-and-welfare-board-for-england-ahwbe

- assessing of the risk of threats from animal disease and what the surveillance and research priorities should be
- monitoring the regulatory framework
- approving the operational plans of the AHVLA and other bodies
- reviewing contingency plans for dealing with new disease outbreaks

Smarter Rules for Safer Food Package UK Executive Steering Group

4.70 Following publication of the Smarter Rules for Safer Food package of proposals (five inter-connected proposals on official controls, animal health, plant health, plant reproductive material and expenditure measures in support of the package) in May 2013, a UK Executive Steering Group was established to help guide EU negotiations to achieve desired UK outcomes across the package. The complexity of the package and the range of different interests make close cross departmental co-ordination at senior level essential to ensure UK objectives across the package are presented consistently and secured in different negotiations. The Steering Group therefore involves senior representation from Defra, Devolved Administrations and the FSA and its responsibilities include setting direction for and owning package goals and plans to deliver them, owning and mitigating top package levels risks and issue and engaging senior officials in other government departments on specific issues and with Ministers as appropriate.

Coordinating work on biosecurity across Defra and its agencies

- 4.71 Biosecurity risks arise from various activities – for example from importing commodities and live animals, through movement of passengers, or risks can occur naturally. Defra assesses and manages the risks posed by over a thousand pests, diseases and invasive non-native species. These risks are constantly evolving as risk pathways change, whether due to climate change, trade patterns or other factors. While Defra recognise that biosecurity risks can never be eliminated completely, evidence-informed, proportionate, risk-based measures can help mitigate and manage these risks. Outbreaks of animal, aquatic, plant disease, or incursions of invasive non-native species, can have a significant impact in the UK. For example, since 2000, the costs of exotic notifiable animal disease outbreaks have ranged from £2 million to £3 billion. The current estimate of the annual cost of invasive non-native species to the UK economy is £1.7 billion, from decreased yields as well as the costs of dealing with pests and diseases, and research. Action to mitigate these impacts, by Government, industry, the voluntary sector and the public, can be an important factor in reducing impacts – only through working together the UK can be properly protected from the threats.
- 4.72 Defra are currently assessing approaches to the risks and issues related to biosecurity, covering animal (including bees), plant, and aquatic animal health, and invasive non-native species, across the continuum of activities on biosecurity – pre-border, at the border and within the UK. Further information on Defra's assessment of biosecurity and risks will be published later in 2014

Aquatic animal health co-ordination

4.73 A number of mechanisms are in place:

- Annual Stakeholder Meeting - This provides a forum for discussion of major policy issues (including contingency planning) and liaison between Defra and the other Agriculture/Rural Affairs Departments, the NRLs, other interested bodies, and the industry.
- NRL meetings - These enable Inspectorate and Diagnostic Services staff to liaise in respect of inspection and control programmes, the development of contingency planning and the consistent application of diagnostic techniques.
- Aquatic Animal Health and Movements website⁵² - This website has been developed by Cefas to provide information across the range of fish health matters, from disease control advice to rules on importation of fish from other countries. DARD provides similar information in respect of NI on their website⁵³.
- Advisory Services - The Inspectorates at Cefas, MSS and DARD provide advice during inspections and by way of monitoring programmes and laboratory advisory services.
- AHVLA BIP Portal Meetings - These are organised by AHVLA with Cefas and provide a forum for ensuring consistency in the application of official controls, airing industry-wide concerns and facilitate liaison involving BIP staff and the FHIs.

Bee health co-ordination

4.74 Defra co-ordinates bee health policy on behalf of the UK and does this through planned meetings and informal discussions. Defra engages with beekeeping associations in implementing the Healthy Bees Plan⁵⁴. The Plan is aimed at protecting and sustaining bee health in England and Wales between 2009-19 and was developed in collaboration with the beekeeping associations and other interested parties. There are regular reviews of the Plan's priorities. The Scottish Government, together with representatives from the Scottish Beekeepers Association and the Bee Farmers Association have produced an equivalent plan entitled *The Honey Bee Health Strategy*⁵⁵. The Scottish Government is also official observer at Defra's Bee Health Advisory Forum.

4.75 In NI DARD is engaging with the Ulster Beekeepers Association and the Institute of NI Beekeepers in implementing *The Strategy for the Sustainability of the Honey Bee*⁵⁶.

⁵² defra.gov.uk/aahm this website will be subsumed by the gov.uk/ Website during the course of 2014

⁵³ dardni.gov.uk/index/fisheries-farming-and-food/marine_fisheries/aquaculture/fish-health.htm

⁵⁴ fera.defra.gov.uk/plants/beeHealth/healthyBeesPlan.cfm

⁵⁵ Scotland.gov.uk/Resource/Doc/315919/0100471.pdf

⁵⁶ dardni.gov.uk/strategy-for-the-sustainability-of-the-honey-bee.pdf

Co-ordination and co-operation in the plant health sector

- 4.76 As the 'single authority' for the UK under the Plant Health Directive (2000/29/EC), Defra's Plant Health Policy Programme liaises closely with the other competent plant health authorities within the UK. There are formal co-ordination meetings every six months and regular contact on specific issues.
- 4.77 With regard to the EU and working with the equivalent services in the other Member States, notifications of interceptions of pests and diseases and other instances of non-compliance are sent to the European Commission using the Europhyt notification system (European Network of Plant Health Information Systems) as required under Directive 2000/29/EC. If the interception is of immediate concern and/or if emergency action is being taken, the Commission is informed by letter. This system ensures that issues are brought to the attention of all Member States. The UK uses the same system to notify interceptions in material moving within the EU. This information is copied to the European and Mediterranean Plant Protection Organisation (EPPO) which represents 50 countries in Europe. Reports of new pest outbreaks are added to the International Phytosanitary Portal (IPP), the website of the International Plant Protection Convention, thus ensuring that all trading partners are informed.
- 4.78 In addition to this, DARD has regular meetings with Plant Health officials in the Department of Agriculture and Food in the Republic of Ireland and maintains close contact on issues of mutual interest.

Chapter 5 – Emergency and Contingency Planning and Mutual Assistance

Contingency plans in the feed and food sector

- 5.1 Co-ordination and co-operation of the various authorities is particularly important in the case of emergencies and various contingency plans are in place to deal with such events. These contingency arrangements are outlined below.

FSA

- 5.2 The FSA's Incidents Response Protocol outlines the procedures that should be followed by Agency staff during food and feed incidents and emergencies. The document describes notification procedures, roles and responsibilities during incidents, and the arrangements for the closure and review of incidents. It is available at:
food.gov.uk/multimedia/pdfs/incident-response-protocol.pdf.
- 5.3 FSA Wales hold a Divisional Incident Plan for use in dealing with routine or major feed or food incidents or emergencies. It sets out the key responsibilities and duties which must be undertaken by Welsh staff in the event of a routine incident, major incident or emergency with food safety implications.
- 5.4 FSA Operations Group (responsible in GB for official controls in approved meat establishments subject to veterinary audit) has in place practiced contingency arrangements for dealing with outbreaks of notifiable diseases such as Foot and Mouth Disease, Avian Influenza and Blue Tongue. These plans, which will be reviewed and tested on a regular basis, form part of the FSA's business continuity plan. The FSA Senior Management Team is the Operations Group strategic decision making body, and lower level contingency teams are responsible for tactical decisions.
- 5.5 Close links have also been established with a number of other Departments/Agencies to ensure a rapid and co-ordinated response during incidents/emergencies (there are Service Level Agreements or Memoranda of Understanding with many of them). This includes Defra, the EA, the AHVLA, Cefas and SRUC.⁵⁷ Information and instructions are transmitted to local authorities via RASFF (see para 4.16).

⁵⁷ More information on the SRUC is available at: sruc.ac.uk/

VMD

- 5.6 With regard to medicated feedingstuffs and Specified Feed Additives (SFAs), contingency planning is included in the VMD Standard Operating Procedures (SOPs). When a feed safety incident involving animal feedingstuffs placed on the market is identified the Inspector should inform the Head of Investigations and Inspection Team and the Feed Branch of the VMD immediately, who will then notify the FSA if necessary. With regard to residues, VMD in conjunction with the FSA and the AHVLA, operate a food safety incident scheme which ensures that animals with excessive residues of veterinary medicines or banned substances do not enter the food chain.

CRD

- 5.7 CRD has drawn up a Pesticide Residues Emergency Plan, and is responsible for maintaining it. The plan summarises procedures to be followed in the event of incidents of potential food safety concern involving pesticide residues, for which CRD generally has lead responsibility. These include emergency action resulting from monitoring and enforcement activities and arising from spillages (including into waterways), misuse or abuse of pesticides, or contamination from an unknown origin. It also details procedures for dealing with acute safety implications arising from contaminated imports, normally reported via RASFF for which FSA takes lead responsibility, but involving CRD in risk assessment and dissemination of information.
- 5.8 If there are issues relating to food safety, CRD liaises closely with the FSA Incidents Branch, which would be responsible for any product recall.

DARD

- 5.9 DARD maintains contingency plan for animal feed which is agreed with the FSA. DARD also maintains Egg Hygiene and Dairy Hygiene Incident Support Protocols, which are also agreed with FSA. These plans are reviewed and tested regularly and staff trained as necessary.

Local authorities

- 5.10 Local authorities are required by the relevant Food Law Code of Practice (see [Appendix K](#)) to set up and implement documented procedures for dealing with incidents and emergencies in respect of food or feed. Serious incidents resulting in, for example, an outbreak of foodborne illness should be immediately notified to the appropriate agency or agencies such as PHE and the FSA. Local authorities should also carry out an assessment to determine the likely scale, extent and severity of the risk to public health or safety involving other agencies as appropriate.

Contingency plans in the animal health sector

Notifiable exotic animal diseases

- 5.11 Each country in the UK produces their own Contingency Plan that sets out the structures and systems used to co-ordinate an effective response within its own jurisdiction. However, co-operation and co-ordination between the Administrations is crucial to effective and early disease control and to enable disease free status to be recovered without delay. The GB and NI Contingency plan⁵⁸ provides an overview of the response to an outbreak of exotic notifiable disease at UK level. The plan highlights how the Administrations work together to provide a rapid and effective response and contains details on the structures, roles and responsibilities that are activated during an outbreak.
- 5.12 In England, as part of Defra's emergency preparedness for exotic notifiable diseases of animals, the AHVLA prepares and maintains the Defra Contingency Plan for Exotic Notifiable Diseases of Animals⁵⁹. Scotland, Wales⁶⁰ and NI have similar complementary plans. Each plan sets out the operational response that each Government, their agencies and partners will put in place to deal with any occurrence of Foot and Mouth Disease, Avian Influenza or Newcastle Disease. The plans are also applicable to all other notifiable exotic diseases of animals. The plans highlight the activities and processes that ensure a high level of preparedness for an outbreak of an exotic notifiable disease.
- 5.13 These plans are subject to on-going revision based on the latest developments in science and epidemiological modelling, feedback from stakeholders and operational partners and the lesson learned from exercises and incidents. The Scottish Government model is based on a single generic contingency framework plan⁶¹. Control concepts and responses to specific exotic disease are appended as separate annexes. The Scottish Government's Exotic Animal Disease Communications Strategy, which complements the framework plan, sets out the strategic objectives of all communication aspects in a disease control response.
- 5.14 In accordance with the requirements of relevant EU legislation, the Contingency Plan is tested and validated at least twice in a five year period by means of a major GB-wide exercise. The AHVLA also operates a programme of centrally co-ordinated country and regional animal disease exercises in

⁵⁸ gov.uk/government/uploads/system/uploads/attachment_data/file/69525/pb13714-animal-disease-plan-gbni-120228.pdf

⁵⁹ gov.uk/government/publications/contingency-plan-for-exotic-notifiable-diseases-of-animals

⁶⁰ wales.gov.uk/topics/environmentcountryside/ahw/contingencyplanning/welsh-government-contingency-planning/contingency-plan-exotic-animal-diseases-2013/?lang=en

⁶¹ scotland.gov.uk/Topics/farmingrural/Agriculture/animal-welfare/Contingencies

order to rehearse and test AHVLA's emergency preparedness to deal effectively with outbreaks of animal disease at the local level. This programme is delivered in liaison with Defra, the Scottish Government, the Welsh Government, other Government Departments, operational partners and key stakeholders. Each county and region must take part in at least one local exercise a year and rehearse the plans for one of the eight exotic notifiable diseases that are deemed to be of highest priority for contingency planning purposes.

- 5.15 Local authorities have their own local contingency plans based on a template developed centrally and are closely linked to the Defra, Scottish Government and Welsh Government Plans.

Aquatic animal health

- 5.16 Defra (Cefas), Welsh Government SF, MS and DARD have contingency plans in place covering the entire UK and are responsible for the maintenance and testing of these plans. The plans deal with outbreaks of serious exotic diseases of aquatic animals (e.g. Gyrodactylosis caused by *Gyrodactylus salaris*, infectious haematopoietic necrosis and viral haemorrhagic septicaemia). The England and Wales aquatic animal health operational plan can be found at: defra.gov.uk/aahm/files/Cefas-Disease-Outbreak-Operations-Manual.pdf
- 5.17 NI is the only part of the UK which has a land border with another Member State and therefore fish health contingency plans for NI provide for trans-border arrangements with the Republic of Ireland. The Scottish Contingency Plan for *Gyrodactylus salaris* can be viewed at: scotland.gov.uk/Resource/Doc/1062/0115961.pdf

Bee health

- 5.18 A contingency plan for England and Wales has been developed for incidents involving the notifiable pests, small hive beetle and tropilaelaps mites, and this plan can be used as a template for any new exotic pests/ diseases in the future. In the event of an outbreak, NBU is responsible for managing the outbreak at operational level. The Unit will involve Defra's Bee Health Policy team and the Welsh Government and, following confirmation, the Scottish Government, DARD and relevant stakeholders. Defra's Bee Health Policy Team is responsible for notifying the European Commission and the Office International des Epizooties (the world organisation for animal health) within 24 hours of the confirmation of the primary outbreak through Defra's CVO. Liaison will continue with the Devolved Administrations and the Commission whilst necessary control procedures are put in place. Defra, the Welsh Government and the NBU are responsible for maintaining and testing the plan and disseminating it to stakeholders. A similar contingency plan has been developed and published by SG AFRC. DARD also has a Bee Health

contingency plan for NI⁶². A response plan has also been developed for the possible arrival of the Asian Hornet⁶³ (*Vespa velutina*) in England and Wales. In 2014 this will be replaced by a specific contingency plan.

Contingency plans in the plant health sector

- 5.19 In England and Wales, Fera's Plant Health and Seeds Inspectors operate through a series of SOPs analogous to contingency plans, which are also made available to other parts of the plant health services. These are not available through a public website. Scotland and NI have generic plant health contingency plans – these can be accessed at:
scotland.gov.uk/Topics/farmingrural/Agriculture/plant/PlantHealth/PlantDiseases/ContingencyPlans
dardni.gov.uk/final-plant-health-contingency-plan-2012-internet-version.docx
- 5.20 Following the creation and implementation of a plant health risk register, further work is underway to develop contingency plans for pests identified on the risk register as presenting the highest risk.
- 5.21 The Forestry Commission has developed a generic contingency plan. It was brought into action for the outbreak of Oak Processionary Moth -
forestry.gov.uk/website/forestry.nsf/byunique/infd-74ce39

Mutual assistance

- 5.22 Arrangements are in place in the UK to fulfil the requirements set out in EU Regulation 882/2004 on administrative assistance and co-operation in the areas of feed and food. These requirements aim to ensure mutual assistance and co-operation between the competent authorities of the different Member States and with the European Commission so that they may work together where the results of enforcement controls indicate that action is needed in more than one country. This is separate to the arrangements concerning food hazards and incidents that are communicated via the Commission's RASFF system⁶⁴ but is rather for dealing with more routine matters.
- 5.23 The arrangements are effectively set out for UK local authorities dealing with food law enforcement in the Food Law Codes of Practice and associated Practice Guidance for each of the four UK countries (these are available at: food.gov.uk/enforcement/enforcework/foodlawcop/)
For those local authorities in GB dealing with feed, similar advice is included in the Feed Law Code of Practice and, for DARD, in the Feed Law Enforcement Guidance in NI (these are available at: food.gov.uk/enforcement/enforcework/feedlawcop/).

⁶² dardni.gov.uk/2013-bee-health-contingency-plan-_amended_.pdf

⁶³ The Asian hornet is not a notifiable pest of honey bees

⁶⁴ More information on RASFF is available at:
ec.europa.eu/food/food/rapidalert/index_en.htm

- 5.24 To facilitate assistance, each Member State is required to designate a 'liaison body' to act as the first point of communication for transmission and reception of requests for assistance. In the UK, the FSA performs this role. Defra has regular contact with the FSA on veterinary issues where they have an impact on feed or food safety.
- 5.25 As NI has a land border with the Republic of Ireland, the FSA has regular contact and partnership working arrangements with the Republic's Food Safety Authority (FSAI), Department of Agriculture, Food and the Marine (DAFM) and the Sea Fisheries Protection Authority.

Chapter 6 – Arrangements for Audit of Competent Authorities

Monitoring and auditing performance

- 6.1 Responsibility for monitoring and verifying compliance with feed and food law, and enforcement of its requirements, is divided between:
- the FSA and local and port health authorities;
 - Defra (and its agencies); and
 - Devolved Agriculture Departments.

FSA

Audit Scheme for local and port health authorities

- 6.2 The FSA has statutory powers to monitor and audit authorities that enforce legislation for which it is responsible. Based on these powers, established Audit Schemes for local and port health authorities are in place. These audit schemes assess performance of local and port health authorities against specific standards and identify good practice.
- 6.3 The FSA in England, Scotland, Wales and NI each co-ordinate their own audit programme, co-operating and sharing information to unify plans and documentation where possible. Full details of the Audit Scheme are published on the FSA website at:
food.gov.uk/enforcement/auditandmonitoring/.
- 6.4 The Audit Scheme provides a means to confirm conformity with the Standard in the Framework Agreement, identify under-performance in local authority feed and food regulatory services and monitor improvements. It also identifies and disseminates good practice. It provides information for FSA policy and promotes conformance with standards, guidance or Codes of Practice.

Audit programme

- 6.5 Risk-based annual audit plans reflect current and anticipated audit priorities. Local authority monitoring and performance data, together with relevant sources of wider information, inform national audit priorities. Plans involve a combination of horizontal (or full/systems) audits across all areas of local authority feed and food law enforcement activity, and focused audits (vertical or partial audits) looking in greater detail at specific aspects of enforcement activity. The audit programmes are published in advance on the FSA's website.

- 6.6 The audit arrangements are organised by audit teams in each of the FSA's devolved national offices. All local authorities in the devolved nations are audited within a five year cycle. In England and Scotland the approach involves an assessment of the performance of all local authorities using the Local Authority Enforcement Monitoring System (LAEMS) data in delivering their food safety services. Authorities are then prioritised for follow-up audit actions ranging from full on-site audits to focused audits, one day audit visits and desktop assessments. Core and focused audits are carried out on around 60 – 70 authorities per annum in England, depending on the nature and scope of audit priorities and related programmes. All local authorities in Scotland are unitary and are visited within the five year requirement.

Dissemination of good practice

- 6.7 In England the FSA works through regional teams to disseminate good practice identified through audit to authorities. Audits are published on the FSA website. In addition, the findings from focused audit programmes inform development of national initiatives aimed at sharing best practice. Good practice is disseminated through newsletters, “top tips” documents arising from audit findings, regional food and feed group meetings and specific business initiatives.
- 6.8 Full details of the Audit Scheme are included in the Framework Agreement on Official Feed and Food Controls by Local Authorities at:
food.gov.uk/multimedia/pdfs/enforcement/frameworkagreementno5.pdf
- 6.9 The Audit Scheme is closely linked to the FSA's LAEMS, details can be found at: food.gov.uk/enforcement/monitoring/laems/

Independent scrutiny

- 6.10 The arrangements for independent scrutiny through the FSA's Audit and Risk Committee are currently under review. In Scotland this scrutiny is through the Scottish Audit Advisory Committee. Audit programmes are subject to agreement from the FSA Board to whom results and trends are reported.

Audit arrangements where the FSA has direct responsibility for delivery of official controls

- 6.11 The FSA Internal Audit team has primary responsibility for audit of official controls where the FSA has direct responsibility for their delivery. These audit arrangements also cover controls delivered on the FSA's behalf under SLAs or MoUs where the Agreement does not expressly provide for audits to be undertaken on behalf of the FSA. Official controls are audited using a systematic process, subject to independent scrutiny, taking account of Commission legislation and guidance against an agreed standard on a risk-based frequency. The terms of the SLAs and MoUs are taken into account in carrying out the audits. Good practice is identified and disseminated where appropriate.

- 6.12 Audits of meat hygiene official controls enforced on behalf of the FSA by DARD (VS-VPHP) are conducted jointly between the FSA Internal Audit Team and the FSA NI audit team. Other controls enforced by DARD AFIB on behalf of the FSA (e.g. liquid milk and eggs) are audited by the FSA NI audit team.
- 6.13 The FSA Internal Audit team includes veterinarians and technical experts, trained in systems auditing, and is managed by a qualified auditor who reports to the FSA Head of Internal Audit. There is also a specialised Audit team within the FSA NI office responsible for audits of DARD (VS-VPHP) and local authorities whose auditors are trained in systems-based audit. The team comprises a mixture of auditors and other technical experts. Other experts may supplement the teams.
- 6.14 The audits determine whether
- FSA operations, practices and activities comply with the requirements in the Manual for Official Controls (MOC), other relevant guidance, legislation and codes of practice. The MOC can be found at: food.gov.uk/enforcement/monitoring/mhservice/manual/.
 - DARD (VS-VPHP) is complying with the VS-VPHP MOC and the relevant legislation. The MOC can be found at dardni.gov.uk/index/food/meat-inspection/vet-public-health-unit-manual-for-official-controls.htm

Audit process

- 6.15 Audit work includes preparatory work, on-site audit, and also post-audit work. On-site the approach involves reality checks through interviews with the relevant FSA/ DARD/ local authority officials, observation of official control activities, informal discussion with the Food Business Operator (FBO) and staff and examination of a sample of relevant records. The evidence gathered is used to assess the effectiveness of control systems.

Reporting arrangements and follow-up

- 6.16 Reports are individually produced following each audit or collated for each audit programme. Each report summarises audit findings and includes an action plan which details recommendations, agreed management action and dates for implementing the actions. The reports are presented to the FSA Chief Executive, Chair of the FSA Audit Committee, Director (Scotland) and Director of Operations. A report summarising the status of all audits in the annual programme and progress on implementation of agreed audit recommendations is presented to the FSA Audit committee quarterly meeting for discussion.
- 6.17 The annual programme of audits includes follow-up audits and progress checks to assess implementation of agreed recommendations.

Transparency

- 6.18 To ensure transparency of the audit process, stakeholders are consulted in relation to the annual programme of audits and terms of reference for individual audit assignments. They also have access, as appropriate, to audit checklists and reports, and are afforded the opportunity to comment on reports before these are issued.

Independent scrutiny

- 6.19 Independent scrutiny of the audit processes for Internal Audits and audits of DARD conducted by the FSA NI is provided by the FSA Audit Committee, a sub-committee of the FSA Board. Audits of DARD AFIB are also discussed by meetings of the DARD governance group. The FSA NI Director represents the FSA NI on the group.

VMD

Medicated feed and SFAs

- 6.20 Annual inspection returns are made to the Commission via the FSA. The Head of VMD's Inspections and Investigations Team monitors, and supervises the work of the other five inspectors and conducts internal audits on performance. Inspection details and outcomes are entered onto the database. Audit arrangements are included in the VMD's long-term internal audit arrangement with RSM Tenon.

Veterinary residue surveillance

- 6.21 The surveillance programme is overseen by an independent Committee (VRC). It advises the Chief Executives of the VMD and the FSA on the incidence and concentrations of residues of veterinary medicines in samples collected under the VMD's surveillance programme. It also assesses and advises on the scope and operation of the VMD statutory surveillance programme. Further information is available on its website at vmd.defra.gov.uk/vrc/
- 6.22 In NI, representatives of the analytical services, VS, Food Policy Branch of DARD and FSA meet monthly to discuss progress of planned samples with their plan and residues related issues. Quarterly reports on overall performance against the plan are provided to the VMD's Director of Operation Division.
- 6.23 VMD has an SLA with Defra Internal Audit, requiring audits of all work areas, including veterinary residue surveillance, to be carried out once every five years. The VMD is audited against EU legislation requirements and audit arrangements are scrutinised by the Audit and Risk committee which sees the final report. Where recommendations for changes are made, follow-up checks are carried out within 12 months of the original audit. The audits also aim to identify good practice.

- 6.24 A programme of on-site audits of all agencies involved in sample collection has been drawn up. The VMD monitors performance via its database, which enables actual performance to be checked against Key Performance Indicators (KPIs). Depending on level of compliance found it is anticipated that routine visits will be made every two to three years. Where serious shortcomings are detected an action plan will be required to implement changes and a further audit visit is anticipated once the plan has been completed.
- 6.25 AHVLA collects on-farm samples on behalf of VMD. AHVLA Technical Team Leaders are informed of any unsatisfactory samples submitted by field staff so that issues can be followed up as appropriate. Reports of investigations of positive test results are copied to the national Lead Veterinary Officer for audit. A national database is maintained of tests undertaken.

CRD

- 6.26 CRD's annual monitoring programme is split into four report periods. All contracts and SLAs have milestones relating to the control plan timetable for the year. Performance of sample collection bodies is monitored every two weeks. Analytical progress is monitored quarterly when analytical results are peer reviewed.
- 6.27 The competent authority assigns project managers to monitor performance with controls bodies. Specific personnel are identified as project managers in the control bodies. Delivery success against the published timetable of reports is only possible with close co-operation between the competent authority and the control bodies.
- 6.28 Audits cover propriety and security in addition to those performed around CRD's various regulatory and financial functions. Audit recommendations are considered by the Agency Management Team and progress against the recommendations is reviewed on a quarterly basis.
- 6.29 When audits are completed, the Expert Committee on Pesticide Residues in Food (PRiF) acts as independent scrutiny, checking audit quality and ensuring that recommendations are properly implemented.

Defra and its agencies

Defra

- 6.30 At the central level, Defra Internal Audit, the Devolved Administrations and delivery partners have agreed on the assurance and consistency of approach required in their respective areas of responsibility under Regulation (EC) 882/2004.
- 6.31 Defra Internal Audit operates in line with the Public Sector Internal Audit Standards (PSIAS) and provides an independent appraisal function across the department. Responsibility for commissioning and completion of official

controls in areas where Defra has responsibility rests with the respective Policy Divisions and their delivery agents. The role of Defra Internal Audit is to ensure, through a programme of audit activity, that the work has been completed and meets relevant standards. Agency audit teams carry out similar work where Defra's Agencies have responsibility for carrying out official controls.

- 6.32 Defra Internal Audit has developed an audit strategy to provide assurance on official control functions for which Defra is responsible. The strategy ensures that all major aspects of this work are fully reviewed on a risk basis. For each piece of work, a report, including any recommendations for improvements is produced and circulated as required. Defra audit reports are presented to the relevant Director General and summarised for the Permanent Secretary and the Defra Audit and Risk Committee.
- 6.33 Audit programmes are drawn up annually on a risk basis and are subject to on-going review.
- 6.34 Defra Internal Audit co-ordinates production of an Annual Report summarising audit activity and results.
- 6.35 To ensure a co-ordinated approach to audit across the animal health and welfare elements of the MANCP, Defra Internal Audit arranges discussions with relevant staff from Defra Policy and its delivery partners, such as the AHVLA, RPA, Fera, and VMD as well as the auditors from Devolved Administrations. The objectives of these meetings are to co-ordinate audits of major enforcement bodies and to identify best practice.
- 6.36 Work to agree the processes for completion and reporting of animal health and welfare official controls has been concluded and Defra will continue to co-ordinate the reported key findings across the UK.

AHVLA in England and Wales

- 6.37 AHVLA has assurance arrangements across all areas of its business, including internal audit arrangements.
- 6.38 AHVLA's approach to assurance is based on the three lines of defence model:
- AHVLA has comprehensive instructions in place; staff are trained in their duties, are expected to follow procedures and their competence is assessed regularly by line managers. There are specialist lead veterinarians for specific work areas and networks of expertise to provide advice.
 - AHVLA has internal audit arrangements currently focused on critical field areas, such as Border Inspection Posts, exports and Tuberculin (TB) testing. Field audits of TB testing and Field Skills Assessments across critical areas of animal health and welfare work also provide assurance and identify where issues need to be addressed. The laboratory side of

AHVLA is accredited to ISO 17025 and has ISO 9001 certification, with internal audit arrangements across all areas covered by the standards.

- There is independent and objective audit carried out by external third parties including ISO-related audits, the Internal Audit programme, the National Audit Office (NAO) and FVO.

- 6.39 During the course of the 2013-14 business year a review has been carried out of AHVLA's internal quality assurance (QA) arrangements on the field side of the business. Improvement proposals have been developed and the intention is to pilot more systematic, consistent and risk-based assurance measures during business year 2014-15, with subsequent roll-out across GB field operations.

AHVLA audits of feed controls

- 6.40 Inspection forms for Animal feed controls are copied to the national lead veterinary officer for audit.

Cefas

- 6.41 Cefas operates a system of internal control, which supports the achievement of Cefas' policies, aims and objectives. The internal control system has been designed to manage risk to a reasonable level. There is an Audit & Risk Committee constituted to give advice on the adequacy of internal and external audit arrangements, and on the implications of the assurances provided in respect of internal control and risk management. Regular reports are made by internal audit, to Government Audit Standards, which includes the Head of Internal audit's independent opinion on the adequacy of the Agency's system of governance, internal control and the system of risk management, together with recommendations for improvement.
- 6.42 For Cefas official control duties, the audit is at the level of UKAS (to ensure accredited standards are being met), management within Cefas (to ensure standards, timelines and objectives are met in accordance with the requirements in the MoU between Cefas and Defra) and external assessment of performance by the policy lead within Defra.

NBU

- 6.43 Fera's quality team conducts regular internal audits of the NBU's operation under Good Laboratory Practice (GLP). The purpose of the Quality Systems Team is to ensure that the requirements of both internal and external quality systems are maintained, and that the systems are expanded in response to the business needs of Fera. This is achieved by providing guidance to the staff involved on the requirements of the respective regulations, by monitoring that the standards are being maintained and by the prompt reporting of deficiencies to management by a mixture of informal and formal meetings and reports. The aim is to evaluate continually the processes employed to meet these requirements in order to provide an effective service more efficiently, competently and in a timely manner.

RPA

- 6.44 The Internal Audit Unit within the RPA is independent of the business and reports directly to the Accounting Officer. Internal Audit evaluates and gives their opinion on RPA's systems of risk management, control and governance to the Accounting Officer with a view to supporting the preparation of the Governance Statement. Internal Audit has a robust process in place, which includes agreeing action plans to implement any recommendations for improvement that is made with the audit sponsor (senior management), and following up all recommendations made to ascertain whether they have been implemented. Internal Audit also reports to the RPA Audit Committee which reviews workplans, audit reports and recommendations.
- 6.45 The main driver for RPA's Internal Audit Unit is IA activities in accreditation Regulation 885/2006⁶⁵, as most of their audits are planned and delivered in accordance with those requirements. RPA Internal Audit also meets the requirements of Regulation (EC) 882/2004 and Commission Decision 2006/677. The internal audit plan covers all significant systems at least once within a five-year timescale and look to give coverage to significant business risks. New systems would be covered early in their implementation because it could be argued that a new regime is of higher risk than an established one, and it is in the business interest to be notified of any issues of concern sooner rather than later. The Internal Audit Unit also currently has audit responsibility for the BCMS.

Local authorities

- 6.46 During 2010 and 2011 Defra Internal Audit completed reviews to clarify the current level of compliance with the audit requirements of Regulation 882/2004. The only outstanding element is the audit of local authorities.
- 6.47 Defra recognises that the delivery landscape in local government is complex and that audit arrangements by the competent authority of specific areas of activity undertaken by local authorities of the animal health and welfare function are not entirely adequate to give complete assurance about the level of work completed.
- 6.48 Discussions have taken place between Defra and the AHVLA to consider how visibility of the local authorities' inspection regimes can be more easily accessed and reviewed to satisfy Defra that the controls in place are considered to be meeting the requirements of Regulation 882/2004 and the

⁶⁵ Commission Regulation (EC) No 885/2006 of 21 June 2006 laying down detailed rules for the application of Council Regulation (EC) No 1290/2005 as regards the accreditation of paying agencies and other bodies and the clearance of the accounts of the European Agricultural Guarantee Fund and of the European Agricultural Fund for Rural Development. Official Journal L 171, 23. 6. 2006, 90-110.

UK MANCP. The action plan was submitted to the FVO in April 2013. This was a response to the recommendations of General Follow up Audit ref DG(SANCO)/2012 6424-MR carried out from 12 to 16 November 2012.

Devolved Administrations

Scottish Government

- 6.49 Scottish Government Internal Audit Division (SGIAD) operates in line with UK PSIAS and provides an independent appraisal function across the Directorate for Agriculture, Food and Rural Communities (AFRC) which has responsibility for certain official controls functions. As part of its rolling programme of work, SGIAD undertakes regular reviews of controls in the different schemes operated by the AFRC. Annual internal audit plans for the coverage of these schemes, together with reports on the scope and outcome of audit reviews, are considered by the Finance, Infrastructure and Rural Affairs Audit Committee. A separate Audit Strategy and five-year rolling audit programme are in place to cover SGIAD's work in line with Regulation (EC) 882/2004.

Welsh Government

- 6.50 Internal Audit Services (IAS) is part of the Corporate Governance and Assurance Division and Finance Department which sits in the Permanent Secretary's Department. Its objective is to deliver a balanced assurance to their Accounting Officers, and its Audit Strategy aims to address areas of risk, in the course of a five-year period, including official controls functions. IAS is responsible for delivering the annual audit plans for the Office of the Chief Veterinary Officer (OCVO) and the Agriculture and Food Directorate, both of whom sit within the Sustainable Futures Department. Their reports are considered by the Welsh Government and the Sustainable Futures Corporate Governance Committees. IAS operates in accordance with the PSIAS issued by HM Treasury.
- 6.51 The Head of Internal Audit's aim is to provide the Accounting Officer and each Director General with sufficient level of audit coverage to enable the provision of a reliable annual opinion on the controls in operation from the systems examined. To achieve this IAS have selected from the Audit Needs Assessment (ANA) the high level and medium risk areas they consider to be most appropriate for inclusion in the 2013/2014 audit plan.
- 6.52 This plan includes a scoping exercise to determine the Internal Audit work that needs to be undertaken on the controls relating to Art. 4(6) of Regulation (EC) No 882/2004. This exercise is still ongoing, however it has already identified a number of areas for inclusion in the ANA, from which IAS have included an audit of the Tuberculosis (TB) Eradication Programme in their 2014/15 audit plan.

DARD

- 6.53 DARD inspectors have management checks, based on risk, carried out at local level, HQ level and by both internal and external auditors.
- 6.54 DARD Internal Audit Unit operates in line with PSIAS and provides an independent appraisal function across the department. DARD Internal Audit has developed an audit strategy to provide assurance on official control functions for which DARD is responsible. The strategy will ensure that all major aspects of this work are fully reviewed in risk-based audits at least once during a five year period. For each piece of work, a report, including any recommendations for improvements, will be produced for senior management. A follow up on all recommendations is made to ascertain whether they have been implemented. Internal Audit also reports to the DARD Audit Committee who review annual plans, audit reports and recommendations.

Appendix A – Designation of competent authorities in the UK

The table below provides details of the competent authorities in the UK that have responsibility for official controls in respect of feed and food law, and animal health and animal welfare rules.⁶⁶ Copies of all legal instruments may be downloaded from the website at: legislation.gov.uk/

Responsible Department	Relevant legislation	Designated competent authorities
FSA	The Official Feed and Food Controls (England) Regulations 2009 (SI 2009/3255) and the Official Feed and Food Controls (England) (Amendment) Regulations 2011 (SI 2011/136)	<ul style="list-style-type: none"> • FSA • Feed authorities (local authorities in England with responsibility for feed law enforcement) • Food authorities (local authorities in England with responsibility for food law enforcement)
FSA in Scotland	The Official Feed and Food Controls (Scotland) Regulations 2009 (SSI 2009/446) and the Official Feed and Food Controls (Scotland) (Amendment) Regulations 2011 (SSI 2011/93)	<ul style="list-style-type: none"> • FSA • Feed authorities (local authorities in Scotland with responsibility for feed law enforcement) • Food authorities (local authorities in Scotland with responsibility for food law enforcement)
FSA in Wales	The Official Feed and Food Controls (Wales) Regulations 2009 (SI 2009/3376 (W.298)) and the Official Feed and Food Controls (Wales) (Amendment) Regulations 2011 (SSI 2011/626 (W.90))	<ul style="list-style-type: none"> • FSA • Feed authorities (local authorities in Wales with responsibility for feed law enforcement) • Food authorities (local authorities in Wales with responsibility for food law enforcement)
FSA in NI	The Official Feed and Food Controls Regulations (Northern Ireland) 2009 (SR 2009/427) and the Official Feed and Food Controls (Amendment) Regulations (Northern Ireland) 2011 (SR 2011/48)	<ul style="list-style-type: none"> • FSA • Feed authority (DARD) • District councils

⁶⁶ Where these competent authorities have particular responsibilities for monitoring and enforcing specific pieces of 'feed law' or 'food law' or specific animal health or animal welfare rules, these are set out in the relevant domestic legal measures.

Responsible Department	Relevant legislation	Designated competent authorities
Defra - VMD	The Veterinary Medicines Regulations 2013 (SI2013/2033)	<ul style="list-style-type: none"> Secretary of State (Defra) - for medicated feed and SFAs
Defra	The Official Controls (Animals, Feed and Food) (England) Regulations 2006 (SI 2006/3472)	<ul style="list-style-type: none"> Secretary of State (Defra) Local authorities
SG AFRC	The Official Controls (Animals, Feed and Food) (Scotland) Regulations 2007 (SSI 2007/91)	<ul style="list-style-type: none"> Scottish Ministers Local authorities
WG SF	The Official Controls (Animals, Feed and Food) (Wales) Regulations 2007 (SI 2007/196) (W 15)	<ul style="list-style-type: none"> Welsh Government Ministers Local authorities
DARD	The Official Controls (Animals, Feed and Food) Regulations (Northern Ireland) 2007 (SR 2007/133)	<ul style="list-style-type: none"> DARD District councils

Appendix B - Food Standards Agency (FSA)

1. This Appendix concentrates on delivery areas where the FSA has direct approval or inspection responsibility, or where it has the main policy responsibility and there is less emphasis on liaison with other Competent Authorities.

Meat hygiene

Roles and responsibilities

2. The FSA Operations Group is responsible in GB for official controls in approved meat premises, including meat hygiene requirements and regulations relating to the welfare of animals at slaughter. It aims to verify that FBOs comply with public health and animal health and welfare legislation in approved meat premises in GB. Where necessary the FSA takes proportionate enforcement action. Lists of approved premises can be found at food.gov.uk/enforcement/sectorrules/
3. FSA Operations has ultimate responsibility for approving establishments subject to veterinary control under food hygiene legislation⁶⁷ throughout the UK.

Control activities

4. In GB approval assessments are carried out by Veterinary Managers (VMs) under the direction of the Head of Approvals and Veterinary Advice. VMs are qualified veterinary surgeons with specific expertise in the structural, equipment and operational requirements applying to meat establishments. Approvals are reviewed by the FSA and, where appropriate, recommendations made to the single Authorised Official within the Operations Group, for the suspension or withdrawal of approvals. Whenever possible, VMs are accompanied on assessment visits by a local veterinarian from the FSA's Field Operations Division.
5. In NI, approval assessment visits are carried out by equivalent staff from the FSA in NI, accompanied by Divisional Veterinary Officers (DVOs) responsible for the establishment.

⁶⁷ Detailed information on this legalisation is available at:
food.gov.uk/foodindustry/regulation/hygleg/

6. The FSA provides meat inspection services 24 hours a day, 365 days a year, assuming the FBO has given due notice of requirements. The principal functions are as follows:
 - official controls in respect of regulations for fresh (red) meat;
 - official controls in respect of regulations for poultry meat, farmed game meat and wild game meat;
 - official controls in respect of regulations for meat products, minced meat and meat preparations in premises co-located with a premise requiring veterinary audit;
 - identification of ABP;
 - official controls in relation to rules on Specified Risk Material (SRM) – for more details see the FVO Control Systems Document at ec.europa.eu/food/fvo/controlsystems_en.cfm?co_id=GB
7. The principal functions for Defra and the Devolved Administrations in Scotland and Wales are as follows:
 - enforcement of animal welfare at slaughter legislation in approved abattoirs;
 - collection and dispatch of samples for statutory veterinary medicines residue testing on behalf of VMD;
 - collection and dispatch of samples from sheep and goats for TSE examination and testing;
 - enforcement, in premises, of emergency controls related to animal disease outbreaks;
 - supervision of the collection and dispatch of samples from bovines for BSE examination and testing;
 - enforcement, in licensed premises, of emergency controls related to animal disease outbreaks;
 - compliance with Cattle Identification Regulations on behalf of the BCMS.
8. Meat inspection is financed through charges levied on FBOs and recovered from government agencies under SLAs, and through funding provided centrally by the FSA.

Control procedures

9. The MOC details the tasks, responsibilities and duties undertaken in approved establishments, and reflects the requirements of competent authorities as laid down in Regulation 882/2004. It documents the procedures to be followed when undertaking official controls, for recording and reporting outcomes, and for taking action whenever non-compliance with legal requirements is found. A copy of the manual is available at:
food.gov.uk/foodindustry/meat/mhservice/manual.
10. The requirements of the hygiene legislation in relation to the production of meat and advice on how industry can meet these requirements are shown in the 'Guide to Food Hygiene and other Regulations for the Meat Industry' which can be found at:
food.gov.uk/foodindustry/meat/guidehygienemeat.

11. Inspection Teams follow the FSA Enforcement Policy, which sets out the principles of enforcement and standards to be applied when carrying out enforcement work. The Policy is at Annex 2 of Chapter 7 (Enforcement) of the MOC, and can be found at:
food.gov.uk/enforcement/monitoring/mhservice/manual/

Monitoring arrangements

12. Operations Group's Operations Board meets on a monthly basis to review performance. The agenda includes finance and variance analysis reports, performance monitoring, Human Resources (HR) local government reports including sickness absence, health and safety reports and review of risks. Strategic issues are considered by the Executive Management Team and policy issues by the FSA Board.
13. Performance is monitored at all levels and reported quarterly to the FSA Board. The performance report presents the overall picture for the UK and can be drilled down to determine performance within each cluster and business. The Operations Board receives monthly performance reports. An annual review of performance is carried out and published following independent verification.
14. In NI, DARD VS-VPHP provides a similar service on behalf of the FSA under a Service Level Agreement (SLA). Detailed information on DARD can be found at [Appendix C](#).

SRM

15. Enforcement of SRM controls in approved slaughterhouses and cutting plants is carried out by the FSA in GB and by DARD on behalf of the FSA in NI. Further information on SRM can be found in the CP at:
ec.europa.eu/food/fvo/follow_up_en.cfm?co_id=GB

Dairy Hygiene

Roles and responsibilities

16. Dairy hygiene inspections in England and Wales are carried out by FSA Dairy Hygiene Inspection staff.
17. Dairy Hygiene Inspectors (DHIs) report to their respective Service Delivery Manager (SDM) and are overseen by the lead DHI who provides technical advice and support to aid consistency.

Control activities

18. FSA DHI aims to protect the milk supply by ensuring a satisfactory standard of hygiene is maintained on farms in England and Wales. The FSA does this through monitoring and verifying compliance with, and enforcing food hygiene

legislation at milk production holdings. Inspectors enforce parts of European Commission regulations 852/2004, 853/2004, 854/2004 and the Food Safety and Hygiene (England) Regulations 2013 and Food Hygiene (Wales) Regulations 2006 as amended. These regulations apply to all premises used for the production of raw milk for human consumption, and involve the registration of production premises (dairy farms), inspection of milking premises, equipment and milk-producing animals, and enforcing satisfactory standards.

19. The FSA operate a sampling programme for those premises providing Raw Cow's Drinking Milk (RCDM) direct for human consumption in accordance with national food hygiene legislation. Collected samples are tested against the criteria specified in the national food hygiene legislation by ALS Eclipse who report back directly to the agency. Sampling of non-cow raw drinking milk is the responsibility of the Local Authority Environmental Health Department.
20. To assist Operations, the Operations Data and Performance Manager owns and maintains a database of all dairy producers.

Monitoring arrangements

21. As part of our commitment to ensure all enforcement is proportionate and risk-based, the lead DHI quality checks all dairy hygiene reports and enforcement actions before authorising them for return to the FBO. The lead DHI makes further quality checks of the dairy hygiene inspection reports and corrective action reports on a random sample basis to ensure that advice is consistent and in line with the FSA's core principles.
22. The Lead DHI and field operations staff make regular contact to discuss workloads and the general approach to the inspection process. This is in the form of general information sharing through emails and one to one coaching sessions over the telephone as required. To ensure consistency through education and information, a Frequently Asked Questions (FAQ) document has been developed that is updated and circulated on a regular basis. Annual group consistency training takes place to ensure that the team have an opportunity to discuss own practice and evaluate actions through knowledge sharing.
23. A number of SDMs are trained in dairy inspection to ensure that in addition to the technical expertise of the lead DHI, there is a presence in each of the five regions that can complete joint visits with the field based staff to ensure consistency within the approach employed. As required the lead DHI also accompanies the field based team on visits to ensure consistent interpretation of the approach to compliance.
24. SDMs, the lead DHI and the Dairy Lead Veterinarian review and monitor performance in the field. KPIs have been established to review the efficiency and quality of the Dairy Hygiene inspection function. These have been incorporated into the Field Operations group performance dashboard.

25. In NI, food hygiene at milk production holdings is enforced by DARD AFIB (in Scotland, this role is fulfilled by local authorities who carry out official controls in accordance with the Food Law Code of Practice). An SLA, which includes performance targets that are monitored and audited by the FSA, is in place. Detailed information on the structure and organisation of DARD AFIB, and on the control activities that they carry out is provided at [Appendix C](#).

Recognition of natural mineral water sources from Scotland, Wales and NI

26. Bottled water businesses in Scotland, Wales and NI can obtain a review of the local authority's decision not to grant or to withdraw recognition of a natural mineral water. This will be carried out by the relevant FSA in Scotland, Wales and NI. In England, Defra has this responsibility.

Recognition of natural mineral water sources in non-European Economic Area (EEA) countries

27. The FSA has direct responsibility for the assessment of any application made in Scotland, Wales and NI for the recognition of a natural mineral water source located in a non-EEA country under Directive 2009/54⁶⁸. If the EEA source meets the requirements it is awarded recognition and details are published in the Edinburgh, Belfast and London Gazettes. The European Commission is informed.
28. The FSA in Scotland, Wales and NI has administrative procedures in place to review decisions not to recognise or to revoke recognition of a non-EEA source, where a decision is contested. See [Appendix C](#) for Defra responsibilities with regard to natural mineral water.

Genetically Modified (GM) Food

29. The FSA has policy responsibility for GM foods. Information about the controls system for GM foods is in the FVO Control Systems Document at: ec.europa.eu/food/fvo/controlsystems_en.cfm?co_id=GB

⁶⁸ Council Directive (EC) 2009/54/EEC of 18 June 2009 on the exploitation and marketing of natural mineral waters (Recast). Official Journal L164, 26.6.2009, p.45-58. This Directive is implemented by the Natural Mineral Water, Spring Water and Bottled Drinking Water (Scotland) (No.2) Regulations 2007⁶⁸ (SSI. 2007/483) (as amended), The Natural Mineral Water, Spring Water and Bottled Drinking Water (Wales) Regulations 2007 (SI. 2007/3065 W.276) (as amended) and The Natural Mineral Water, Spring Water and Bottled Drinking Water (Northern Ireland) Regulations 2007 (SR. 2007/420) (as amended). The FSA has produced associated Guidance Notes.

Inspection and approval of food irradiation facilities

30. The FSA (Radiation & Residues Team, Food Safety Policy) has direct responsibility for the inspection and approval of food irradiation facilities in the UK under Directive 1999/2/EC⁶⁹. The procedure for approval of a food irradiation facility is detailed in The Food Irradiation (England) Regulations 2009⁷⁰ with parallel legislation in Scotland, Wales and NI. Enforcement of legislation relating to irradiated food, such as labelling regulations and import controls, is the responsibility of local and port health authorities. Annual reports are submitted to the European Commission⁷¹.

⁶⁹ Directive 1999/2/EC of the European Parliament and of the Council on the approximation of the laws of the Member States concerning foods and food ingredients treated with ionising radiation. Official Journal L 66, 13.3.1999, 16-23.

⁷⁰ SI 2009/1584

⁷¹ ec.europa.eu/food/food/biosafety/irradiation/scientific_advice_reports_en.htm

Appendix C - The Agriculture/Rural Affairs Departments

Department for Environment, Food and Rural Affairs (Defra)

Roles and responsibilities

1. Defra has responsibility for animal health, animal welfare and plant health controls, as well as certain elements of feed and food law. The Department operates the majority of its official controls through delivery agents and local authorities. Detailed information on these enforcement authorities is provided in these Appendices.

Feed and food law

2. Responsibility for monitoring and verifying compliance with, and enforcement of, this feed and food law is shared between the Department, its agencies and local and port health authorities. Details of the various functions are set out below.

Organic products

3. Organic food produced within the EU must originate from growers, processors and importers who are registered with an approved organic control body and subject to regular inspection. In the UK, Defra has responsibility for the organic inspection and certification system. Certification is undertaken by approved organic control bodies which must meet the requirements of (be accredited to) the European Standard on general requirements for bodies operating product certification systems (EN45011 transitioning to ISO17065 between 1 July 2014 and 1 September 2015).⁷² They must also comply with the control requirements set out in the EU Organic Regulations (Council Regulation (EC) 834/2007 and Commission Regulation (EC) 889/2008. At local level local authorities enforce the rules, as an offence is committed if produce is incorrectly labelled as 'organic'. Defra is currently working with local authorities to improve liaison and training in this area.
4. Defra is also responsible for authorisation of organic produce imported from outside the EU. It works closely with PHAs that are responsible for endorsing certificates of inspection from the approved organic certification body certifying the produce and that accompany consignments, and for ensuring that the importer is registered with an approved certification body. For this purpose, Defra maintains a database of authorisations to which PHAs have secure access. Details of local authority food law enforcement services are provided at Appendix K.

⁷² More information on European standards is available at:
cenorm.be/cenorm/index.htm

5. There are currently nine approved certification bodies involved in the control of organic production in the UK, although only eight actively certify UK operators at present.⁷³ These are independent bodies and under Regulation 882/2004, constitute 'control bodies' (see [Appendix N](#)). Defra's Organic Team, on behalf of the four Agriculture/Rural Affairs Departments, is responsible for approving these bodies in accordance with its Organic Certification Body and Inspection Approval Control Manual.⁷⁴ The Branch also oversees the on-going work of these certification bodies. The findings are reported to the certification body and can result in withdrawal of certification status if significant problems are identified. In addition, the UK Accreditation Service (UKAS) carries out annual audits of the inspection and certification activities of the approved bodies and failure to receive confirmation from UKAS of compliance with EN45011 transitioning to ISO17065 will also result in a certification body's approval being withdrawn.
6. Defra provides an annual report on organic production, inspection and certification in the UK to the European Commission. This includes a list of operators and organic inspection bodies operating in the UK along with a report on supervision and compliance with ISO17065 (formerly EN45011). The report also includes a description of the inspection system along with details of supervision visits to the inspection bodies. Further information on inspections undertaken by the bodies themselves, along with sanctions imposed and sampling undertaken, is also provided in this report.

Protected food names

7. Defra is responsible for the operation within the UK of the protected food names schemes set out in Regulation (EU) No. 1151/2012⁷⁵. These schemes provide for a system for the protection of food names on a geographical or traditional recipe basis. The three schemes (Protected Designation of Origin, Protected Geographical Indication and Traditional Speciality Guaranteed) highlight regional and traditional foods whose authenticity and origin can be guaranteed through an independent inspection system.
8. Ultimate responsibility for deciding whether applications meet the criteria, and should be forwarded to the European Commission, lies with Defra although certain functions relating to the handling of applications at an early stage are carried out by ADAS (Wales) and the respective Devolved Administration in the case of Scotland and NI. The UK currently has 62 protected food name

⁷³ Details are available at:
archive.defra.gov.uk/foodfarm/growing/organic/documents/organic-control-bodies-list.pdf

⁷⁴ A copy of the manual is available at
archive.defra.gov.uk/foodfarm/growing/organic/standards/pdf/inspector-controlmanual.pdf This manual is currently under review.

⁷⁵ Regulation (EU) No. 1151/2012 of the European Parliament and of the Council on quality schemes for agricultural products and foodstuffs, Official Journal L 343, 14.12.2012, p. 1

products, some of which are only made by one producer (e.g. Dorset Blue) and others which are produced by thousands of producers (e.g. Welsh Lamb). Once registered, all products are subject to inspection at least once a year to ensure that the specifications are met and applicants must nominate an inspection body (which may be either a local Trading Standards Authority or a private body) to undertake this function. Defra is responsible for approving these bodies within the UK and for monitoring their performance. More detailed information on the operation of the protected food names schemes within the UK is available at: defra.gov.uk/food-farm/food/protected-names/

9. UK Local Trading Standards Authorities also have an enforcement role with respect to ensuring that registered food names are not used fraudulently and that general food labelling rules are complied with. Details of local trading standards authorities' food law enforcement services are provided at [Appendix K](#).

Beef labelling

10. Community rules have been designed to provide European consumers with more reliable information about the beef they buy. Beef offered for sale must be fully traceable and compulsory country of origin, slaughter and cutting indications must be shown. The rules apply to all fresh and frozen beef and veal offered for sale at all stages in the supply chain from slaughterhouse to sale to the final consumer, in accordance with EC Regulation 1760/2000⁷⁶. Meat of bovine animals aged 12 months or less must be classified on slaughter with the appropriate age category identification letter 'V' or 'Z', and labelled with the relevant sales description of the Member State. Defra, the RPA and the Agriculture/Rural Affairs Departments in the Devolved Administrations are responsible for developing and implementing the relevant legislation. Claims about the origin, production methods or characteristics of beef and veal which are not compulsory can be made on a voluntary basis if approved and certified under the Beef Labelling Scheme, which operates alongside the compulsory rules, and which these Departments also administer. Further information on the systems and how they operate in the UK is available at:

RPA:

rpa.defra.gov.uk/rpa/index.nsf/UIMenu/85A11F090B05298D802574D50046D5DB?Opendocument

Scotland:

scotland.gov.uk/Topics/farmingrural/Agriculture/Livestock/Meat/Beef/Labelling/scheme

DARD:

dardni.gov.uk/index/food/beef-labelling.htm

⁷⁶ Regulation (EC) No 1760/2000 of the European Parliament and of the Council establishing a system for the identification and registration of bovine animals and regarding the labelling of beef and beef products and repealing Council Regulation (EC) No 820/97). Official Journal L 204, 11.8.2000, 1-10.

11. Under the Beef Labelling Scheme, prior approval of an application and verification by a recognised independent third party is required for all voluntary claims. These verifiers are considered 'control bodies' under Regulation 882/2004 (see [Appendix N](#)). This action will be required until 13 December 2014, after which the voluntary beef labelling notification and approval process will be abolished following changes to Council Regulation (EC) No.1760/2000. However, from this date additional information added to beef labels on a voluntary basis will still need to comply with the horizontal rules on labelling and in particular those rules contained in Council Regulation (EU) No. 1169/2011.
12. With regard to carrying out official controls in respect of beef labelling, responsibility is shared as follows at abattoirs, cutting plants, licenced cold stores and catering butchers:
 - [England and Wales](#) - in abattoirs and cutting plants with an FSA presence and in licensed cold stores and cutting establishments (catering butchers) without an FSA presence by the RPA's Technical Inspectors on behalf of Defra;
 - [Scotland](#) – by the Scottish Government's Meat and Livestock Inspectors;
 - [NI](#) – by DARD AFIB Senior Technical Inspectors (at abattoirs and EU licensed cutting plants and cold stores) and by local authorities in other cutting plants and cold stores.

At retail level this is carried out by local authorities UK-wide.

13. Controls in respect of beef imported into the UK are the responsibility of PHAs in GB. DARD VS is responsible in NI.

Import controls for animals and products of animal origin (POAO)

14. Defra and the Agriculture/Rural Affairs Departments in the Devolved Administrations are responsible for veterinary checks and animal health aspects of import controls of animals and POAO. The official controls or checks are carried out at BIPs which must meet standards and follow procedures set out for them in Council Directive 97/78/EC⁷⁷ and Council Directive 91/496/EC⁷⁸. Responsibility for carrying out these checks in GB is devolved to AHVLA for live animals and at ports which do not handle food. Local and port health authorities are responsible for checks on POAO. Details of their work are provided at [Appendix K](#). In NI, responsibility for fish and fishery products has been devolved to district councils with responsibility for all other POAO imports remaining with DARD.

⁷⁷ Council Directive 97/78/EC laying down the principles governing the organisation of veterinary checks on products entering the Community from third countries. Official Journal L 24, 30.1.1998, 9 -30.

⁷⁸ Council Directive 91/496/EC laying down the principles governing the organization of veterinary checks on animals entering the Community from third countries and amending Directives 89/662/EEC, 90/425/EEC and 90/675/EEC

15. Defra's Imports and EU Trade Team is responsible for the policy aspects of the veterinary checks regime. BIPs are operated by local authorities and AHVLA. The operation of local authority run BIPs is monitored by AHVLA through a programme of liaison visits and compliance checks relating to public health issues. Reports of these visits are sent to Defra and the FSA to enable them to monitor overall standards at BIPs and progress in dealing with problems. Similar audits are carried out for BIPs operated by the AHVLA.
16. UKBF is responsible for delivery of anti-smuggling controls to combat illegal imports of POAO at points of entry into GB. This includes imports of POAO which breach the concessions applicable to goods carried in travellers' baggage for personal consumption and personal consignments sent by post to private individuals, as well as freight. DARD is responsible for controls in NI. Her Majesty's Revenue and Customs (HMRC) National Clearance Hub ensures that all POAO/animals have been issued with a valid Common Veterinary Entry Document before the consignment is customs cleared.

Natural Mineral Waters

17. Defra has direct responsibility for the assessment of any application made in England for the recognition of a natural mineral water source located in a non-EEA country under Directive 2009/54⁷⁹.
18. If Defra or the FSA considers that the non-EEA source meets the requirements it is awarded recognition and its details are published in the London, Edinburgh and Belfast Gazettes. The European Commission is also informed.

Legislation on animal feed related to animal disease

19. Defra and the devolved Agriculture/Rural Affairs Departments are responsible for the development and implementation of legislation on animal feed related to animal disease (TSEs, *Salmonella* etc.). Enforcement of that legislation in GB is a matter for local authorities in liaison with AHVLA. In NI, DARD enforces feeding stuffs legislation.

The Scottish Government Agriculture, Food and Rural Communities Directorate (SG AFRC)

Roles and responsibilities

20. The Scottish Government has responsibility for application in the areas of animal health, animal welfare and plant health controls, while the FSA has overall responsibility for the application of the feed and food elements of the Regulation.

⁷⁹ Council Directive (EC) 2009/54/EEC of 18 June 2009 on the exploitation and marketing of natural mineral waters (Recast). Official Journal L 164, 26.6.2009, p. 45-58.

Control activities

21. In Scotland the official controls for feed and food controls are in the main delegated to local authorities who, along with Scottish Government staff, carry out on farm inspections and at markets. Arrangements are in place for joint working across the departments to ensure there is a consistent approach.

Welsh Government Sustainable Futures (WG SF)

22. The WG SF has similar responsibilities to Defra within Wales. The Welsh Government carries out most of their official controls through their own inspectorates, although occasionally use bodies such as AHVLA and Natural Resources Wales (NRW).

Rural Inspectorate for Wales (RIW)

Roles and responsibilities

23. RIW is part of Rural Payments Wales, which administers the Common Agricultural Policy (CAP) Direct payment Scheme and Rural Development Agri-environment and Forestry Schemes in Wales and manages all aspects of accreditation as Paying Agency in line with the governing European regulatory requirements.
24. The RIW undertakes a range of on-farm inspections, primarily for the purposes of CAP schemes, but also some inspections relating to official controls, e.g. cattle identification inspections to validate the UK's cattle tracing database and sheep and goat identification inspections. Other duties include the inspection of Trader Based Schemes.

Control activities

25. The RIW carries out standalone statutory inspections under the Bovine Animals and Sheep & Goat Records, Identification and Movement Orders to ensure farmers and traders maintain appropriate records and conform to the animal identification and movement requirements. Inspectors check compliance by undertaking a physical inspection and examination of the livestock, records and supporting documentation to ensure a comprehensive traceability system is in place and therefore verify, in the case of cattle, the validity of the Cattle Tracing Service (CTS).
26. Inspectors have powers to seize or amend cattle passports, take copies of records, place whole herd or individual restrictions on non-compliant animals and if necessary serve a notice to slaughter unidentified animals.

Compliance with requirements of Regulation 882/2004

Monitoring and audit of control activities

27. RIW has in place a detailed process for monitoring and auditing the quality of its work.

Department of Agriculture and Rural Development for Northern Ireland (DARD)

Roles and responsibilities

28. The responsibilities of DARD with regard to official controls of food law mirror those of the FSA for meat, AHVLA, the SG RPID and local authorities, in relation to on-farm food hygiene requirements, in GB. In addition, DARD is responsible for official controls in respect of all feed law in NI mirroring the activities of local authorities, Animal Health and VMD in GB.
29. DARD is also responsible for monitoring and the enforcement of animal health and animal welfare legislation in NI.
30. In addition, DARD mirrors the official control activities of the PHSI in GB. More information on this function is provided in [Appendix E](#) which details the make-up of the UK's Plant Health Service.

Control activities

Feed

31. With regard to feed, DARD carries out those controls undertaken by local authorities, AHVLA and the VMD in GB. The AFIB is responsible for approving and registering feed businesses and for checks to ensure that they comply with the requirements of feed legislation, including the new feed hygiene legislation and that for medicated feeds, and GM organisms. AFIB also undertake inspection and sampling duties on behalf of DARD VS in relation to TSEs but the VS are responsible for approval of premises for the use of Processed Animal Protein (PAP).
32. A database of premises is maintained and enables inspection and sampling plans to be drawn up. Feeds produced by all manufacturers are subject to sampling and analysis determined on a risk basis taking into account various factors such as levels of production, previous history and nature of the product. The majority of samples of feed are analysed by the AFBI in line with a Sampling and Analysis Agreement drawn up between DARD and AFBI, but a significant number are also analysed by the Agricultural Analyst through specific targeted sampling surveys.
33. VS is responsible for the controls on feed imposed by the Transmissible Spongiform Encephalopathies Regulations (Northern Ireland) 2010.

Food

34. AFIB enforces food hygiene legislation⁸⁰ on behalf of the FSA in milk production units and approved liquid milk premises.
35. AFIB acts on behalf of the FSA in respect of enforcement of food hygiene legislation at egg production units and packing stations in NI.
36. DARD AFIB also enforces food hygiene legislation on behalf of the FSA on all other primary production units (except fish & shellfish which are the responsibility of the district councils).
37. VS-VPHP enforces food hygiene legislation SRM controls on behalf of the FSA in approved meat premises in NI, except meat product and stand alone meat preparation premises where enforcement is carried out by district councils.

Imported feed and food

38. With regard to imported feed and food, controls include documentary checks on manifests, identity checks on consignments/containers and physical checks, such as the taking of samples for analysis and/or examination. The level, focus and frequency of these controls is risk based and informed by various factors, such as EU safeguard measures, RASFF notifications and local intelligence and priorities. Enforcement of imported food controls by inland district councils is carried out as part of their range of food law enforcement responsibilities. This will include examination of foodstuffs during the course of food premises inspections, routine and programmed sampling and analyses, and responding to food complaints or concerns.
39. BIPs control activities on imported feed and food of animal origin include:
 - the checking of manifests to confirm that POAO have been correctly notified;
 - documentary checks, including the examination of veterinary certificates accompanying a product;
 - identity checks by visual inspection to ensure that documents provided for veterinary inspection tally with the product;
 - and physical checks on products, including sampling and laboratory testing.
40. Information regarding non-compliant products and the onward movement of third country products from BIPs is passed to control authorities in other Member States using the TRACES computer system.

⁸⁰ More information on this legalisation is available at:
food.gov.uk/foodindustry/regulation/hygleg/

Animal health and animal welfare

41. Animal health and animal welfare control methods differ according to which area is being covered and instructions for VS staff are available for each area. Resources are allocated on the basis of control priorities and the degree of risk. Risk registers are maintained by the VS and by the Animal Health and Welfare Division.
42. The VS is responsible for:
 - delivering Government policy on animal health and animal welfare. It conducts surveillance for endemic statutory diseases and the majority of VS work is focussed on the prevention, detection and management of animal diseases in livestock. This helps to support the livestock industry and allow it to continue to compete internationally. It also protects the human food chain;
 - protecting public health by administering and delivering agreed policies for public health, such as controlling bovine TB through herd testing, culling and other measures;
 - preventing outbreaks of exotic animal disease by controlling the disease on the ground and implementing agreed control measures.
 - a programme of inspections and sampling to ensure the welfare of animals. This includes checking farms, markets and animal during transport and at abattoirs to ensure that conditions are appropriate and that animals are not suffering cruelty, or unacceptable levels of stress or discomfort.
 - import controls at BIPs.

Compliance with requirements in Regulation 882/2004

Control procedures

Feed and food

43. DARD AFIB Feed Procedures⁸¹ are closely aligned with the Feed Law Code of Practice that has been issued in GB (see [Appendix K](#)). The procedures are electronically available to all staff involved in official feed controls via the DARD intranet. These instructions cover the enforcement of feed legislation on a range of businesses including importers, hauliers, feed mills, distributors and farms and include instructions and reporting forms for audits and sampling control activities. The procedures are reviewed and updated regularly using a controlled document issue procedure and their publication on the DARD intranet ensures the most up-to-date version of any document is available for inspectorate staff.

⁸¹ Regulation (EC) No. 1831/2003 of the European Parliament and of the Council laying down requirements for feed hygiene. Official Journal L35, 8.2.2005, 1-22.

44. AFIB works in accordance with the principles of the Food Law Code of Practice (NI) and associated Practice Guidance⁸² in relation to enforcement in milk processing establishments. It also has documented Operating Instructions (similar to those used by AHVLA) which are electronically available to all staff involved in official controls. These instructions cover the enforcement of food hygiene legislation on dairy farms and in processing plants. Operating instructions for sampling are also documented. These are reviewed and updated regularly using a controlled document issue procedure. They are published on the DARD intranet.
45. The AFIB has Operational Guidance that sets out the tasks and procedures to be followed by its inspectors. This includes information on the frequency of controls, use of equipment and the arrangements for reporting the outcome of official controls, and action in the case of non-compliance. A comprehensive reporting system is also in place, covering all inspections from production, packing and retail establishments.
46. The VS-VPHP has in place an MOC similar to that of FSA (see Appendix B).

Animal health and animal welfare

47. Detailed guidance regarding tasks to be undertaken, along with roles and responsibilities for VS staff and veterinary contractors, is provided as Staff Instructions via DARD's Intranet and Document Management System. This is updated continuously to reflect current policy instruction. This documents all procedures to be undertaken for the recording and reporting of required official controls. Instruction is provided on the necessary action to be undertaken when non-compliance is identified and enforcement is required.

⁸² Copies of the Code and Guidance are available at:
food.gov.uk/multimedia/pdfs/nicop0412.pdf and food.gov.uk/multimedia/pdfs/nicopp1012.pdf

Appendix D - Animal Health and Veterinary Laboratories Agency (AHVLA)

Roles and responsibilities

1. AHVLA's key purpose is to support a healthy and sustainable farming industry across GB, and safeguard society from animal-related threats.
2. AHVLA has responsibility for maintaining and improving animal health and animal welfare and minimising the impact of animal health issues on public health. AHVLA controls and manages outbreaks of animal disease by providing advice on disease prevention and maintaining a state of readiness to deal with animal health emergencies. In addition to this, AHVLA implements and monitors enforcement of national and EU legislation in all of the areas detailed above. AHVLA also provides advice on requirements for importing and exporting animals, facilitates this trade and inspects live animals and certain animal products at BIPs.
3. With regard to feed, AHVLA is responsible for ensuring compliance with the prohibition on the use of most animal proteins in ruminant feed and PAPs in farm animal feed under a combination of measures covered under both the TSE and the ABP Regulations. These Feed Ban requirements are part of a range of measures to guard against TSEs and exotic notifiable diseases. Detailed information is available at:
animalhealth.defra.gov.uk/about/publications/forms/tse-guide.pdf
4. The requirement to protect public health underpins many of the activities of AHVLA and much of its resource is spent administering and delivering agreed policies for public health, such as controlling bovine TB through herd testing, culling and other measures.
5. AHVLA conducts surveillance for endemic statutory diseases and the majority of Animal Health work is focussed on the prevention, detection and management of animal diseases in livestock.
6. AHVLA is responsible for a programme of inspections and sampling to ensure the welfare of animals. This includes checking farms, markets and animals during transport and responding to checks at abattoirs to ensure that conditions are appropriate and that animals are not caused unnecessary suffering, or unacceptable levels of stress or discomfort. Welfare at abattoirs is checked by Official Veterinarians (OVs) - previously Official Veterinary Surgeons (OVSs) working for the FSA. The FSA would report a suspected on farm welfare problem to AHVLA for risk assessment and possible on farm investigation.
7. AHVLA staff carry out checks at live animal BIPs, and at ports that only handle ABP, on third country imported animals health status and welfare.

8. In fulfilling its responsibilities AHVLA works closely with its delivery partners and stakeholders (farmers, local authorities, private veterinary surgeons, market operators, transporters, slaughterhouses and many other groups, as well as the general public) to maximise the effectiveness of Government animal health and welfare policy.
9. Detailed information on the control activities of AHVLA is available at: defra.gov.uk/ahvla/about-us and defra.gov.uk/ahvla/files/customer-service-standards.pdf

Feed

10. AHVLA carries out a risk-based programme of inspections based on inspection requirements in Regulations (EC) 999/2001 and (EC) 882/2004. Surveillance for illegal use of catering waste and diversion of organic fertilisers and soil improvers into animal feed are also covered in this programme. The programme called the National Feed Audit (NFA) covers feed businesses throughout the animal feed chain including at import, production, haulage, storage and at end-user premises. Samples of feed ingredients and manufactured feeds are collected and analysed by the NRL for the presence of animal proteins. On finding animal proteins in animal feed, an investigation is conducted to determine whether the findings breach the TSE Regulations. If a breach of the TSE Regulations is likely to have occurred, further investigations are initiated to determine the cause and extent of the breach.
11. Approximately 2,500 feed businesses are inspected and 5,600 samples are collected annually in the NFA programme. Detailed information, including monthly summary reports, on the NFA is available on AHVLA's website at: animalhealth.defra.gov.uk/keeping-animals/caring/illegal-feeding/index.htm
12. AHVLA has a role in inspecting and approving establishments to use restricted proteins like fishmeal in non-ruminant feed production and to permit finished product containing these restricted proteins to be used on farms with ruminants present.
13. Prosecutions are the responsibility of local authorities, although there is provision in the legislation for Agriculture/Rural Affairs Departments to take on prosecutions in particular cases. However, in the event of an infringement, AHVLA will usually advise and assist local authorities (normally Trading Standards Departments) and may serve Notices to prevent the movement of ruminant animals or animal feed and require the recall or destruction of suspected feed. For incidents involving TSE-susceptible animals, which have had access to feed material containing banned animal proteins, risk assessments are completed by AHVLA to inform decision-making on the fitness of animals, which have had access to such contaminated feed, to enter the food chain.

Animal health and welfare

14. To carry out the official controls required for animal health and animal welfare, AHVLA has agreed working arrangements with Local and Unitary Authorities; the Devolved Administrations, HMRC/ UKBA, the Royal Society for the Prevention of Cruelty to Animals (RSPCA)⁸³ and others.
15. In undertaking these controls, AHVLA will carry out its responsibilities and functions in the case of detecting and responding to any outbreak of endemic or exotic animal disease, within its remit and detailed in Departmental contingency plans. The contingency plan includes an overarching plan for dealing with a range of endemic and exotic animal diseases as well as plans for responding to specific notifiable diseases including Foot and Mouth Disease, Avian Influenza, Rabies and Bluetongue as set out below:
 - respond promptly to all notifications of suspect TSE (scrapie and BSE) in order to identify, trace and restrict suspects, offspring and cohorts as required; implement statutory controls on flocks and herds with confirmed cases of scrapie;
 - complete routine surveillance programmes to issue movement restrictions and test high risk animals for endemic disease and to review testing interval for TB in line with relevant EU legislation;
 - conduct agreed surveillance programmes to monitor, assess and record current standards of animal welfare where farmed livestock are kept, moved or gathered, provide support to other agencies in relation to enforcement activities;
 - reduce risk to public health arising from residues in animals as agreed with VMD;
 - reduce risk to public health from contamination of animals or their products as directed by the FSA;
 - reduce risk to public health from various poultry diseases by recording, investigating and by implementing the requirements of the zoonoses legislation;
 - inspect and test animals at BIPs. The results of veterinary checks are recorded in TRACES and manual returns are also kept;
 - risk based post-import checks (checks at destination) of EU origin animals;
 - make inspections visits to animal products BIPs to ensure they are maintained and operated in accordance with EU legislation;
 - issue export health certificates (EHCs) and carry out reconciliation and audit of returned EHCs by OV's to monitor and assess standards of certification;
 - approve animal by-product premises;
 - investigate promptly all cases of suspect notifiable diseases and to take appropriate measures for control, eradication and prevention including delivery of planned serological surveys;
 - implement artificial breeding controls;
 - enforce livestock movement controls and liaise with the BCMS;
 - ensure compliance with legislation relating to animal gatherings.

⁸³ More information on the RSPCA is available at: rspca.org.uk

16. A full list of exotic diseases is included in the plan which is available on Defra's website at:
defra.gov.uk/animal-diseases/controls/

Egg hygiene

17. The principal control activities are registration of production premises (egg production units – which AHVLA inspects on behalf of the FSA), inspection of premises, animals, records and enforcing satisfactory standards. AHVLA also provides guidance and advice to businesses on compliance with the legislation.
18. FSA in Scotland appoints Scottish Government officers from SG RPID to be authorised officers under relevant domestic legislation to enforce primary production egg hygiene requirements.

Compliance with requirements in Regulation 882/2004

Control procedures

19. Detailed guidance regarding tasks to be undertaken, along with roles and responsibilities for AHVLA staff and veterinary contractors, is provided by means of operating instructions referred to as the Operations Manual. The various chapters within the Operations Manual are available to AHVLA staff via the local intranet facility. This is updated continuously to reflect current policy instruction. This documents all procedures to be undertaken for the recording and reporting of required official controls. Instruction is provided on the necessary action to be undertaken when non-compliance is identified and enforcement is required.
20. Formal enforcement including prosecution is entrusted to local authorities in almost all the legislation in which AHVLA staff are involved. In some cases (for example, where it may involve an area of national interest) investigation and enforcement may be carried out by the Defra Legal Investigation Branch.
21. When contraventions have been reported to local authorities, the outcome of their actions must be reported to senior management within local AHVLA offices. If a senior manager considers that the local authority is taking too lenient a line, they would discuss the matter with the local authority. If this approach to the local authority fails to achieve an improvement, the local senior manager would escalate further. Enforcement activity undertaken by local authorities in England and Wales is recorded on the AMES database. AHVLA, Defra, Welsh Government and RPA all have read only access to this database.
22. AHVLA has guidance in place giving the tasks and procedures to be followed by its egg hygiene inspectors. This includes information on the frequency of controls, use of equipment, arrangements for reporting the outcome of official controls, and action in the case of non-compliance. A similar system of

operational guidance is in place for SG AFRC. These are reviewed and updated regularly where changes in the processes are required.

Reporting arrangements

23. All required information is recorded on a number of IT systems developed for AHVLA. Reports are regularly extracted from data supplied providing results for both national and local requirements. Operational reports are produced on a monthly basis for all AHVLA activity and targets (referred to as Performance Standards). These reports are shared internally within AHVLA and externally with Food and Farming Group in Defra and to the Devolved Administrations. Shortfalls in delivery are discussed and remedial action plans are developed to ensure that any shortfall in control visits is rectified. An Annual Report is produced giving details of targets and accounts, which is posted on the AHVLA website for general access.

Monitoring and audit of control activities

24. Information about AHVLA's assurance arrangements can be found in Chapter 6.
25. AHVLA staff undertaking official control activities are assessed annually as part of their staff performance assessment on the quality and consistency of the controls that they carry out.
26. AHVLA has a QA framework for the whole organisation, which describes how assurance is or will be provided across all of the agency's activities. This framework includes management checks of both field and office control activities. Work on further developing some of these arrangements is provided in Chapter 6.
27. AHVLA is working with its Internal Auditors and other bodies to develop a programme of audit work which will meet the requirements of its partners. Procedures are also being developed to ensure the audit process is transparent, subject to independent review and ensuring action is taken in response to audits in accordance with EU legislation.

Appendix E - UK Plant Health Service

Roles and responsibilities

1. The UK Plant Health Service is responsible for official controls in respect of measures to protect plant health set out in Council Directive 2000/29.⁸⁴ The Service comprises a number of units which co-operate together to provide plant quarantine and plant certification services in the UK. Details of the individual units are explained below.
2. Defra's Plant Health Policy Programme is the EU focal point for plant quarantine and plant certification policy in England and Wales except in relation to pests of forest trees and wood (for which the Forestry Commission is responsible - see below). It leads for the UK in international fora and is the 'Single Central Authority' for plant health under EU legislation. It issues scientific licences for work on prohibited pests and plants and phytosanitary certificates for some plant products.
3. Fera's PHSI carry out import, export, monitoring and survey inspections, issue phytosanitary certificates, and oversee import controls, plant passport arrangements and eradication campaigns. PHSI inspect and certify crops in relation to statutory and voluntary schemes. PHSI also carry out work on seed certification and enforcement for Defra's Plant Variety and Seeds Team.
4. Fera's Evidence and Analysis programme and the Pest and Disease identification programme provide scientific support to the Policy team in the formulation of policy and to PHSI in its execution. Its scientists assist UK representatives in international fora, carry out assessments of risks from particular pests and commodities in order to manage information on the Plant Health Risk Register, identify pests on samples submitted by PHSI and provide advice on interceptions and outbreaks. Fera also carries out a number of research and development projects linked to the needs of the UK Plant Health Service.
5. The Forestry Commission issues licences for scientific work on prohibited forest tree pests and plants and phytosanitary certificates for wood products and represents forestry interests in certain international fora. Forest Research, an Agency of the Forestry Commission, provides scientific advice on the control of pests and diseases, carries out pest risk assessments and provides an identification service for pests and diseases intercepted at points of entry or at forest survey sites. It is also the official forest tree testing station for GB and represents forestry interests in certain international fora.

⁸⁴ Council Directive 2000/29/EC on protective measures against the introduction into the Community of organisms harmful to plants or plant products and against their spread within the Community. Official Journal L169, 10.7.2000, 1-112.

6. The Scottish Government's Agriculture, Food & Rural Communities (AFRC) Directorate is responsible for plant health issues⁸⁵ within Scotland, except those in relation to pests of forest trees and wood. The Scottish Government provides policy advice on plant health, plant and seed certification, and plays a major part in UK representation on matters relating to seed potato certification.

Control activities

7. Plant Health and Seeds Inspectors (in England and Wales) and their equivalents in Scotland and NI carry out inspection of imports and exports, as well as general surveillance and monitoring of growing crops and other articles moving in trade. Inspections are structured according to the risk presented by any given commodity being imported or plant being grown. Community legislation requires the carrying out of specific surveys for a large number of pests and diseases. This work is arranged according to the timetable required for submission of results. Some of this survey work is specified by legislation creating Protected Zones, for example NI has protected zone status for Rhizomania, Colorado Beetle and Fireblight and therefore DARD is required to undertake surveys for such pests and diseases.
8. In Scotland, divisions within AFRC, namely inspectors in the Rural Payments and Inspections Division and the Horticulture & Marketing Unit in Science and Advice for Scottish Agriculture (SASA), conduct plant health controls including import and export inspections, plant passporting, issue of phytosanitary certificates, monitoring inspections, surveys and eradication campaigns. They also carry out crop and produce inspections for statutory and voluntary certification schemes. SASA⁸⁶ provides scientific support by carrying out laboratory testing and pest identification and providing advice on monitoring, interceptions and outbreaks. SASA issues licences for scientific work on prohibited pests and plants in Scotland and operates the Seed Potato Classification Scheme for Scotland and the UK Potato Quarantine Unit. The Scottish Government main offices and SASA are in Edinburgh, with RPID Area Offices located throughout Scotland.

Priorities

9. In the plant health sector control priorities are determined according to the risk posed by pests and diseases and resources allocated accordingly. A Plant Health Risk Register⁸⁷ was commissioned in 2013 and published in early 2014. This addresses the risks from nearly 700 pests. The disease caused by the fungal pathogen *Phytophthora ramorum* was a high priority within the UK for several years; more recently Ash dieback caused by *Chalara fraxinea* and other tree health threats have had high priority but this does not prevent the

⁸⁵ scotland.gov.uk/Topics/farmingrural/Agriculture/plant/PlantHealth

⁸⁶ scotland.gov.uk/Topics/farmingrural/Agriculture/plant and www.sasa.gov.uk

⁸⁷ fera.defra.gov.uk/plants/plantHealth/pestsDiseases/riskRegister.cfm

allocation of resources to other pests and diseases deemed to be important for the UK or the EU.

10. In respect of new and evolving threats, interceptions of pests and diseases arriving with imports trigger the preparation of pest risk analyses to determine the level of threat to the UK or the wider EU and what control action may be needed to mitigate those threats. These are considered through a process of consultation involving all parts of the Plant Health Service and then by inviting views from industry and the public. The outcome of this consultation process leads to decisions about action to be taken in respect of each pest and disease. This information is now considered as part of the risk register process.

Compliance with requirements in Regulation 882/2004

Monitoring and audit of control activities

11. The Plant Health Service prepares a business plan, usually on an annual basis, which includes targets for numbers of inspection and a range of other activities. Progress against these targets is monitored by senior managers every quarter and decisions taken about adjustment of targets or re-allocation of resources as appropriate.
12. The SG AFRC and DARD each have business plans which are regularly monitored by managers. Work undertaken by Inspectors is recorded on a Time Recording System and on specific plant health databases.

Documented procedures

13. Plant Health and Seeds Inspectors all use SOPs which contain detailed advice on the full range of their activities. Where appropriate guidelines for EU and National Inspectorates drawn up by the FVO on inspection of plant products is reflected in these SOPs.
14. SG ARFC inspectors have access to on-line guidance in addition to the usual operational manuals. All guidance is reviewed regularly to ensure that it remains correct.
15. DARD inspectors have operating instructions for potato plant health and horticulture plant health. These are reviewed regularly and modified as the need arises.
16. Forestry Commission inspectors all work to the EU vade-mecum on inspections of wood and wood products and they are also issued, when these are not covered by the vade-mecum as appropriate, with instructions on specific aspects of their work.

Reporting official control results

17. Plant Health and Seeds Inspectors in England and Wales report the outcome of their inspections using the Domero database, which is the PHSI's information and work recording system for all plant health import and export activities in England and Wales. This communicates the results to their senior officers and to the laboratory, who between them decide on further action.
18. In NI DARD inspectors complete written inspection reports which are transferred onto a database, held centrally and available to managers. Separate databases are used to record results of Potato cyst nematode and wart disease test results. Databases are currently being updated and linked to a Geographic Information System which is used to provide maps of disease locations. Similar arrangements apply in Scotland.
19. Forestry Commission inspections are recorded on a Certificate of Clearance issued to importers for presentation to customs and kept on a central database. In cases of non-compliance, details are recorded on the Statutory Notice served on the importer, which details the action to be taken and kept on the central database. Where laboratory analysis is required, this is documented separately.

Appendix F - Bee Health

Roles and responsibilities

1. Bee Health policy is administered by Defra in England, the SG AFRC in Scotland, the Welsh Government OCVO in Wales, and DARD in NI. The NBU is delegated under contract to deliver the bee health programmes in England and Wales. In Scotland, delivery is undertaken by the Directorate's Bee Inspectors and in NI by DARD's agriculture inspectors. Additionally, the AHVLA is responsible for carrying out controls of bee imports from outside the EU at designated BIPs.
2. The Government funds bee health programmes to control the spread of notifiable pests and diseases of honey bees and to identify and manage the risks associated with new pests and diseases that may be introduced into the UK, thus protecting colonies for the pollination of commercial crops and wild plants as well as honey production. In addition, the programme protects consumers by minimising the risks of residues in harvested honey entering the food chain through the illegal or unauthorised use of medical treatments for honey bee pests and diseases. This is completed under statutory residue monitoring programmes for foodstuffs including honey.

Control Activities

3. Bee Health measures undertaken include colony inspections for notifiable pests and diseases; diagnostics; treatment or destruction of infected colonies; veterinary checks on imports; applied research; and education of beekeepers aimed at encouraging more self-sufficiency in the apiculture sector.
4. In terms of control methods and techniques used, colonies infected with American foul brood are destroyed while those infected with European foul brood may be destroyed or treated depending on the level of infection.
5. AHVLA officials are responsible for carrying out official controls of bee imports from outside the EU at BIPs. Bee inspectors and NBU staff are empowered under veterinary legislation to ensure that importers comply with EU post import requirements aimed at reducing the risk of introduction and spread of notifiable exotic bee pests, as well as being responsible for assessing the health status of bees prior to export from the UK.
6. The NBU, Bee Inspectors in Scotland and DARD Bee Inspectorate also collect honey samples on behalf of the VMD under Council Directive 96/23.⁸⁸ The samples are analysed by the Food Science Group at Fera.

⁸⁸ Council Directive 96/23/EC on measures to monitor certain substances and residues thereof in live animals and animal products. Official Journal L 125, 23.5.1996, 10-32.

Control priorities and risk categorisation

7. The inspection programme in England and Wales is undertaken on a risk-basis, concentrating principally in areas where notifiable diseases (American foul brood and European foul brood) are known to be present and where colony density is high. A surveillance programme for notifiable exotic pests (small hive beetle and tropilaelaps mites) focuses on apiaries in areas considered most at risk of an introduction. The Scottish Government have implemented an annual voluntary honey bee health surveillance programme establishing base line information on bee health status throughout Scotland.

Compliance with requirements in Regulation 882/2004

Control procedures

8. Inspection procedures are stipulated in GLP SOPs.

Reporting arrangements

9. All inspection activity is recorded and monitored through the NBU database, BeeBase, which has been specifically developed for the management of the statutory Bee Health Inspections Programme. Management information, monthly and quarterly reports against performance indicators are regularly extracted from BeeBase and the Fera financial and accounting IT systems. The data on the inspections programme are available to stakeholders on the Beebase website.

Monitoring and audit of control activities

10. NBU activities are subject to review and audit by both Fera's QA Department and the UK GLP Monitoring Authority.
11. Field work undertaken by bee inspectors employed by Fera is checked periodically (spot checks) by Regional Bee Inspectors (RBIs) to see how targets are being met. RBIs also maintain at least weekly contact with their teams and report regularly to the NBU's National Bee Inspector. Outcomes of field visits are recorded and all results logged on NBU's beekeeper database. Checks on visits and laboratory diagnosis are made regularly by the NBU's Field and Laboratory Managers. Laboratory diagnosis checks are carried out daily. In NI, the area Bee Inspectors are supervised by the Senior Bee Inspector on an on-going basis. In Scotland the Lead Bee Inspector forms part of the inspection team and monitors and supervises for the most part in the field.

Appendix G - Aquatic Animal Health

Roles and responsibilities

1. The Fish Health Inspectorate (FHI) of Cefas (on behalf of Defra and the Welsh Government), MS FHI, which is part of MSS and DARD FHI are responsible for the enforcement of the EU aquatic animal health regime in the UK. This includes statutory inspection, sampling and testing programmes at fish, shellfish and crustacean farms, investigation of disease outbreaks in wild and farmed fish, shellfish and crustacean stocks, enforcement of statutory disease controls and implementation of controls on the import and export of live fish, shellfish and crustaceans.
2. In delivering its responsibilities on aquatic animal health the Inspectorates work closely with stakeholders in the aquaculture industry, the ornamental fish trade, fishery managers and the relevant trade and representative associations. They provide an advisory service to the industry and the general public aimed at increasing the effectiveness of national aquatic animal health controls.
3. Cefas Inspectorate provides additional services to Defra and the Welsh Government, as well as other government bodies where these can be integrated into farm inspection programmes; this includes taking samples for veterinary medicines testing, assessing water pollution impacts on stock marketing from fish farms, screening for non-notifiable diseases, assessing current fish welfare status on farms and controlling non-native fish species.
4. MS FHI is also responsible for conducting the VMD sampling programme across finfish Authorised Production Businesses. MSS⁸⁹ also carries out a wide range of essential marine and freshwater aquatic animal health research and offers advice on aspects of production and disease control on behalf of MS.
5. In NI, AFBI provides specialist monitoring, diagnostic and research work on behalf of DARD and the FSA on fish and shellfish health, and shellfish hygiene respectively.

Control activities

Control priorities and risk categorisation

6. The principal functions of Cefas, MSS and DARD are:
 - the investigation of abnormal mortality incidents, control of notifiable diseases and the implementation of contingency plans for exotic and non-exotic listed diseases;

⁸⁹ scotland.gov.uk/Topics/marine/science

- the authorisation and monitoring of fish and shellfish farms including statutory inspection and sampling as required to maintain and improve the current health status of GB and NI under the EU aquatic animal health regime;
- the maintenance of the register of authorised aquaculture production businesses and the register of 'put and take' fisheries;
- the issue of import or export documents to the industry, and the monitoring of imports to support the high health status of the industry in GB and NI; and
- enforcement activities, principally to counter illegal fish imports.

Compliance with requirements in Regulation 882/2004

Control procedures

Cefas

7. There is an MoU between Defra and the FHI covering the Inspectorate's responsibilities and activities. An outline of the FHI work programme is set out in an Annex to the MoU.
8. An enforcement strategy is linked to annual enforcement plans with specific objectives.
9. The Inspectorate is working to improve quality standards across the range of its activities. Field Inspectors' competency is a requirement of UKAS accreditation, and a formal framework has been developed to ensure that inspectors receive adequate training and assessment in inspection tasks throughout their career. Cefas is accredited by UKAS under the ISO 17025 and ISO 9001 standards.
10. All inspection, sampling and disease diagnostic data are recorded on the Starfish database. This system contains a scheduling tool, which identifies all sites requiring particular types of inspection, and allows senior inspectors to create a schedule of visits for any given period. Each scheduled inspection is allocated a unique identifier which will apply to all work carried out in respect of that scheduled visit. The system generates all necessary paperwork for inspectors to carry on a particular scheduled visit. This allows all work carried out to be audited.
11. An access permissions system on the database ensures that users have access only to data essential for them to complete their work. For example all samples are blind tested within the laboratory to ensure that samples are treated in a uniform manner irrespective of any prior disease history on the site of origin. Access permissions also restrict the number of users able to input and edit particular data within the system.

MSS

12. MSS is accredited by the UKAS under the ISO 17025 and ISO 17020. Documented procedures and an internal audit programme are crucial components of the quality system.

AFBI

13. AFBI is the official laboratory for the monitoring of marine biotoxins, fish diseases and shellfish diseases on behalf of DARD in NI. There is an MOU in place between DARD and AFBI with an annually agreed work programme and an annual audit by DARD in respect of sampling and reporting procedures. AFBI is currently accredited by UKAS under the ISO 17025 and ISO 9001 standards

Reporting arrangements

Cefas

14. The Inspectorate produces quarterly reports to the Defra Aquatic Animal Health policy customer, outlining progress against targets documented in the MoU.
15. An annual report of Inspectorate activities and Citizens Charter compliance is published in Finfish News and Shellfish News (Cefas journals sent to the industry) and placed on cefas.defra.gov.uk/
16. Reports on all site inspections, sampling and testing are generated from the Starfish Database and sent to the farmers or other industry personnel to whom they apply. Farmers are also sent copies of all farm data held on this system to check any amendments made following inspections.
17. The database has a reporting system which enables the Inspectorate to generate summary data for customer reports, or reports on for example farmed fish production in a format suitable to the industry, which meet both Data Protection Act⁹⁰ and Freedom of Information Act⁹¹ requirements.

MSS

18. MSS staff have considerable experience in field experimentation and sampling in both the freshwater and marine environments, including ocean

⁹⁰ An Act to make new provision for the regulation of the processing of information relating to individuals, including the obtaining, holding, use or disclosure of such information legislation.gov.uk/ukpga/1998/29/contents

⁹¹ The Act provides a general right of access to all types of recorded information held by public authorities. This right is subject to certain exemptions most of which require case by case consideration of the balance public interest legislation.gov.uk/ukpga/2000/36/contents

going marine surveys. Most of the scientific programme MSS conducts is on behalf of MS.

19. Following inspections of all farms and other sites for disease control purposes where advice has been given or statutory action may be necessary, MSS Inspectorate will provide a follow-up letter within 10 working days. This will confirm in writing any points which were raised during the visit and any action which MSS or the SG AFRC require to be taken.
20. MSS inspectors will provide a clear and concise written report on the results of any tests undertaken. Where a notifiable disease is found in the sample, they will, wherever practicable, give a verbal report within one working day of the confirmatory test. This will be confirmed in writing within five working days. Where no notifiable disease is found in the sample, this will be confirmed within ten working days of the full results becoming available.

DARD

21. DARD FHI aims, objectives and targets are set out in the DARD Fisheries Division Annual Business Plan (Scorecard). Inland inspections are carried out in the presence of licensed/authorised fish farmers and signed off by the farmer and the inspector on site. Marine inspection reports are posted out to licensed/authorised fish farmers. Where any issues are identified, appropriate follow-up inspections are undertaken. The information is collated on a database which has the facility to generate reports. Farmers receive a signed copy of statutory testing reports relating to their enterprises.

Monitoring and audit of control activities

22. Senior fish health inspectors are responsible for monitoring progress of particular areas of work, and make reports at monthly Inspectorate meetings to advise inspectors of any need to re-assess progress or to target particular areas of work. In addition, DARD FHI are required to submit returns to monitor progress on achievement of targets set out in the annual corporate and business plan.
23. Individual inspectors' performances are assessed through internal workshops, validation inspections by senior inspectors, checks on paperwork and samples submitted to the laboratory for data inputting and testing respectively and through their reporting performance under the Citizens Charter.
24. The UKAS audits the MSS Quality System annually. An in-house audit team also conducts an audit programme covering document control, method documentation, facilities and environment, test observation and procedures as well as fish health inspector competency audits.

Appendix H - Rural Payments Agency (RPA)

Roles and responsibilities

1. The RPA Inspectorate conducts a range of farm, trade and technical inspections to ensure full compliance with the relevant UK and Community legislation.⁹²

Control activities

Food

2. With regard to beef labelling,⁹³ the RPA remit is to check that operators in England and Wales have in place the necessary records of a comprehensive traceability system, to ensure that beef in the supply chain can be traced back to the animals or group of animals from which it was derived. The RPA inspectors make the following checks:
 - that the operators have a recorded, documented traceability system in place which will enable the beef to be traced back to the animal(s) of origin;
 - within slaughterhouses and cutting plants, that the carcasses, cuts and boxes are labelled with the appropriate compulsory information as follows:
 - a traceability reference number or code;
 - the animals' country of birth and country(ies) of rearing; and
 - country of slaughter and cutting, with the approval numbers of the slaughterhouses and cutting plants;
 - in mincing plants, that all packs are labelled correctly; and
 - that the meat of bovine animals aged less than 12 months is classified with the appropriate category identification letter and labelled with the relevant sales description of the Member State.
3. The inspectors check whether there is non-UK beef on site and if so, whether it is correctly labelled with the appropriate compulsory information. The inspectors will also check whether the premises are on the list of operators approved to make voluntary labelling claims under the Beef Labelling Scheme. They check that the voluntary labelling is covered by a valid certificate of approval and make a note of all voluntary claims being made to

⁹² Some of these inspections are carried out under cross-compliance arrangements. Cross-compliance does not fall within the scope of Regulation 882/2004 on official controls. However, certain inspections and checks are carried out under cross-compliance, such as for cattle identifications, and are part of the overall animal health and welfare picture, and provide assurances of compliance with animal health and welfare rules.

⁹³ Information on the beef labelling system and how it operates in the UK is available at:
rpa.defra.gov.uk/rpa/index.nsf/0/85A11F090B05298D802574D50046D5DB

check whether additional, non-approved claims are being used. If any non-compliance is found, follow-up checks are made to the premises until the operator is compliant with the labelling requirements.

Animal health and animal welfare

4. The RPA carries out standalone statutory inspections under the bovine, sheep and goat records, identification and movement orders to ensure farmers and traders maintain appropriate records and conform to the animal identification and movement requirements. Inspectors check compliance by undertaking a physical inspection and examination of the livestock, records and supporting documentation to ensure a comprehensive traceability system is in place and therefore verify in the case of cattle the validity of the CTS.
5. Inspectors have powers to seize or amend cattle passports, take copies of records, place whole herd or individual restrictions on non-compliant animals and if necessary serve a notice to slaughter un-identified animals.
6. Checks are conducted to establish compliance against existing domestic or EU legislation – covering the areas of livestock identification and record keeping for cattle, sheep, goats and pigs, the use of plant protection products, feed and food law including dairy hygiene and TSEs. Non-compliances are assessed based on the severity, extent, permanence and repetition of the breach by the inspection officer. For accreditation purposes holdings are selected for inspection based on various risk factors, a random element is also selected.

Compliance with requirements in Regulation 882/2004

Control procedures

7. The RPA Inspectorate conducts inspections on over 50 different schemes, both in relation to animal health and cross-compliance. A service level or management agreement and detailed inspection instructions for each scheme are agreed with the relevant scheme managers in the RPA or Defra and published on internal websites. Details of the inspection instructions for the various livestock schemes the RPA Inspectorate is involved with can be found on the RPA intranet.

Reporting arrangements

8. The RPA Inspectorate have an arrangement with Defra to inspect and report back to the Meat Technical Scheme team on all beef cutting premises; particularly those not staffed by FSA Operations. These inspections are carried out at least once per year, but may also require several 'follow-up' inspections, where non-compliance is found; all inspections are based on being 'unannounced'. The Meat Technical Scheme team sends to Defra biannual reports, giving up-to-date information on inspection performance and rates of non-compliance.

9. All inspection activity is recorded and monitored on the RPA Inspectorates work flow monitoring, work profiling and quality control Information Management (IT) systems which have been specifically developed. Management information and reports are regularly extracted providing performance statistics, results and quality control analysis on a national, team and individual inspector basis. Development of a 'claim to pay' IT system by the RPA continues and allows inspectors to schedule tasks, provides electronic inspection report forms and other inspection functionality. An Annual Report is produced giving details of targets and performance, which is posted on the RPA website for general access.

Monitoring and audit of control activities

10. Details of audit systems are provided in Chapter 6.

Appendix I - Veterinary Medicines Directorate (VMD)

Roles and responsibilities

1. The VMD aims to protect public health, animal health, the environment and promote animal welfare by assuring the safety, quality and efficacy of all aspects of veterinary medicines in the UK. In particular, it is responsible for development and implementation of legislation on SFAs and medicated feedingstuffs and the enforcement of this legislation in GB. It is also responsible for post-authorisation surveillance of veterinary medicines under Directive 96/23/EC.

Control activities

Medicated feed and SFAs

2. The VMD Inspectors are specifically authorised under the Veterinary Medicines Regulations 2013⁹⁴ to inspect and approve manufacturers and distributors of SFAs⁹⁵, premixtures and feedstuffs containing SFAs and/or VMPs and retailers of certain restricted veterinary medicines. The inspectors also carry out routine audits of feedstuff manufacturers and distributors, (which include taking samples of feed for quantitative analysis), and conduct follow-up visits where serious non-compliance necessitates additional control activities. In England and Wales, the VMD delegates the inspection of fish farms that are authorised to manufacture medicated feed for use on their own fish to Cefas. The VMD has an SLA with Cefas which includes a detailed Specification of Requirements. The VMD delegates to accredited laboratories the task of analysing samples taken as part of routine inspections for the control of medicated feedingstuffs and SFAs (See [Chapter 3](#)).
3. The VMD has a risk-based approach for the inspection of Feed Business Operators (FeBOs). The risk assessment takes into account the inherent risk of the business based on its activities and the potential risk to animal and public health, and the nature and number of non-compliances, which also take into account compliance history. The maximum period between inspections for the lowest risk, fully compliant, feed businesses will not exceed four years.
4. The VMD has commissioned a research project to develop a biosensor for detecting antimicrobial growth promoters (AGPs) in feedingstuffs. The screening method has been successfully developed for nine AGPs, although the level of quantification for two AGPs is above the target level of 2mg/kg. It

⁹⁴ SI 2013/2033.

⁹⁵ SFAs include coccidiostats, histomonostats and all other zootechnical additives except digestibility enhancers, gut flora stabilisers and substances incorporated with the intention of favourably affecting the environment.

is not planned to use this at this stage at field tests. However, the VMD has a sampling programme in place to test feed samples for antimicrobial growth promoters by conventional methods.

5. In addition AHVLA who carry out official duties of health monitoring in establishments, has an agreement with the VMD to report irregularities. Banned antibiotic growth promoters have been highlighted for special attention, for example. A MoU between the VMD and AHVLA formalises this arrangement.
6. The VMD and NAP have a MoU in place that includes details of banned substances and substances of interest to the VMD and Local Authorities.

Veterinary residue surveillance

7. The VMD is responsible for the operation of the residue surveillance programme in GB (DARD fulfils this role in NI). It drafts the UK National Residues Control Plan each year and submits it together with the previous year's surveillance results to the Commission. Sample numbers are split on the basis of production between GB and NI. The operation of the programme involves sample collection, sample analysis and follow-up action on positive results. Sampling is targeted according to criteria set out in Commission Decision 98/179/EC.
8. Samples are collected by the following bodies under terms (including KPIs) set out in SLAs or Memoranda of Understanding (MOUs): AHVLA, FSA, Cefas, MS and the NBU. The number of samples taken is based on throughput in accordance with the levels set out in legislation. Samples are analysed for residues of veterinary medicines and contaminants in line with the minimum requirements laid down in the legislation. Follow-up investigations are undertaken at farms where residue positive animals/animal products have been produced. Checks on the farmers' records of veterinary medicine usage are carried out on 1,500 farms a year. Sampling of suspect animals and carcasses, and intensified checks are also provided for in the legislation and used when appropriate.
9. Analytical work for the National Surveillance scheme is carried out by Fera; the VMD has an SLA with Fera which includes a detailed Specification of Requirements. Fera is responsible for analysis of samples and reporting results to the VMD. The laboratory uses analytical methods accredited to ISO 17025 and Commission Decision 2002/657. Fera is subject to independent audits which are carried out annually.

Compliance with requirements in Regulation 882/2004

Control procedures

Registration and approval of establishments and intermediaries

10. FeBOs manufacturing or mixing SFAs or VMPs into premixtures or feedingstuffs, and distributors dealing with these products are required by UK law to be approved by the VMD in GB and by DARD in NI and inspected regularly to ensure compliance with legislative requirements. The VMD keeps a register of all approved manufacturing establishments and distributors throughout GB. Those establishments manufacturing SFAs that additionally manufacture authorised premixes are inspected and approved under Good Manufacturing Practice (GMP) by either the VMP's GMP Inspection Team or the Medicines and Healthcare Regulatory Authority⁹⁶ on behalf of the VMD.

Medicated feed and SFAs

11. The VMD inspectors work in accordance with documented SOPs which set out the procedures for undertaking official inspections, including sampling and dealing with non-compliance and infringements. They also cover reporting requirements which provide that all businesses inspected by the VMD receive a report of the findings. The SOPs are part of the VMD's Quality Management System.

Residues surveillance

12. Field instructions/SOPs/operation manuals setting out how controls should be carried out are in place for each of the bodies that undertake work for the VMD as part of the National Surveillance Scheme. These are reviewed and updated on an annual basis or more frequently where changes in the processes are required. Surveillance results are sent out monthly to all operators of processing plants and farmers/producers who have had animals/animal products sampled and include negative results and details of the sample type, date of collection and residue detected where samples test positive. Results of the previous year's surveillance programme are reported to the Commission each year by 31 March of the following year. An Annual Report is also published by the independent VRC, which oversees the surveillance work.

⁹⁶ More information on the Medicines and Healthcare products Regulatory Agency is available at: mhra.gov.uk/home/idcplq?IdcService=SS_GET_PAGE&nodeId=5

Appendix J - Chemicals Regulation Directorate (CRD)

Roles and responsibilities

1. The aim of CRD is to protect the health of human beings, creatures and plants, safeguard the environment and secure safe, efficient and humane methods of pest control, by controlling the sale, supply, storage, advertisement and use of pesticides. CRD aims to monitor pesticides use and limit illegal use by taking appropriate enforcement action. Additional information on CRD's responsibilities is available at:
pesticides.gov.uk/corporate.asp?id=211

Control activities

Pesticide residue monitoring

2. CRD is the competent authority responsible for the monitoring of pesticide residues in food (PRiF) and drink in the UK and any consequential enforcement action. It drafts the UK national pesticide residues monitoring plan each year and is responsible for the submission of the results of both the annual European harmonised residues monitoring programme and the national programme to the Commission in the following year, in line with the Commission's prescribed timetable.
3. The regulation of the approval and use of pesticides in the UK is tightly controlled. This regulatory framework is backed up by a substantial programme of residues testing, which is overseen in the UK by PRiF.
4. The PRiF is comprised of independent experts who advise the government departments responsible for administering the monitoring programme. Members include experts on the effects of chemicals on people, people with knowledge of food production techniques and people who have a general interest in food safety issues.
5. The PRiF's remit is to advise UK government Ministers and the Director of CRD and the Chief Executive of the FSA on:
 - the planning of surveillance programmes for pesticide residues in the UK food supply and the evaluation of the results; and
 - procedures for sampling, sample processing and new methods of analysis.

The Committee is also required to make its findings and recommendations available to Government, consumers and the food and farming industries in a comprehensive, understandable and timely way. More information about the PRiF can be found at

pesticides.gov.uk/guidance/industries/pesticides/advisory-groups/PRiF

6. Monitoring provides information to check that the residue levels found are within those expected from normal use of the pesticide and checks that maximum residue levels (MRLs), which are legal trading levels, are not breached for both imported and home-produced food. The operation of the programme involves sample collection from various points in the supply chain and sample analysis. Follow-up action is also taken based on any infringements identified in the monitoring programme, including MRL exceedances, non-approved uses and unexpected residues. Depending on the specific circumstances, follow-up action may take one or more of the following forms:
- writing out to the parties concerned to warn of a breach of the controls and to seek explanations;
 - repeat sampling to identify further or consistent breaches;
 - naming of those parties responsible in published reports issued by the PRiF;
 - formal investigation in preparation for enforcement action, including the issuing of enforcement notices and taking prosecution action.

Control priorities

7. CRD carries out monitoring of both UK- and EU-produced and imported food for pesticide residues. Monitoring control priorities are:
- to check that human dietary intakes of residues in foods are within acceptable levels;
 - to check that residues do not exceed the statutory MRL; and
 - to back up the statutory approvals process for pesticides by checking that no unexpected residues are occurring in food.

Priority categorisation

Monitoring

8. Currently the priority of surveying particular foods is risk-based, dependent on the evidence of incidence of pesticide residue problems and dietary importance and the risks to consumers from any non-compliant findings. But a high importance is also attached to compliance with European harmonised obligations for pesticide residue monitoring in food and drink.

Enforcement

9. UK pesticide enforcement is targeted, proportionate and risk-based. The overall aim is always to protect the health of consumers by following up adverse findings or evidence of misuse of pesticides. The results of enforcement action are fed into cross-compliance checks.
10. Local and port health authorities and BIPs (see [Appendix K](#)) may conduct their own surveillance of pesticide residues, referring to CRD, in consultation with the FSA, for consumer risk assessments. Where a food safety concern has been identified, these authorities are empowered to take enforcement

action under general food safety legislation. Local authorities have an obligation to send returns on such food related incidents to FSA.

Compliance with requirements in Regulation 882/2004

Control procedures

11. For CRD staff involved in the surveillance programme, there are SOPs for administrative tasks including follow-up action on results. For sample collection agencies and laboratories, all procedures are formalised in a contract or SLA which includes an annual work plan. This may be supplemented by written exchanges which detail changes to the specification. All contracts are reviewed annually but can be subject to amendment in-year with the agreement of both parties. All official laboratories are required to work in accordance with the current European Analytical Quality Control Guidelines (currently SANCO/12495/2011). These guidelines are supplemented with additional guidance on procedures which CRD reviews quarterly with the official laboratories.

Reporting arrangements

12. CRD publishes full details of the results of all monitoring activities on a quarterly basis. The results of certain higher risk surveys are published monthly. An annual report collating the main findings is produced. Suppliers who fail to comply with MRLs receive direct notification of the full results. Results are available on the PRiF web site. The UK also provides a return to the European Commission with regard to the results of national participation in the co-ordinated pesticide residue monitoring recommendation and the overall results of the UK's national monitoring programme. The Commission publishes collated results for all Member States. The results of specific enforcement programmes are published via the CRD website at: pesticides.gov.uk/guidance/industries/pesticides

Appendix K - Local and Port Health Authorities

Roles and responsibilities

1. Local authorities throughout the UK are responsible for monitoring and verifying compliance with, and enforcing the requirements of, the main body of food law. In GB, this includes local authorities at sea- and airports that are responsible for checking imports of food of non-animal origin at points of entry into the Community, and at BIPs for checks on food of animal origin. In NI, district councils (the equivalent to local authorities) are only responsible for checking imports of fish and fishery products (all other imported food of animal origin is the responsibility of DARD).
2. In GB, local authorities are also responsible for the enforcement of the main body of feed law (in NI, this function is undertaken by DARD).
3. Local authorities in GB also have a role in delivering certain elements of central Government policy on animal health and animal welfare and in enforcing animal health and welfare rules. This includes inspections of farm premises, livestock markets and shows, slaughterhouses, and vehicles transporting live animals. It also includes enforcement of legislation covering disease control (including TSEs), animal identification, ABP, animal gatherings, livestock movements, and enforcement of certain animal welfare legislation, e.g. in relation to markets and transport.

Control activities

Feed and food

4. Local and port health authorities in the UK are responsible for a wide range of control activities. Their specific responsibilities vary (and will be set out in their local service delivery plans - see para 5) but together they provide a control framework which covers all stages of feed and food production, processing and distribution from 'farm to fork'. At primary production level, for example, local authorities in England and Wales are responsible for monitoring and verifying compliance with, and enforcing the requirements of the EU food hygiene legislation⁹⁷ (in NI, this is the responsibility of the AFIB of DARD, and in Scotland local authorities and SG RPID are responsible), and also the EU feed hygiene Regulation.⁹⁸ At other stages in the production chains, local authorities are responsible not only for monitoring and enforcing feed and food safety compliance but also for enforcing rules on labelling and

⁹⁷ Detailed information on this legalisation is available at:

food.gov.uk/foodindustry/regulation/hygleg/

⁹⁸ Regulation (EC) No 1831/2003 of the European Parliament and of the Council laying down requirements for feed hygiene. Official Journal L35, 8.2.2005, 1-22.

compositional standards. PHAs and some LAs provide controls for products entering the UK from outside the EU. Where local and port health authorities find non-compliance, they work with the business concerned in accordance with their policies and, where necessary, take formal enforcement action.

5. Each individual authority's planned control activities are set out in its service delivery plan. This includes:
 - the number of premises inspections/interventions programmed, an estimation of the number of revisits needed, and any targeted inspection activity that the authority intends to carry out;
 - an estimation, based on previous year's trends, of the likely demand on the service for dealing with complaints;
 - an estimate of the resource needed for businesses for which it acts as the Primary or Home Authority or originating authority, and responding to enforcing authority enquiries;
 - an estimation of the number of contacts from businesses regarding the provision of advice;
 - details of sampling programmes and an estimate of the number of samples that may be taken in relation to complaints; and
 - an estimation, based on previous year's trends, of the likely demand on the service in dealing with control and investigation of outbreaks and food related infectious disease.
6. A range of control methods are employed in fulfilling control functions. These include inspections/interventions of feed and food premises, inspections of feed and food itself, and sampling and chemical analysis and microbiological examination. Inspection/intervention frequencies are determined by reference to the inspection rating scheme in the relevant Food Law Code of Practice (see paras. 19 to 20). Businesses presenting a higher risk will attract more frequent inspection. It also, where necessary, requires follow-up action to ensure that issues of concern have been addressed. Authorities are involved in investigating complaints, control and investigation of outbreaks and food related infectious disease, and in providing advice to businesses.

Imported feed and food

7. At BIPs, control activities on imported POAO are carried out in accordance with Directive 97/78/EC⁹⁹ and Regulation 136/2004/EC.¹⁰⁰ This includes the checking of manifests to confirm that consignments have been correctly notified; documentary checks; identity checks and physical checks. Veterinarians are employed/ contracted by the local authority to carry out checks on POAO (other than fishery products) at BIPs. In NI, DARD has

⁹⁹ Council Directive 97/78/EC laying down the principles governing the organisation of veterinary checks on products entering the Community from third countries. Official Journal L 24, 30.1.1998, 9-30.

¹⁰⁰ Commission Regulation (EC) No 136/2004 laying down procedures for veterinary checks at Community border inspection posts on products imported from third countries. Official Journal L21, 28.1.2004, 11-23.

responsibility to undertake checks on POAO, with Belfast PHA having responsibility for fish and fishery products. Information regarding non-compliant products and the onward movement of third country products from BIPs is passed to the competent authorities in other Member States using the TRACES computer system.¹⁰¹

8. With regard to imported feed and food of non-animal origin, controls at points of entry also include documentary checks, random identity checks and as appropriate physical checks. The level, focus and frequency of these controls is risk-based and informed by various factors, such as the requirements of emergency safeguard measures, RASFF notifications and local intelligence and priorities.
9. Enforcement of imported feed and food controls by inland local authorities is carried out as part of their range of regulatory responsibilities. This includes examination of feed/food during the course of feed/food premises inspections, routine and programmed sampling and analyses, and responding to complaints or concerns.
10. For higher risk feed and food of non-animal origin where there is a known or emerging risk, Commission Regulation (EC) No 669/2009¹⁰² implements Article 15(5) of Regulation (EC) No 882/2004 as regards the increased level of official controls on imports of certain feed and food of non-animal origin. This requires that such feed and food enters the EU through designated points of entry that have minimum facilities for the official controls to be undertaken. Regulation (EC) No 669/2009 is implemented through national legislation (The Official Feed and Food Controls Regulations 2009) and, guidance for enforcers and importers. More information is available at: food.gov.uk/foodindustry/imports/banned_restricted/highrisknonpoao

Food contact materials

11. Controls are applied at designated first points of introduction on imports of melamine and polyamide plastic kitchenware from China and Hong Kong under Regulation (EU) No 284/2011, which are implemented by the Plastic Kitchenware (Conditions on Imports from China) Regulations 2011.

Recognition of natural mineral waters

12. In the case of natural mineral waters originating in Scotland, Wales and NI, the relevant local authority is responsible for granting Official Recognition.

¹⁰¹ TRACES - Trade Control and Expert System is an internet based service providing information on intra-Community movements and imports of live animals, animal products and germplasm for competent authorities, official veterinary surgeons and traders.

¹⁰² The list of products listed in Regulation ((EC) 669/2009 and the percentage of checks is amended by legislation on a quarterly basis.

Animal health and welfare

13. Most local authorities in England and Wales responsible for delivery of services in animal health and animal welfare are participating in the Animal Health and Welfare Framework (see [Chapter 4](#)) with Defra, AHVLA and the Welsh Government. Scotland has also developed a framework agreement; all, local authorities in Scotland are being encouraged to participate.
14. Local authorities are responsible for checking compliance with a wide range of animal health and animal welfare legislation including animal identification, animal movements and movement records, disease control, animal gatherings, animal welfare, ABP, bio-security and contingency planning.
15. Risk-based activities carried out to check compliance include visible presence at 'critical control points' such as markets and other licensed premises, selective visits and inspections to verify legislative compliance (including any records required) and out-of-hours checks (outside of normal specified operating hours, or subsequent days) at places such as markets (premises licensed for sale), slaughterhouses and premises licensed for collection of animals for slaughter or for further rearing or finishing. In addition, checks are carried out on vehicles transporting animals or animal products/waste.
16. Local authorities also respond reactively to referrals from other agencies such as AHVLA, the FSA and the RPA. They also respond to complaints from members of the public and non-governmental bodies such as welfare organisations and similar groups.
17. Local authorities also have a role in inputting data to the BCMS AMLS. They are responsible for the entry of movement data relating to sheep, goats, pigs and deer. Authorities have access to and can carry out checks on reported livestock movement information held on both the BCMS CTS and the AMLS system to ensure compliance with animal movement requirements.

Compliance with requirements in Regulation 882/2004

Control procedures - feed and food

Food Law Codes of Practice and Food Law Practice Guidance

18. All local and port health authorities with responsibilities for monitoring and verifying compliance with official controls and enforcement of food law must have regard to the instructions and criteria set out in the relevant Food Law Code of Practice – see [Chapter 4](#).
19. Local and port health authorities must follow and implement the provisions of the Codes that apply to them.

Code of Practice on Feed Law Enforcement and Feed Law Practice Guidance

20. With regard to feed, relevant local authorities (i.e. those in GB) are required to have regard to the Feed Law Code of Practice, which is supplemented by a Practice Guidance Document in England and Wales in carrying out their duties.
21. For consistency, in NI Practice Guidance has been developed for use by DARD (which carries out feed law enforcement in NI) and which incorporates the content of the Code for GB. The NI Feed Law Enforcement Guidance is available at:
food.gov.uk/multimedia/pdfs/feedlawguideni.pdf.
22. VMD, which also has feed law enforcement responsibilities, has SOPs for its inspectors which reflect the VMD's Enforcement Strategy, take account of the content of the Code for local authorities.

Framework Agreement on Official Feed and Food Controls by Local Authorities

23. This covers feed and food law enforcement services in local authorities throughout the UK and feed law enforcement services in GB. The Agreement is available at: food.gov.uk/enforcement/enforcework/frameagree.

BIP Manual

24. The BIP Manual provides guidance on implementation of legislation concerning checks on POAO imported from third countries. It covers both EU legislation and national rules applicable at BIPs and sets out the division of responsibilities and the procedures for the enforcement authorities carrying out veterinary checks.
25. In addition to regular updates of the BIP manual, any major changes in guidance and instructions are provided as Official Veterinary Surgeon (OVS) notes and sent to BIPs. The BIP manual and OVS notes are available at the following links:
gov.uk/government/uploads/system/uploads/attachment_data/file/209894/pb13707-bip-manual-130701.pdf
defra.gov.uk/animal-trade/imports-non-eu/enforcement-guidance.

Control procedures - animal health and welfare

26. Minimum standards of control procedures are set out for local authorities in England and Wales, within the Local Authority Framework, and this is discussed between regional AHVLA management teams and the relevant local authorities.
27. In Scotland each local authority has a service plan in place outlining activities for animal health and welfare. Included in these activities for local authorities are: enforcement policies/powers; procedures for authorising officers;

procedures for inspections and visits; procedures for dealing with complaints and complaint procedures; and procedures/plans in place for dealing with outbreaks of notifiable diseases. An agreed service plan forms an important part of the full implementation of the Framework.

Appendix L - National Reference Laboratories (NRLs)

Details of the NRLs appointed by the competent authorities in the UK are set out in the table below.

Analytical activity	Competent authority responsible for appointing the NRL	NRL	Arrangements to ensure NRLs operate in accordance with Article 33(2) and (3) of Regulation 882/2004	Quality control or management systems in place in the NRL	Arrangements for planning and conducting proficiency or ring tests during the period of the NCP
Feed and food NRLs					
Milk and milk products	FSA	AFBI, Agriculture, Food & Environmental Science Division, Newforge Lane, Belfast BT9 5PX	The MOU between FSA and AFBI takes account of requirements in Regulation 882/2004. The FSA meet regularly with AFBI to discuss how they are meeting the requirements of the Regulation/SLA.	AFBI has UKAS accreditation to ISO/EC 17025:2005, testing number 1279. This covers management systems and quality control of testing. Representatives attend the relevant annual workshop of NRLs and training courses organised by the EURL.	AFBI UKAS accreditation requires participation in both internal and external proficiency testing. Currently there are no plans to initiate ring testing for the enforcement laboratories for which AFBI are responsible.
Analysis and testing of zoonoses (Salmonella)	Defra For food aspects: FSA	AHVLA, New Haw, Addlestone, Weybridge, Surrey, KT15 3NB Food: PHE, Colindale Avenue, London NW9 5EQ	AHVLA operates according to the requirements of Regulation 882/2004. The contract between PHE and the FSA takes account of requirements in Regulation 882/2004. The specification document and regular meetings with FSA ensure NRL duties are fulfilled.	The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 & 1769) for an extensive range of tests. AHVLA is certified to BS EN ISO 9001:2008. This includes the provision of a range of specialist veterinary scientific services to the Government and other customers world-wide (Certificate No. LRQ 4000436). Additionally AHVLA holds GLP and GMP approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards. PHE is accredited to ISO 17025 and necessary EN/ISO standards for all micro-organisms relevant to the NRL function. PHE applies a total Quality Management system to all laboratory activities to meet the relevant standards equivalent to BS EN ISO 9000.	AHVLA participates in proficiency tests as required including those arranged by the EURL. The AHVLA Proficiency testing unit is an accredited Proficiency testing provider (audited by UKAS to ILAC G13 and ISO/IEC Guide 43). This Unit provides regular Proficiency testing schemes to other UK laboratories for salmonella. PHE will take part in/organise such activities as required by the EURL and organise UK ring trials or other initiatives for Official Control Laboratories (OCLs) as appropriate.

Monitoring of marine Biotoxins	FSA	AFBI Headquarters, Veterinary Sciences Division, Stoney Road, Belfast BT43SD, Northern Ireland.	MOU between FSA and AFBI takes account of requirements in Regulation 882/2004. The FSA meets regularly with AFBI to discuss how they are meeting the requirements of the Regulation.	Laboratory operates to ISO/EC 17025. Methods are UKAS accredited. Representatives attend the relevant EURL briefing and training courses.	AFBI participates in EURL ring trials, proficiency tests and the QUASIMEME Proficiency Scheme. ¹⁰³ As there are insufficient laboratories to conduct meaningful proficiency testing, the laboratories concerned participate in other proficiency schemes in order to maintain their accreditation.
Monitoring the viral and bacteriological contamination of bivalve molluscs	FSA	Cefas, Weymouth Laboratory, Barrack Road, The Nothe, Weymouth, Dorset, DT4 8UB	MoU between FSA and Cefas takes account of requirements in Regulation 882/2004. The FSA meets regularly with Cefas to discuss how they are meeting the requirements of the Regulation/contract.	Cefas operates to ISO/EC 17025. All methods are UKAS accredited. Representatives attend the relevant annual workshop of NRLs and training courses organised by the EURL.	Cefas take part in a shellfish-specific European Q A Scheme ¹⁰⁴ and EURL-organised ring trials. The NRL would take part in these under the current contract arrangements.
<i>Listeria monocytogenes</i> , Coagulase positive <i>Staphylococci</i> including <i>Staphylococci aureus</i> , <i>Escherichia coli</i> , including Verotoxigenic <i>E. coli</i> (VTEC) and <i>Campylobacter</i>	FSA	PHE, Colindale Avenue, London NW9 5EQ	The contract between PHE and the FSA takes account of requirements in Regulation 882/2004. The specification document and regular meetings with FSA ensures NRL duties are fulfilled.	PHE is accredited to ISO 17025 and necessary EN/ISO standards for all micro-organisms relevant to the NRL function. PHE applies a total Quality Management system to all laboratory activities to meet the relevant standards equivalent to BS EN ISO 9000.	PHE will take part in/organise such activities as required by the EURL and organise UK ring trials or other initiatives for OCLs as appropriate.
Antimicrobial resistance	FSA	PHE, Colindale Avenue, London NW9 5EQ	The contract between PHE and the FSA takes account of requirements in Regulation 882/2004. The specification document and regular meetings with FSA ensures NRL duties are fulfilled.	PHE is accredited to ISO 17025 and necessary EN/ISO standards for all micro-organisms relevant to the NRL function. PHE applies a total Quality Management system to all laboratory activities to meet the relevant standards equivalent to BS EN ISO 9000.	PHE will take part in/organise such activities as required by the EURL and organise UK ring trials or other initiatives for OCLs as appropriate

¹⁰³ More information on the QUASIMEME Proficiency Testing Scheme is available at: marlab.ac.uk/Delivery/standaloneCM.aspx?contentid=503

¹⁰⁴ More information on the European QA Scheme is available at: quality-register.co.uk/bodies/body74.htm

Parasites – Trichinella, Echinococcus and Anisakis	FSA	Trichinella and Echinococcus: AHVLA, New Haw, Addlestone, Surrey KT 15 3NB Anisakis: Cefas, Weymouth Laboratory, Barrack Road, The Nothe, Weymouth, Dorset, DT4 8UB	MoU requires the AHVLA to be compliant with the requirements of Regulation 882/2004. MoU between FSA and Cefas takes account of requirements in Regulation 882/2004. The FSA meets regularly with Cefas to discuss how they are meeting the requirements of the Regulation/contract.	AHVLA activities are accredited to ISO 9001:2000, a formal Management system. The laboratory facilities are UKAS accredited to ISO/EC 17025:2000. Cefas operates to ISO/EC 17025. All methods are UKAS accredited. Representatives attend the relevant annual workshop of NRLs and training courses organised by the EURL.	AHVLA participates in EURL- organised ring trials and organises ring trials for the UK OCLs. Cefas takes part in a shellfish- specific European QA Scheme and EURL-organised ring trials. The NRL will take part in these under the current contract arrangements.
Animal proteins in feedingstuffs	Defra	AHVLA, Whitley Road, Longbenton, Newcastle- upon-Tyne NE12 9SE	A contractual agreement for the surveillance for animal species specific proteins and structures in animal feedingstuffs is in place. Quarterly reports are made to Defra outlining how NRL responsibilities are being discharged. In addition regular meetings are held with Defra to discuss and resolve any issues arising from these reports.	The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 & 1769) for an extensive range of tests. AHVLA is certified to BS EN ISO 9001:2008. This includes the provision of a range of specialist veterinary scientific services to the Government and other customers world-wide (Certificate No. LRQ 4000436). Additionally AHVLA holds GLP and GMP approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards.	The AHVLA Proficiency testing unit is an accredited Proficiency testing provider (audited by UKAS to ILAC G13 and ISO/IEC Guide 43). This Unit provides quarterly Proficiency testing schemes to AHVLA Newcastle and other International customers for detection of animal protein in animal feed. Participation in European ring trials is undertaken as appropriate.
Residues listed in Annex I, Group A to Council Directive 96/23/EC	VMD	For A1, A2, A3, A4, A5, A6 (except chlorpromazine, chloramphenicol and residues in honey) AFBI, Veterinary Sciences Division, Stoney Road, Belfast BT4 3SD N. Ireland For Group A6 (chloramphenicol and residues in honey) Fera, Sand Hutton, York, YO41 1LZ. For Group A6 (chlorpromazine), LGC Ltd, Queens Road, Teddington, Middlesex, TW11 0LY	VMD chairs regular meetings (approximately twice a year) of all NRLs for residues to discuss how they are discharging their duties under Article 14 of Council Directive 96/23 and Regulation 882/2004.	Laboratories operate to ISO/EC 17025. They also attend the relevant EURL briefing and training courses.	The laboratories participate in a range of proficiency tests, some of which are co-ordinated by VMD.

Residues listed in Annex I, Group B to Council Directive 96/23/EC	VMD	For Group B1, B2a, B2b (except nicarbazin), Fera, Sand Hutton, York, YO41 1LZ For Group B2c-e, B3a-e For Group B2b (nicarbazin) and B2f AFBI, Veterinary Sciences Division, Stoney Road, Stormont, Belfast, BT4 3SD	VMD chairs regular meetings (approximately twice a year) of all NRLs for residues to discuss how they are discharging their duties under Article 14 of Council Directive 96/23 and Regulation 882/2004. MoUs between VMD and Fera, and VMD and AFBI.	Laboratories operate to ISO17025. They also attend the relevant EURL briefing and training courses.	Laboratories participate in a range of proficiency tests, some of which are co-ordinated by VMD.
TSEs	Defra	AHVLA, New Haw, Addlestone, Surrey KT 15 3NB	Requirements laid down in contract (Contract E -TS5001) between Defra and AHVLA.	The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 & 1769) for an extensive range of tests. AHVLA is certified to BS EN ISO 9001:2008. This includes the provision of a range of specialist veterinary scientific services to the Government and other customers world-wide (Certificate No. LRQ 4000436). Additionally AHVLA holds GLP and GMP approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards.	AHVLA is the EURL for TSEs. The AHVLA Proficiency testing unit is an accredited Proficiency testing provider (audited by UKAS to ILAC G13 and ISO/IEC Guide 43). This Unit provides regular Proficiency testing schemes to other EU NRLs and to other UK testing laboratories for TSEs.
Additives for use in animal nutrition	FSA	LGC, Queens Road, Teddington, Middlesex, TW11 0LY	The contract requires the laboratory to comply with the requirements set out in Article 33(2) and (3). For Article 33 (2) only part (a) applies in this case. The laboratory has provided assurance that it will collaborate with the EURL as required. For (3) it is difficult to see how accreditation can be given for a paper exercise.	Given that the work is not of a practical nature, this does not apply. However LGS has BS EN ISO 9001 (BS5750 Part 1) granted and is accredited to ISO/IEC 17025:2005 in relation to referee analyst of feedingstuffs.	Given that the work is not of a practical nature, this does not apply. However the NRL will take part in/organise such activities as required by the EURL.

GM Organisms	FSA	LGC Ltd., Queens Road, Teddington, Middlesex, TW11 0LY	The contract between LGC and FSA takes account of requirements in Regulation (EC) 882/2004. The core and ad hoc duties set out in the contract reflect the requirements of an NRL as set out in Regulation 882/2004.	Certification to ISO 9001:2000 for all activities and accreditation to ISO 17025 for the majority of its analytical testing and calibration activities. Participation in external quality assessment exercises. Adherence to working instructions and performance monitoring to ensure full traceability of results.	Participates in EURL ring trials and proficiency tests. Ad hoc requirement in the NRL contract. LGC is an active member of the European Network of Genetically Modified Organism Laboratories.
<p>Pesticides residues in: Cereals and feedingstuffs</p> <p>Food of animal origin and commodities with high fat content</p> <p>Fruits and vegetables, including commodities with high water and high acid content</p> <p>Single residue methods</p>	CRD	<p>For pesticides in fruits and vegetables, pesticide single residue methods, and pesticides in cereals and feeding stuffs: Fera, Sand Hutton, York YO41 1LZ</p> <p>For pesticide residues in animal products and commodities with high fat content: LGC, Queens Road, Teddington, Middlesex, TW11 0LY</p>	<p>Fera provides its services to CRD under a MoU which is reviewed quarterly. In addition a quarterly update is provided to CRD at the Analytical Sub-Group where all official laboratories are in attendance. A contractual agreement is in place for the provision of services to CRD. In addition a quarterly update is provided to CRD at the Analytical Sub-Group where all official laboratories are in attendance.</p>	<p>Fera operates to EN ISO/IEC 17025. All methods are UKAS accredited. LGC operates to EN ISO/IEC 17025 general requirements. All methods are UKAS accredited. Both laboratories attend the relevant EURL workshops.</p>	<p>As part of the requirements for accreditation both laboratories participate in proficiency tests as required including those arranged at community level by the EURL. In addition both laboratories participate in the relevant Food Analysis Performance Assessment Scheme (FAPAS) rounds.</p>
Material intended to come into contact with foodstuffs	FSA	Fera, Sand Hutton, York YO41 1LZ	<p>MoU with the FSA takes account of requirements in Regulation (EC) 882/2004 and that of an NRL.</p> <p>Fera has set up a Steering Group to cover all aspects of the chemical contaminants NRL issues. Four OCLs are invited to this Steering Group (one from each of the four UK countries) as well as FSA staff. The Steering Group has set up an open website on which information is disseminated regarding the EURL-NRL network activities, including proficiency tests.</p>	<p>The laboratory is accredited by UKAS to ISO/IEC 17025:2000 for tests carried out. It has over 90 procedures accredited. Fera is currently working towards certification under ISO 9001/2000. Fera ensures that projects are carried out in compliance with the Defra/FSA Joint Code of Practice for Research.</p>	<p>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</p>

Heavy metals in feed and food	FSA	Fera, Sand Hutton, York YO41 1LZ	<p>MoU with the FSA takes account of requirements in Regulation 882/2004 and that of an NRL.</p> <p>Fera has set up a Steering Group to cover all aspects of the chemical contaminants NRL issues. Four OCLs are invited to this Steering Group (one from each of the four UK administrations) as well as FSA staff. The Steering Group has set up an open website on which information is disseminated regarding the EURL-NRL network activities, including proficiency tests.</p>	<p>BS EN ISO 9001 (BS5750 Part 1) granted</p> <p>Accredited to ISO/IEC 17025:2005 in relation to referee analyst of feedingstuffs.</p> <p>The laboratory is accredited by UKAS to ISO/EC 17025:2000 for tests carried out. It has over 90 procedures accredited. Fera is currently working towards certification under ISO 9001/2000.</p> <p>Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research.</p>	<p>The laboratory will take part in/organise such activities as required by the EURL.</p> <p>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</p>
Mycotoxins	FSA	Fera, Sand Hutton, York YO41 1LZ	<p>MoU with the FSA takes account of requirements in Regulation (EC) 882/2004 and that of an NRL.</p> <p>Fera has set up a Steering Group to cover all aspects of the chemical contaminants NRL issues. Four OCLs are invited to this Steering Group (one from each of the four UK countries) as well as FSA staff. The Steering Group has set up an open website on which information is disseminated regarding the EURL-NRL network activities, including proficiency tests.</p>	<p>The laboratory is accredited by UKAS to ISO/EC 17025:2000 for tests carried out. It has over 90 procedures accredited. Fera is currently working towards certification under ISO 9001/2000.</p> <p>Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research.</p>	<p>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</p>

Polycyclic Aromatic Hydrocarbons (PAHs)	FSA	Fera, Sand Hutton, York YO41 1LZ	<p>MoU with the FSA takes account of requirements in Regulation (EC) 882/2004 and that of an NRL.</p> <p>Fera has set up a Steering Group to cover all aspects of the chemical contaminants NRL issues. Four OCLs are invited to this Steering Group (one from each of the four UK countries) as well as FSA staff. The Steering Group has set up an open website on which information is disseminated regarding the EURL-NRL network activities, including proficiency tests.</p>	<p>The laboratory is accredited by UKAS to ISO/EC 17025:2000 for tests carried out. It has over 90 procedures accredited. Fera is currently working towards certification under ISO 9001/2000.</p> <p>Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research.</p>	<p>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</p>
Dioxins and Polychlorinated Biphenyls (PCBs) in feed and food	FSA	Fera, Sand Hutton, York YO41 1LZ	<p>MoU with the FSA takes account of requirements in Regulation (EC) 882/2004 and that of an NRL.</p> <p>Fera has set up a Steering Group to cover all aspects of the chemical contaminants NRL issues. Four OCLs are invited to this Steering Group (one from each of the four UK countries) as well as FSA staff. The Steering Group has set up an open website on which information is disseminated regarding the EURL-NRL network activities, including proficiency tests.</p>	<p>The laboratory is accredited by UKAS to ISO/EC 17025:2000 for tests carried out. It has over 90 procedures accredited. Fera is currently working towards certification under ISO 9001/2000.</p> <p>Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research.</p>	<p>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</p>

Animal health NRLs					
Classical swine fever Avian influenza Newcastle disease Aujeszky's Disease (pseudorabies) Equine Encephalomyelitis Equine Infectious Anaemia Enzootic Bovine Leucosis Anthrax Monitoring the effectiveness of rabies vaccination Brucellosis Rabies Teschin Disease West Nile Fever Rift Valley Fever Equine Viral Arteritis Bovine TB	Defra	AHVLA, New Haw Addlestone, Surrey KT15 3NB	SLA. This is being reviewed and the revised Agreement will require the AHVLA to be compliant with the requirements of Regulation 882/2004.	The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 & 1769) for an extensive range of tests. AHVLA is certified to BS EN ISO 9001:2008. This includes the provision of a range of specialist veterinary scientific services to the Government and other customers world-wide (Certificate No. LRQ 4000436). Additionally AHVLA holds GLP and GMP approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards.	The AHVLA Proficiency testing unit is an accredited Proficiency testing provider (audited by UKAS to ILAC G13 and ISO/IEC Guide 43). This Unit provides regular Proficiency testing schemes to AHVLA Laboratories and other International customers for these diseases (with the exception of Equine Encephalomyelitis and Teschen). Participation in European and International ring trials is undertaken as appropriate
African horse sickness African Swine Fever Bluetongue Swine Vesicular Disease Foot and Mouth Disease Rinderpest Sheep and Goat Pox Lumpy Skin Disease Peste des Petits Ruminants Epizootic Haemorrhagic Disease Vesicular Stomatitis	Defra	TPI, Ash Road, Pirbright, Woking, Surrey, GU24 0NF	To be considered as part of the annual review of the contract between Defra and TPI.	TPI principal testing and diagnostic activities are accredited by UKAS to ISO/IEC 17025:2005 (Laboratory No 4025).	TPI organises EU and broader International Proficiency testing schemes and is required to partake in EU ring trial initiatives as appropriate.

Aquatic Animal Disease	Defra in England and Wales Scottish Government in Scotland DARD in NI	In England and Wales: Cefas, Weymouth Laboratory, Barrack Road, The Nothe, Weymouth, Dorset, DT4 8UB In Scotland: MSS Marine Laboratory, PO Box 101, 375 Victoria Road, Aberdeen AB11 9DB In NI: AFBI, Fish Disease Unit, Stoney Road, Belfast BT4 3SD is the designated laboratory of the Competent Authority. DARD/AFBI also has access, if required, to the Cefas Weymouth Laboratory, the GB NRL for fish disease.	SLA and MoU with Defra. SLA with the Scottish Government SLA with DARD and lower level MoU between Fish Disease Unit and DARD Fisheries Division	Cefas: UKAS accredited under ISO 17025 for sampling and diagnostic work on major diseases. In addition the FHI operates a competency framework to ensure best practice by its field inspectors. The accredited quality systems at the Cefas Weymouth laboratory are audited annually by UKAS. MSS is UKAS accredited to ISO 17020 standard for inspection and sampling of fish farm sites. Laboratory procedures concerning disease diagnosis are UKAS accredited to ISO 17025 standard with flexible scope in certain areas. An internal audit programme is implemented. MSS is subject to annual audit by UKAS. AFBI is UKAS accredited to ISO 17025 and ISO 9001 standards. It is hoped to commence additional validation work and prepare dossiers for real time PCR assays for <i>Ostreid Herpesvirus-1</i> <i>μvar</i> , <i>Bonamia</i> and cell culture-based diagnostics in 2013/14 for submission to UKAS.	Ring tests on major notifiable and emerging diseases.
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<i>Campylobacter</i> in animals	Defra	AHVLA, New Haw, Addlestone, Surrey KT 15 3NB	AHVLA operates according to the requirements of Regulation (EC) 882/2004.	The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 & 1769) for an extensive range of tests. AHVLA is certified to BS EN ISO 9001:2008. This includes the provision of a range of specialist veterinary scientific services to the Government and other customers world-wide (Certificate No. LRQ 4000436). Additionally AHVLA holds GLP and GMP approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards.	AHVLA participates in proficiency tests as required including those arranged by the EURL. The AHVLA Proficiency testing unit is an accredited Proficiency testing provider (audited by UKAS to ILAC G13 and ISO/IEC Guide 43). This Unit provides regular Proficiency testing schemes to other UK laboratories for salmonella.
Antimicrobial resistance in animals (AMR)	Defra	Currently Defra has no AMR in animals NRL as it is trying to get AHVLA's former NRL status restored. If restored it will be AHVLA, New Haw, Addlestone, Surrey KT15 3NB	At high level the SLA with AHVLA. Under this dealt with through surveillance contract B, project FZ2200.	The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 & 1769) for an extensive range of tests. AHVLA is certified to BS EN ISO 9001:2008. This includes the provision of a range of specialist veterinary scientific services to the Government and other customers world-wide (Certificate No. LRQ 4000436). Additionally AHVLA holds GLP and GMP approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards.	As a NRL proficiency or ring testing is carried out as appropriate. Also as a NRL the AHVLA is required to partake in EU ring test initiatives, carried out as appropriate.

Appendix M - Official Laboratories

Laboratories designated by the FSA

A list of FSA designated official laboratories is published at:
food.gov.uk/enforcement/monitoring/foodlabs/foodcontrollabs

Laboratories designated by CRD for pesticide residue analysis	
LGC Ltd ¹⁰⁵	Accreditation is checked annually and laboratories are contractually obliged to inform the CRD about changes to their accreditation and are required to attain acceptable scores in relevant national and European proficiency tests.
Fera ¹⁰⁶	
Agri-Food Biosciences Institute (AFBI) ¹⁰⁷	
SASA ¹⁰⁸	
Eurofins Ltd ¹⁰⁹	

Laboratories designated for analysis of residues of veterinary medicines	
Fera	Laboratories have accredited methods in place for the analyte/matrix combinations in the residues programme. The analytical methods employed also meet the requirements of Commission Decision 2002/657. ¹¹⁰
AFBI	

¹⁰⁵ More information on LGC Ltd is available at: lgc.co.uk/

¹⁰⁶ More information on Fera (an executive agency of Defra) is available at:
fera.defra.gov.uk/

¹⁰⁷ AFBI is a Government laboratory. More information is available at:
afbini.gov.uk/

¹⁰⁸ More information on SASA is available at: sasa.gov.uk/

¹⁰⁹ More information on Eurofins Ltd is available at: eurofins.co.uk/

¹¹⁰ Commission Decision 2002/657 implementing Council Directive 96/23/EC concerning the performance of analytical methods and the interpretation of results. Official Journal L 221, 17.8.2002, 8-36.

Laboratories designated for analysis of medicated feedingstuffs and SFAs (additives, premixtures and compound feedingstuffs)	
Fera	Responsible for analysis of samples of feed for the detection of banned antibiotic growth promoters in feed. Fera is accredited to ISO17025 and audited by UKAS.
Sciantec Analytical Services Ltd, Cawood, North Yorkshire ¹¹¹	Sciantec is accredited to ISO 17025 and audited by UKAS. The VMD has an agreed arrangement with Sciantec for the analysis process.
Public Analyst	Public Analyst operates to a MoU with DARD which is reviewed annually.
AFBI (NI)	AFBI operates in adherence to a sampling and analysis plan drawn up by DARD.

Official laboratories designated for the testing of samples from mammals and birds for notifiable diseases taken as part of an investigation	
AHVLA sub-contracts the laboratory work/testing to other appropriate laboratories which meet certain specified standards and which are imposed and monitored by the AHVLA ¹¹²	The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 & 1769) for an extensive range of tests. AHVLA is certified to BS EN ISO 9001:2008. This includes the provision of a range of specialist veterinary scientific services to the Government and other customers world-wide (Certificate No. LRQ 4000436). Additionally AHVLA holds GLP and GMP approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards.
TPI	Current accredited tests are listed in the TPI's ISO/IEC 17025 Schedule of Accreditation available via the UKAS website: reference 4025. TPI operates under a contract and delivery plan reference PU/T/WL/11/33 agreement with the Biotechnology and Biological Sciences Research Group (BBSRC) for the contracting of services between BBSRC and Defra.

¹¹¹ More information is available at: sciantec.uk.com/

¹¹² More information on the AHVLA is available at: defra.gov.uk/ahvla

Official laboratories for bee health controls	
Fera	Fera's laboratory and fieldwork is carried out in accordance with the Principles of GLP and is subject to periodic spot checks both by Fera's QA Team, and externally by the UK Good Laboratory Practice Monitoring Authority (GLPMA). ¹¹³ The NBU is also subject to assessment under ISO 9001 to which Fera is accredited.
SASA	SASA is certified to ISO 9001:2008 for all its activities and accredited by UKAS to ISO 17025:2005 for a number of test methods used by the Pesticides & Wildlife Branch, the Plant Health Potato Quarantine Unit and the Official Seed Testing Station for Scotland (OSTS). The OSTS is also accredited by the International Seed Testing Association (ISTA).
AFBI	AFBI is accredited to ISO 9001 and receives regular internal and external audits to ensure compliance. AFBI is committed to the ongoing improvement of its services through the establishment and review of specific measurable quality objectives, and the involvement of staff in meeting these objectives.

Official laboratories for aquatic animal diseases	
The Cefas Weymouth Laboratory; ¹¹⁴	<p>Laboratories are accredited by the UKAS under the ISO 17025 standard and are approved for testing samples from fish and shellfish for notifiable (listed) diseases.</p> <p>Cefas operates under a MoU between Defra and the FHI covering the Inspectorate's responsibilities and activities.</p> <p>The work MSS carries out is governed by a Service Level Agreement, set out on an annual basis</p> <p>There is an MOU in place between DARD Fisheries Division and Veterinary Services Division with an annually agreed work programme and an annual audit by DARD in respect of sampling and reporting procedures.</p>
MSS Aberdeen Laboratory; ¹¹⁵	
AFBI Belfast Laboratory.	

¹¹³ GLPMA is a body consisting of the Secretary of State for Health, the National Assembly for Wales, the Scottish Ministers and the Department of Health and Social Services for NI. More information is available at:

mhra.gov.uk/home/idcplg?IdcService=SS_GET_PAGE&nodeId=614

¹¹⁴ More information on Cefas is available at cefas.defra.gov.uk/

¹¹⁵ More information on MS is available at: scotland.gov.uk/topics/marine

Appendix N - UK Control Bodies

Details of the control bodies involved with official control activities in the UK are listed in the table below.

Competent authority delegating control task	Control bodies	Task(s) delegated	Measures taken in accordance with Regulation 882/2004
<u>Feed and food controls</u>			
FSA	Official feed and food control laboratories (Public Analyst and Agricultural Analyst and Food Examiner laboratories), including laboratories for marine biotoxins and shellfish viral and microbiological monitoring. See list at: food.gov.uk/enforcement/monitoring/foodlabs/foodcontrollabs	Chemical analysis and microbiological examination of official feed and food samples.	<ul style="list-style-type: none"> All official laboratories are accredited in accordance with appropriate standards. A description of the tasks to be undertaken is provided Arrangements are in place for the independent inspection and audit of official laboratories and the withdrawal of delegation if agreed standards of performance are not met. Arrangements are in place for reporting the outcome of official controls.
FSA – Operations Group	Eclipse Scientific Group	Collection of samples, and testing of RCDM for drinking.	<ul style="list-style-type: none"> Arrangements for supervision and monitoring and reporting of results by ALS Food and Pharmaceutical in England and Wales (no raw milk is sold in Scotland or NI).
CRD	ESA Ltd	Sample collection for pesticide residues surveillance.	<ul style="list-style-type: none"> A contract is in place specifying work plans, review dates and reporting arrangements. HSE CRD is currently exploring the options for independent audit of ESA.
CRD	Fera LGC Ltd AFBI Eurofins SASA	Official laboratories used in the residue monitoring process.	<ul style="list-style-type: none"> Contracts and SLAs are in place specifying work plans, review dates and reporting arrangements for analysis and results.

VMD	Fera	Analysis of statutory veterinary residue surveillance samples. Analysis of feed to detect banned antibiotic growth promoters Analysis of feed samples containing veterinary medicines or SFAs	<ul style="list-style-type: none"> Fera works to a Specification of Requirements laid down in its SLA with the VMD. As part of the SLA it undertakes to have appropriately qualified staff and equipment to carry out the analytical work. There is a nightly results download. Fera is accredited to ISO17025. Inspectors of UKAS, the FVO, the United States Department of Agriculture (USDA) and the VMD independent audit team audit Fera. Sciante – Sciante is accredited to ISO 17025 and audited by UKAS.
Defra - Livestock & Livestock Products	Government recognised independent verifiers ¹¹⁶	Verifying claims under the Beef Labelling Scheme (as required by EC Regulation 1760/2000). ¹¹⁷	<ul style="list-style-type: none"> The control bodies are accredited and audited for the purposes of carrying out beef labelling inspections by UKAS. They must comply with European Standard EN 45011 as required specifically by Regulation EC 1760/2000, and requirements for beef labelling certification are laid down in an explanatory guide for certification bodies (not available on-line). The control bodies report their findings, including any non-compliance, to the RPA.

¹¹⁶ A list of these bodies is available at: rpa.gov.uk/rpa/index.nsf/0/C256DB965D95B47A802574C20047B8F9

¹¹⁷ Regulation (EC) No 1760/2000 of the European Parliament and of the Council establishing a system for the identification and registration of bovine animals and regarding the labelling of beef and beef products and repealing Council Regulation (EC) No 820/97. Official Journal L 204, 11.8.2000, 1-10.

Defra - Stakeholder Engagement Behavioural Change and Better Regulation Core Function	Approved private organic inspection bodies ¹¹⁸	Control and certification of organic production (as required by Council Regulation 834/2007, Commission Regulation 889/2008 and Commission Regulation 1235/2008). ¹¹⁹	<ul style="list-style-type: none"> • Certification bodies are independently accredited and audited by UKAS against European Standard EN45011 (transitioning to ISO 17065 between 1 July 2014 and 1 September 2015). • A description of delegated tasks is provided to the control bodies. They report their findings to Defra. • Further details of the arrangements for control bodies are provided in the Organic Certification and Inspection Approval Programme Control Manual.¹²⁰ This manual is currently under review.
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¹¹⁸ A list of these bodies is available at archive.defra.gov.uk/foodfarm/growing/organic/documents/organic-control-bodies-list.pdf

¹¹⁹ Council Regulation (EC) No 834/2007 on organic production and labelling of organic products and repealing Regulation (EEC) No 2092/91. Official Journal L189, 20.7.2007, 1-23 Commission Regulation (EC) No 889/2008 laying down rules for the implementation of Council Regulation (EC) No 834/2007 on organic production and labelling of organic products with regard to organic production, labelling and control. Official Journal L250, 18.9.2008, 1-84. Commission Regulation (EC) No 1235/2008 laying down detailed rules for implementation of Council Regulation (EC) 834/2007 as regards the arrangements for imports of organic products from third countries. Official Journal L334, 8.12.2008, 25-52

¹²⁰ The Control Manual is available at: archive.defra.gov.uk/foodfarm/growing/organic/standards/pdf/inspector-controlmanual.pdf

Defra - Regional and Local Food Team, Food Policy Unit	Private inspection bodies and/ or Local Trading Standards Authorities, in their capacity as Competent Authorities, can also fulfil the role of inspection bodies. ¹²¹	Ensuring that producers of registered protected food names are complying with the registered specification for those products (as required by Regulation (EU) 1151/2012) ¹²²	<ul style="list-style-type: none"> Private inspection bodies must be independently accredited and audited by UKAS against EU Standard EN45011 or ISO/IEC Guide 65. Local Trading Standards Authorities in their capacity as Competent Authorities must be able to demonstrate that, as far as possible, they are able to comply with the principles of the EN 45011 Standard¹²³. Defra must be informed of all outcomes of official controls on an agreed regular basis.
Defra – Zoonoses Policy Team	Approved industry independent control bodies	Delegated to carry out routine official sampling and inspection visits to members of approved industry control programmes or members of specified industry assurance schemes on behalf of the competent authority under Salmonella National Control Programmes.	<ul style="list-style-type: none"> Official control sampling under the requirements of the <i>Salmonella</i> National Control Programmes (Regulation (EC) No. 2160/2003) in the laying hen and turkey industry sectors.

¹²¹ Defra is currently carrying out a major update of its website with the aim of including more information about the inspection process, role of control bodies and its own role. Included in this will be a list of the UK control bodies and their contact details. At the moment information about those bodies and those in other Member States can be found in the Official Journal of 13.12.2005 which is available at eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:C:2005:317:0001:0110:EN:PDF

¹²² Regulation (EU) 1151/2012 of the European Parliament and Council on quality schemes for agricultural products and foodstuffs, Official Journal L 343, 14.12.2012, p. 1

¹²³ The ISO/IEC 17065: 2012 – Conformity assessment – Requirements for bodies certifying products, processes and services, was published in September 2012 and will replace ISO Guide 65 and EN 45011. In accordance with an International Accreditation Forum (IAF) decision, the implementation of the new standard will be subject to a three year transition period.

Animal health			
Defra (Animal Health)	Commercial transport carrier companies. ¹²⁴	Basic checks of pet passports required under PETS.	Management of approved carriers operating through seaports and airports is set out in the Animal Health Operations Manual. This includes carrier training, carrier performance evaluation and review and QA checks.
Defra (Animal Health)	Private laboratories approved to undertake work in respect of The Control of Salmonella in Poultry Order 2007, The Control of Salmonella in Turkey Flocks Order 2009 and The Control of Salmonella in Broiler Flocks Order 2009 ¹²⁵ , the Trade in Animals and Related Products Regulations 2011 and the Animal By-Products Regulations 2011	Laboratory examination of samples for the detection of <i>Salmonella</i> , Enterobacteriaceae and <i>Clostridium perfringens</i> and diseases Mycoplasma.	The list of designated approved laboratories is available on the Defra website: defra.gov.uk/animal-diseases/controls/approved-laboratories/
Defra	Cellmark	Genotyping of sheep in support of scrapie controls.	DNA testing organisation accredited to quality standard ISO 17025. Operates under contract to Defra
Defra	LGC, Exeter LGC, Runcorn	BSE testing for cattle slaughtered for human consumption	Approved under Transmissible Spongiform Encephalopathies (England) Regulations 2010 following satisfactory evaluation by the NRL (TSE). Approval criteria available at defra.gov.uk/vla/services/ser_bse_lab_approvals.htm and include ISO17025 accreditation.
Welsh Government	IdentiGEN Ltd, Newport	BSE testing for cattle slaughtered for human consumption	Approved under Transmissible Spongiform Encephalopathies (Wales) Regulations 2008 following satisfactory evaluation by the NRL (TSE). Approval criteria available at defra.gov.uk/vla/services/ser_bse_lab_approvals.htm and include ISO17025 accreditation.

¹²⁴ defra.gov.uk/wildlife-pets/pets/travel/pets

¹²⁵ SI 2007/3574, SI 2009/3271 and SI 2009/260

Appendix O – Number of Control Staff in the UK¹²⁶

Authority	Full time equivalents	Total
FSA	544 employed Meat Hygiene Inspectors 34 employed Senior Delivery Managers 198 contracted Meat Hygiene Inspectors 19 employed OVs and Lead Veterinarians 259 contracted OVs 9 meat plant Approvals and Monitoring staff 595 policy/admin/support staff 1 Technical Auditor 6.5 FTE Dairy Hygiene Inspectors, including 1 Lead Dairy Hygiene Inspector 1.5 FTE Dairy Hygiene administrative staff	1667
Local Authorities	2531 EHOs/TSOs	2531
Defra	58 Plant and Animal Health 103 Animal Welfare, Bovine TB, Animal Health, Policy & Implementation (Exotic Diseases, Livestock & Movement Controls) 21 Food Policy, Competitiveness & Growth 14.5 Food & Materials Security & Food Standards 10 Chemicals & Emerging Technologies 7 Organic Team 1 Internal Audit	214.5
Welsh Government	OCVO CVO Wales 4 Veterinary Advisers 48 administrative and policy staff RIW 39 Inspectors	92
Scottish Government	Enterprise, Environment & Digital 2 Inspectors Animal Health & Welfare Division CVO Scotland 4 Veterinary Surgeons 1 Scientific Advisor 28 Administrative & Policy Staff Rural Payments & Inspectorate Division 150 Inspectors Egg & Poultry Unit 5 Inspectors	191
Animal Health & Veterinary Laboratory Agency	732 administrative staff 277 management staff 333 veterinary staff 297 technical staff 562 scientific staff	2201
VMD	3 National Residues Surveillance Scheme 3 Policy Advice on medicated feedingstuffs & feed additives 9 Inspections & Investigations Team (6 inspectors plus 3 admin staff)	15

¹²⁶

Staff figures as at 31 March 2014

Authority	Full time equivalents	Total
DARD	147 VS/ VPHP 42.5 Agri-Food Inspection Branch 11 Animal (fish) Health & Welfare	200.5
CRD	56 Analysts 0.5 Residue enforcement campaigns 0.5 Risk Assessments 28 Sample collection monitoring	85
RPA	142 BCMS 196 Inspectors 45 non-SPS schemes in Operations	383
Plant Health Service for the UK	46 Defra Plant Health Policy Programme <u>England</u> 110 Inspectors 30 support staff 16 Policy staff <u>Wales</u> 13 Policy, admin & support staff <u>Scotland</u> 63 Inspectors 11 Inspectors - Horticulture & Marketing Unit 28 support staff 2 Policy staff <u>NI</u> 33 Policy, Inspectorates and admin support staff <u>Forestry Commission</u> 6 Policy, admin & support staff 20 Inspectors	378
Fera	80 staff Supporting Plant Health Quarantine Regulations 20 staff Supporting Veterinary Medicines Regulations	100
Bee Health	<u>England</u> 3 policy staff NBU 14 support staff (covering E&W) 51 Bee Inspectors <u>Wales</u> 3 policy staff 10 Bee Inspectors (9 Seasonal Bee Inspectors & 1 full-time RBI) <u>Scotland</u> 2 policy support staff 1 Scientific specialist 1 Apiculture specialist 4 full time equivalent Bee Inspectors <u>DARD</u> 1 Senior Inspector (supported by 2 seasonal inspectors)	92
TPI	23.5 staff in Pirbright Reference Labs	23.5
Cefas	46 Food Safety staff 21 Aquatic Animal Health	67
MSS	40 Laboratory, Research & Epidemiology staff – fish health & disease research 18 FHI services	58
Total number of FTE staff involved in controls on food safety, animal and plant health and animal welfare in the UK		8298.5

Appendix P – Abbreviations

ABP	Animal by-products
AFBI	Agri-Food and Biosciences Institute
AFIB	Agri-Food Inspection Branch
AFLELG	Animal Feed Law Enforcement Liaison group
AGP	Antimicrobial Growth Promoter
AHVLA	Animal Health and Veterinary Laboratories Agency
AMES	Animal Health & Welfare Management & Enforcement System
AMLS	Animal Movement Licensing System
ANA	Audit Needs Assessment
APHA	Association of Port Health Authorities
APHIS	Animal and Public Health Information System
BBSRC	Biotechnology and Biological Sciences Research Group
BCMS	British Cattle Movement Service
BIP	Border Inspection Post
BRDO	Better Regulation Delivery Office
BSE	Bovine Spongiform Encephalopathy
CAP	Common Agricultural Policy
CCA	Central Competent Authority
Cefas	Centre for Environment, Fisheries and Aquaculture Science
CP	Country Profile
CRD	Chemicals Regulation Directorate
CTS	Cattle Tracing Service
CVO	Chief Veterinary Officer
DAFM	Department of Agriculture, Food and the Marine, Dublin
DARD	Department of Agriculture and Rural Development, Northern Ireland
Defra	Department for Environment, Food and Rural Affairs
DH	Department of Health
DHI	Dairy Hygiene Inspector
DNA	Deoxyribonucleic acid
DVO	Divisional Veterinary Officer
EA	Environment Agency
EEA	European Economic Area
EHC	Export Health Certificate
EHO	Environmental Health Officer
EPPO	European and Mediterranean Plant Protection Organisation
EU	European Union
EURL	European Union Reference Laboratory
FAPAS	Food Analysis Performance Assessment Scheme
FAQ	Frequently Asked Questions
FBO	Food Business Operator

FeBO	Feed Business Operator
Fera	Food and Environment Research Agency
FHI	Fish Health Inspectorate
FHIS	Food Hygiene Information Scheme
FHRS	Food Hygiene Rating Scheme
FLG	Food Liaison Group
FSA	Food Standards Agency
FSAI	Food Safety Authority of Ireland
FSS	Food Standards Scotland
FVO	Food and Veterinary Office
GB	Great Britain
GHP	Good Hygiene Practice
GLP	Good Laboratory Practice
GLPMA	Good Laboratory Practice Monitoring Authority
GM	Genetically Modified
GMP	Good Manufacturing Practice
GRAIL	Guidance and Regulatory Advice on Import Legislation
HACCP	Hazard Analysis Critical Control Point
HMRC	Her Majesty's Revenue and Customs
HR	Human Resources
HSE	Health and Safety Executive
IAS	Internal Audit Services
IPP	International Phytosanitary Portal
ISTA	International Seed Testing Association
KPI	Key Performance Indicator
LAEMS	Local Authority Enforcement Monitoring System
LGA	Local Government Association
MANCP	Multi-Annual National Control Plan
MOC	Manual for Official Controls
MOU	Memorandum of Understanding
MRL	Maximum Residue Level
MS	Marine Scotland
MSS	Marine Scotland Science
NAO	National Audit Office
NAP	National Agricultural Panel
NBU	National Bee Unit
NFA	National Feed Audit
NFU	National Farmers' Union
NI	Northern Ireland
NPPO	National Plant Protection Organisation
NRL	National Reference Laboratory
NRW	Natural Resources Wales
NTSB	National Trading Standards Board

OCL	Official Control Laboratory
OCVO	Office of the Chief Veterinary Officer
OSTS	Official Seed Testing System for Scotland
OV	Official Veterinarian
OVS	Official Veterinary Surgeon
PAH	Polycyclic Aromatic Hydrocarbon
PAP	Processed Animal Protein
PCB	Polychlorinated Biphenyl
PCR	Polymerase Chain Reaction
PETS	Pet Travel Scheme
PHA	Port Health Authority
PHE	Public Health England
PHW	Public Health Wales
PHSI	Plant Health and Seeds Inspectorate
POAO	Product of animal origin
PRIF	Pesticide Residues in Food
PSIAS	Public Sector Internal Audit Standards
QA	Quality Assurance
RASFF	Rapid Alert System for Food and Feed
RBI	Regional Bee Inspector
RCDM	Raw Cows' Drinking Milk
RIW	Rural Inspectorate for Wales
RODs	Regional Operational Directors
RPA	Rural Payments Agency
RPW	Rural Payments Wales
RSPCA	Royal Society for the Prevention of Cruelty to Animals
SASA	Science and Advice for Scottish Agriculture
SDM	Service Delivery Manager
SEARS	Scotland's Environmental and Rural Services
SFBB	Safer Food, Better Business
SG AFRC	Scottish Government Agriculture, Food and Rural Communities Directorate
SG RPID	Scottish Government Rural Payments and Inspections Directorate
SGIAD	Scottish Government Internal Audit Division
SLA	Service Level Agreement
SOPs	Standard Operating Procedures
SRM	Specified Risk Material
SRUC	Scotland's Rural College
TB	Tuberculosis
TPI	The Pirbright Institute
TRACES	Trade Control and Expert System
TSE	Transmissible Spongiform Encephalopathy
TSO	Trading Standards Officer

UK	United Kingdom
UKAS	United Kingdom Accreditation Service
UKBF	United Kingdom Border Force
UKFSS	United Kingdom Food Surveillance System
VM	Veterinary Manager
VMD	Veterinary Medicines Directorate
VMP	Veterinary Medicinal Product
VPHP	Veterinary Public Health Programme
VRC	Veterinary Residues Committee
VRG	Veterinary Risk Group
VS	Veterinary Service
WG	Welsh Government
WGSF	Welsh Government Sustainable Futures