

## TRAINING FOR FOOD LAW ENFORCEMENT OFFICERS

### EVIDENCE GATHERING & INTERVIEW SKILLS

The Agency is pleased to announce a new training opportunity for local authority food law enforcement officers.

The new course was subject to two pilots in March 2009 and received very positive feedback, including all 24 delegates evaluating the course as scoring either 4 or 5 out of 5 for impact on their future work practices and enhancing their ability to enforce food law.

It has, therefore, been agreed to hold a further 5 courses at different locations around England this year.

The dates and venues are as follows:

- **7-8 July 2009 - Exeter**
- **23-24 September 2009 - York**
- **10-11 November 2009 - Buckinghamshire**
- **19-20 January 2010 - Warwickshire**
- **9-10 March 2010 - Cambridgeshire**

The aims and objectives of the course are opposite.

It is a two-day residential course and local authority officers are invited to apply for places on the course on one of the dates above. The maximum number of delegates at each course is 12. In the first instance, therefore, no more than one delegate per local authority will be considered on each course. **Please note the course is free of charge (this includes middle night accommodation and meals for the duration of the course).**

If an officer wishes to apply for a place on one of the courses, they should complete the application form overleaf and return it either by email to [paul.stubbington@foodstandards.gsi.gov.uk](mailto:paul.stubbington@foodstandards.gsi.gov.uk), by fax to 020 7276 8367 or by post to: Food Standards Agency, Aviation House, 125 Kingsway, London WC2B 6NH. As there are a limited number of places on each course, the information provided overleaf will be used to help us sift applications and allocate places.

If you have any further enquiries about this course, or would like further information, please contact Paul by e-mail at: [paul.stubbington@foodstandards.gsi.gov.uk](mailto:paul.stubbington@foodstandards.gsi.gov.uk) or by telephone on 020 7276 8397.

**Applications are encouraged from both food hygiene and food standards law enforcement officers across the UK as we aim to get a mix of EHOs and TSOs on each course.**

#### Aims

*Develop skills, knowledge and understanding of:*

- communication & questioning
- attitude/consideration towards others
- collation and analysis of information
- working with other agencies
- the availability of FSA resources, including the Food Fraud Database
- preparation & planning with regard to gathering evidence.
- preparation & planning with regard to producing evidence within an interview situation
- dealing with solicitors and pre-interview disclosure
- the Police and Criminal Evidence Act (PACE) in relation to conducting Interviews Under Caution (IUC)
- relationship with others (rapport building)
- effective listening
- law/procedures
- dealing with conflict/ambiguity

#### Objectives

*By the end of the course delegates will be able to:*

- identify and value 'intelligence' and 'evidence'
- demonstrate the ability to recognise evidence at the scene
- make use of available support, including FSA resources
- recognise the importance of effective planning in relation to gathering intelligence & evidence
- recognising when and how to introduce evidence in an IUC
- know and understand the value of effective questioning techniques
- identify the need to introduce 'Special warnings' when interviewing with the police
- know when and how to introduce 'Evidence of Bad Character' within an IUC
- produce a 'Plan of Interview' incorporating the above issues where relevant
- show understanding of undertaking an IUC in compliance with the PACE together with recognised 'good practice'
- practically demonstrate knowledge & understanding of PACE together with recognised 'good practice' by applying this knowledge in undertaking an IUC exercise based on a workplace case study

**EVIDENCE GATHERING & INTERVIEW SKILLS – TRAINING COURSE FOR FOOD  
LAW ENFORCEMENT OFFICERS**

- **VENUE/DATES OF PREFERENCE**.....
- **OTHER VENUES/DATES YOU COULD ATTEND IF NECESSARY:** .....
- .....
- .....
- .....

<b>Local Authority and Address:</b>	
<b>Tel No, Fax No, E-mail address:</b>	
<b>Applicant Name:</b>	
<b>Job Title:</b>	
<b>Line Manager: Name and Telephone Number:</b>	
<b>Relevant experience of applicant in enforcing food law:</b>	
<b>Relevant PACE interview experience of applicant:</b>	
<b>Has applicant previously attended the Agency’s “Local Authority Investigation Skills” training course?</b>	<b>Yes / No</b>
<b>Please indicate anything else you think might support the application: (Use further sheet if necessary)</b>	

**Signed:** .....

**Date:** .....