Multi-Annual National Control Plan for the United Kingdom
April 2013 to March 2015

Note
Whilst care has been taken to ensure that the web links contained in the United Kingdom (UK) Multi-Annual National Control Plan (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.
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Chapter 1 - Introduction

1.1 The UK Multi-Annual National Control Plan (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 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 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

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\(^1\) '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.

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.

Management of the review and reporting process

1.7 The review of the UK’s MANCP and reporting process are 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), CRD and the Agriculture/Rural Affairs Departments in the Devolved Administrations to review the MANCP once a year.

1.8 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/foodindustry/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.
Chapter 2 – National Strategic Objectives

Overall Objectives of the MANCP

2.1 The principal objectives of the UK MANCP are in line with those established 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’ Compliance Code into account, and will do the same with its replacement. We work closely with the Better Regulation Delivery Office (BRDO), in particular on the Primary Authority Scheme. We take account of other BRDO initiatives where this does not run contrary to our obligations under European Union (EU) 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 enforcement, for example through the introduction of earned recognition in determining the frequency of on-farm dairy hygiene inspections in England, Wales and Northern Ireland (NI).

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.

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. 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. An organisational chart is available at: food.gov.uk/multimedia/pdfs/toplevelstructure.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 current Strategic Plan available at: food.gov.uk/multimedia/pdfs/strategy20102015.pdf food.gov.uk/multimedia/pdfs/strategy20102015table.pdf. The FSA’s corporate priorities for 2013-14 are at: fsahome/aboutus/whatwedo/Pages/fsastrategyto2015.aspx

2.7 The FSA’s Compliance and Enforcement Strategy, which sets out the FSA’s approach to:
- better targeted activity
- high impact interventions
- compliance in high risk areas
is available at: food.gov.uk/multimedia/pdfs/enforcement/compliance.pdf

Department for Environment, Food and Rural Affairs (Defra)

2.8 Defra is the CCA responsible for animal health and welfare law in England. In addition, Defra has overall responsibility for plant health law but the Devolved Administrations and Forestry Commission pass their own legislation.

2.9 Defra 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: transparency.number10.gov.uk/business-plan/10

Devolved Administrations

2.11 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-2012-2020
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 (and its agencies); 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
- 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 the 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.  

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.

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8 [gov.uk/government/organisations/forestry-commission](https://gov.uk/government/organisations/forestry-commission)
Developing and implementing Food Law

Figure 1 - Division of responsibility for official food controls

<table>
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<th>FSA</th>
<th>Defta (&amp; its agencies)</th>
<th>Dept of Health HSE (ORD)</th>
<th>FBOs</th>
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<td>General traceability, hygiene, rapid alert system for food and feed (RASFF)</td>
<td>Import Controls Animal health aspects for products of animal origin (POAO)</td>
<td>Labelling Nutritional health claims</td>
<td>Food business operators ensuring food satisfies the requirements of food law at all stages of production, processing and distribution, from farm to fork</td>
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<td>Import Controls public health aspects and products of non- animal origin (PNAO) and public health aspects of products of animal origin (POAO) fish/fishery products</td>
<td>Labelling General where does not relate to food safety or nutrition, beef labelling &amp; protected food names</td>
<td>Composition &amp; Standards Except for food for particular nutritional uses Organic products (England only)</td>
<td>Composition &amp; Standards Foods for particular nutritional uses</td>
</tr>
<tr>
<td>Labelling Scotland, Wales &amp; NI - all general labelling, food safety aspects (inc. allergens) and nutritional and health claims England - food safety aspects (inc. allergens) only</td>
<td>Composition &amp; Standards Except for organic produce (Scotland, Wales &amp; NI only)</td>
<td>Residues of veterinary products VMD</td>
<td>Residues of Pesticides</td>
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<tr>
<td>Biological Safety eg Transmissible Spongiform Encephalopathies (TSEs)</td>
<td>Chemical Safety eg additives, contaminants, food contact materials</td>
<td>Biotechnology Genetically Modified (GM) food</td>
<td>Biological Safety eg Transmissible Spongiform Encephalopathies (TSEs)</td>
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### Figure 1 continued – Division of responsibility for official food controls

#### Official controls in respect of food law

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<th>Central level</th>
<th>Local level</th>
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<td><strong>Local and port health authorities in England</strong></td>
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<td>Inspection and approval of food irradiation facilities</td>
<td>Wales &amp; NI</td>
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<td>Approval of fresh meat establishments</td>
<td><strong>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)</strong></td>
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<td>Classification &amp; monitoring of shellfish harvesting areas</td>
<td><strong>Hygiene controls at milk production holdings</strong></td>
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<td>Hygiene controls – fresh meat</td>
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<td>Specified Risk Material (SRM) and other TSE controls in approved slaughterhouses and cutting plants</td>
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<tr>
<td>Hygiene controls – milk production holdings (England &amp; Wales only)</td>
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<td><strong>Defra (on UK-wide basis)</strong></td>
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<td>Overseeing system for certification of organic produce</td>
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<td>Policy on beef labelling system</td>
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<td>Recognition in England of natural mineral waters from non-EEA countries</td>
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<td><strong>Beef labelling Primary production inspections</strong></td>
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<td>Veterinary medicine drug residue surveillance</td>
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<td><strong>RPA</strong></td>
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<td>Beef labelling for England &amp; Wales</td>
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<td><strong>AHVLA/SG AFRC (on behalf of FSA)</strong></td>
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<td>Pesticide residue monitoring and enforcement</td>
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<td><strong>DARD (on behalf of FSA)</strong></td>
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<tr>
<td>Hygiene controls for primary production</td>
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<td>Hygiene controls for fresh meat, milk production holdings/ liquid milk establishments, egg production units/ packing stations</td>
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<td>Approval of liquid milk establishments and egg packers</td>
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<td><strong>DARD</strong></td>
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<td>SRM controls</td>
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<td>BSE testing</td>
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<td>Overseeing system for certification of organic produce</td>
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<td>Beef labelling</td>
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<td><strong>Local and port health authorities in Scotland</strong></td>
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<tr>
<td>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)</td>
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<tr>
<td>Hygiene controls at milk production holdings</td>
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Ensuring that feed satisfies the requirements of feed law

Official controls in respect of feed law

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<th>Local level</th>
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<td>Local authorities in England &amp; Wales</td>
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<td>Official controls and enforcement of the main body of feed law, including imported feed</td>
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<td>Specified feed additives</td>
<td>All feed law not enforced by Defra and its agencies</td>
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<td>Veterinary medicine drug residue surveillance</td>
<td>All feed law not enforced by Defra and its agencies</td>
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<td>SG RPID</td>
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<tr>
<td>Primary production feed hygiene controls on behalf of the FSA</td>
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<td>AHVLA</td>
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<td>Animal protein in feed ban</td>
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<td>DARD</td>
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<td>All feed law controls in Northern Ireland</td>
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<td>Local authorities in Scotland</td>
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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)
## Figure 3 - Division of responsibility for official animal health and welfare controls

### Policy and development and implementation of animal health and animal welfare legislation

<table>
<thead>
<tr>
<th>ENGLAND</th>
<th>SCOTLAND</th>
<th>WALES</th>
<th>NORTHERN IRELAND</th>
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</thead>
<tbody>
<tr>
<td>Defra</td>
<td>SG AFRC</td>
<td>WG SF</td>
<td>DARD</td>
</tr>
</tbody>
</table>

### Official controls (delivery landscape)

**Defra Executive Agencies**
- 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

**Devolved Administrations**
- Scottish Government Field Officers and Marine Scotland Science
- Rural Payments Wales
- DARD (Veterinary Service Grants and Subsidies Division and Fish Health Inspectorate)

**Other Government Departments**
- Food Standards Agency
- Her Majesty’s Revenue & Customs

**Local Government**
- Local authorities in GB & NI
- Port Health Authorities
- Local Government Association

**Non-Departmental Public Bodies**
- Environment Agency (not applicable in Wales)
- Natural Resources Wales
- Meat and Livestock Commission
- United Kingdom Border Agency

**Other Bodies**
- Royal Society for the Prevention of Cruelty to Animals (not in NI)
**Figure 4 - Division of responsibility for plant health controls**

<table>
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<th>Policy and development and implementation of plant health legislation</th>
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<td><strong>Defra</strong></td>
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<table>
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<th>Official controls (delivery landscape)</th>
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<td><strong>Defra Executive Agencies</strong></td>
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<td>- Fera</td>
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<tr>
<td><strong>Devolved Administrations</strong></td>
</tr>
<tr>
<td>- Scottish Government (SG AFRC &amp; SG RPID)</td>
</tr>
<tr>
<td>- WG SF</td>
</tr>
<tr>
<td>- DARD AFBI</td>
</tr>
<tr>
<td><strong>Other Government Departments</strong></td>
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<tr>
<td>- Forestry Commission</td>
</tr>
<tr>
<td><strong>Other</strong></td>
</tr>
<tr>
<td>- England/Wales Plant Health Concordat</td>
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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 1999\(^9\). 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 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 Scotland the Scottish Government Rural Payments and Inspections Directorate (SG RPID) carry out on-farm enforcement of food hygiene regulations at egg production units; this function is fulfilled by DARD 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

3.11 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

3.12 Defra is a Ministerial Department supported by 40 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.

3.13 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.

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

Devolved Administrations

3.15 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:
wales.gov.uk/topics/environmentcountryside/?jsessionid=17CDAFF268E9DF4E4C5EF7551B66571?lang=en
scotland.gov.uk/Topics/Agriculture
dardni.gov.uk/index/about-dard.htm
Other UK competent and enforcement authorities

3.16 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)

3.17 AHVLA is an executive agency working on behalf of the Department for the Environment, Food & Rural Affairs (Defra), Scottish Government and Welsh Government 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.

3.18 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.

3.19 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 specialist service centres which manage international trade, tracings, and wildlife licensing and registration. The corporate headquarters is based in Weybridge, where the agency has its centralised laboratory and research facilities. Further details can be found in Appendix D and at defra.gov.uk/ahvla-en/about-us/

Animal Health and Welfare in Northern Ireland - DARD

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

UK plant health controls

3.21 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 and Team in England

3.22 On 31 December 2012, the Plant Health Policy Team\(^\text{10}\) transferred to core-Defra from Fera, with core-Defra taking on the co-ordinating role of the Single Central Authority and the National Plant Protection Organisation (NPPO).

3.23 The Head of the NPPO and Chief Plant Health Officer for the UK is now based within Defra’s Plant Health Policy Team and 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)

3.24 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 these is available at: [fera.defra.gov.uk/plants/plantHealth/documents/phsiOffices0712.pdf](http://fera.defra.gov.uk/plants/plantHealth/documents/phsiOffices0712.pdf).

Forestry Commission

3.25 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](http://forestry.gov.uk/planthealth).

Devolved Administrations

SG AFRC

3.26 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, a division of SG AFRC, carries out monitoring and surveillance work, and undertakes inspections to ensure compliance with plant health controls. It also operates voluntary certification schemes. Scientific support is provided by Science and Advice for Scottish Agriculture (SASA), also a division of SG AFRC, 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](http://scotland.gov.uk/Home) and [sasa.gov.uk](http://sasa.gov.uk).

\(^{10}\) as well as the Fera policy teams responsible for bee health and plant varieties and seeds
WG SF

3.27 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/environmentcountry/side/farmingandcountry/side/plantssee/dsbiotechnology/plantshealth/?lang=en

DARD

3.28 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 AFBI. More detailed information is available at: dardni.gov.uk/index/fisheries-farming-and-food/plant-health-for-northern-ireland-title-page.htm.

3.29 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

UK Bee health controls

3.30 The National Bee Unit (NBU) is part of Fera. It reports to Defra in England and the WG OCVO in Wales 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

3.31 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

3.32 In Scotland, the bee health programme is implemented by the SG AFRC Directorate and the operational aspects of the programme are delivered by

11 More information on Fera is available at: fera.defra.gov.uk/
the Government’s Bee Inspectors and SASA\textsuperscript{12}. 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 the SRUC(SAC Consulting)\textsuperscript{13} to support the work of an Apiculture Specialist who offers advice, guidance and training on bee health and husbandry.

**DARD**

3.33 In NI, the bee health programme is implemented by DARD. The operational aspects of the programme are delivered by one Senior Bee Inspector and three Area Seasonal Bee Inspectors from AFIB. A diagnostic service is available to both DARD staff and beekeepers who suspect the presence of bee diseases at AFBI at Newforge Lane.

**UK aquatic animal health controls**

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

3.34 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.

3.35 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 Science (MSS)**

3.36 MSS is a division of Marine Scotland, and provides expert scientific and technical advice to Scottish Government on aquatic animal health. The work MSS carries is governed by a Service Level Agreement, set out on an annual basis. Further information can be found at scotland.gov.uk/Resource/Doc/300639/0122631.pdf and scotland.gov.uk/Topics/marine

\textsuperscript{12} More information on SASA is available at: sasa.gov.uk/
\textsuperscript{13} More information on the SRUC is available at: sruc.ac.uk
DARD Aquaculture and Fish Health Inspectorate (FHI) and Agri-Food & Biosciences Institute (AFBI)

3.37 The DARD Aquaculture and FHI is responsible for implementation of and enforcement of the EU aquatic animal health regime and investigation of disease outbreaks in NI. The Veterinary Sciences Division (VSD) of the AFBI is a non-Departmental Public Body established in April 2006, formerly Science Service, DARD. VSD staff are 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)

3.38 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.

3.39 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.

3.40 The overall policy and financial framework within which RPA operates is determined by The Secretary of State, 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

3.41 In Wales, Rural Inspectorate Wales and in Scotland, the Rural Payments and Inspections Division have similar roles as the RPA in England.

3.42 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 and Brucellosis control and Bovine Spongiform Encephalopathy (BSE) testing. The DARD VS is

14 Part of RPW
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)

3.43 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. 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 2011/12 – 2013/14 at: vmd.defra.gov.uk/pdf/BusinessPlan.pdf.

3.44 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 carry 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.

3.45 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.

Veterinary Medicinal Products (VMPs)

3.46 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 CP at the following link: ec.europa.eu/food/fvo/follow_up_en.cfm?co_id=GB

15 Copies of the Framework Document are available free of charge from VMD (telephone +44 (0)1932 338337).
16 More information is available at: vmd.defra.gov.uk/public/research.aspx
Chemicals Regulation Directorate (CRD)

3.47 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/corporate.asp?id=1984 Further information is also set out in Appendix J.

3.48 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. Various training days for stakeholders have been arranged on issues relating to pesticide residues in food.

Local Authorities

3.49 There are 433 local authorities in the UK, excluding Port Health Authorities (PHAs). The Local Government Association (LGA)\(^\text{17}\) has a co-ordinating role in respect of Regulation for local authorities in England and Wales. The Convention of Scottish Local Authorities (COSLA)\(^\text{18}\) and the Northern Ireland Local Government Association (NILGA)\(^\text{19}\) perform these functions in Scotland and Northern Ireland respectively. Further information on local and port health authorities is set out in Appendix K.

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

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\(^{17}\) More information on the LGA is available at [local.gov.uk](http://local.gov.uk). Information on the Welsh LGA, which is part of the LGA, is available at [wlga.gov.uk](http://wlga.gov.uk).

\(^{18}\) More information on COSLA is available at [cosla.gov.uk](http://cosla.gov.uk).

\(^{19}\) More information on NILGA is available at [nilga.gov.uk](http://nilga.gov.uk).
3.51 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.

3.52 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. 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) is the representative body for PHAs.

3.53 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 Port Health Authority (PHA) having responsibility for fish and fishery products.

3.54 With regard to feed, responsibility lies with 153 local authorities and one PHA in England, 32 local authorities in Scotland and 22 in Wales.

3.55 The feed and food law regulatory services of local authorities are generally provided by Environmental Health or Trading Standards Departments authorised officers Environmental Health Officers (EHOs) or Trading Standards Officers (TSOs) and other technical officers.

3.56 Animal health and welfare services are generally provided by Trading Standards Departments and with authorised animal health and welfare officers.

3.57 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 April 2014, will have the same responsibilities for delivery of official controls as at present.

Accountability

3.58 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

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20 Public Health (Control of diseases) Act 1984, c 22.
21 More information on APHA is available at: porthealthassociation.co.uk/
councillors. They agree policies and priorities, taking account of statutory obligations, and officers of the authority are accountable to them.

3.59 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/.

3.60 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.

3.61 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**

3.62 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 controls 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**

3.63 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.22

Record management and equipment

3.64 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

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

Laboratories and Control Bodies

3.66 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

3.67 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.23 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
imm.jrc.ec.europa.eu/EURLS/Pages/index.aspx

3.68 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

22 Available at civilservice.gov.uk/wp-content/uploads/2011/09/civil-service-code-2010.pdf:
between them. In addition, they provide scientific and technical assistance to the CCAs.

3.69 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

3.70 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 is available at: ukas.com/

Official feed and food laboratories

3.71 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)²⁴ and Public Health Wales (PHW)²⁵ 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

3.72 Within the UK, the official animal health laboratories include the AHVLA, Scottish Agricultural College (SAC), AFBI NI, Cefas, Fera and the Institute for Animal Health (IAH). 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.

Plant health

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

²⁴ More information is available on Public Health England (PHE) at: gov.uk/government/organisations/public-health-england
²⁵ More information is available on Public Health Wales (PHW) at: publichealthwales.wales.nhs.uk/
Control bodies employed by the UK authorities

3.74 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'.

3.75 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' \(^{26,27,28}\)
- **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.

3.76 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.

3.77 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.

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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 A key mechanism by which the FSA influences official control activity by local and port health authorities is the Framework Agreement on Local Authority Food Law Enforcement, which sets out what the FSA expects from local authorities in their delivery of official controls on feed and food law. Details of this Agreement are given in Annex D.

Food Law Codes of Practice and associated Practice Guidance

4.4 The Food Law Codes of Practice aim to ensure enforcement consistency 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 2012 and two further revisions expected in September 2013 and April 2014. The Codes/Practice Guidance is available at: food.gov.uk/enforcement/enforcework/foodlawcop/

4.5 The Feed Law Code of Practice and Practice Guidance which applies in GB was published in December 2006. Practice Guidance, which incorporates the content of the Code of Practice, has been provided to the AFIB of DARD which enforces all feed legislation in NI. The Code is available at: food.gov.uk/multimedia/pdfs/feedcodeofpractice.pdf

Food hygiene controls from farm to fork

4.6 Co-ordination and co-operation between the different authorities involved in enforcement of food hygiene legislation is achieved mainly through regular but
informal contacts between enforcement officers through shared conferences and Food Liaison Group (FLG) meetings.

4.7 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.  

Feed controls

4.8 The FSA provides enforcement priorities on an annual basis 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. The National Enforcement Priorities for 2013/14 (parallel guidance was issued for local authorities in Scotland, Wales and NI) are available at: food.gov.uk/multimedia/pdfs/enforcement/enfefinal13018.pdf

4.9 The requirements detailing how local authorities should organise official controls is set out in the Feed Law Code of Practice. The aim of the code is to ensure that consistent, proportionate risk-based controls are in place to monitor compliance at feed business establishments and points of entry, to protect feed safety.

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

4.10 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 change. 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 and businesses are encouraged, but not currently required, to display ratings at their premises. This is set to change in Wales in late 2013 when

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

30 Currently, 95% of local authorities in England, Wales and NI are running the FHRS and this is set to rise to 99% by summer 2013. All local authorities in Scotland are running or are committed to adopting the FHRS.
legislation requiring business to display their ratings comes into force. Details of the schemes may be found at: food.gov.uk/policy-advice/hygieneratings/.

4.11 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

4.12 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.

4.13 The findings indicate the system remains under pressure, however local authorities reported they are able 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 will be a key strategic priority for the FSA. The review’s findings will be published in summer 2013 on food.gov.uk.

4.14 In November 2012 the FSA Board accepted the need to improve UK delivery of feed controls and a programme of work was established to implement change. The programme constitutes several projects designed to deliver change in key areas including improved coordination of local authority delivery through regional co-operation, the development and implementation of earned recognition as part of a risk based approach to delivering feed controls, improved information and data sharing between Local Authorities, other Government Departments and the FSA, and improved coordination of activities between other agencies involved in feed related work.

4.15 The FSA Board will be updated regarding progress in December 2013 and it is expected that improvements to the delivery of UK feed controls will take effect from 2014.

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/](http://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 beefburger 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 most recent collated report in June 2013. The FSA is also encouraging industry to share its intelligence related to controls and issues in the food chain.

4.25 The FSA has also commissioned an independent review of its response to this incident, which will inform the wider Government reviews that have been proposed in each of the four nations of the UK. The outcome of the reviews will be published on food.gov.uk/

**Powers of intervention**

4.26 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. Guidance intended to provide transparency on how and when such powers may be used has been developed and issued to all local and port health authorities. To date, these powers have not been exercised.

**Working with DARD AFIB – Dairy Hygiene**

4.27 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.

4.28 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**

4.29 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.

4.30 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

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

Control activities

4.32 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

4.33 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/

- 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/

- A Primary Production Enforcement Working Group 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 (SFELC)** – 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 Forum** - 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.

- In NI a group 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 Unit (VS-VPHU) and DARD AFIB.

### 4.34 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/](http://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.

- **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/](http://food.gov.uk/business-industry/guidancenotes/)
  - [food.gov.uk/business-industry/farmingfood/animalfeed/animalfeedlegislation](http://food.gov.uk/business-industry/farmingfood/animalfeed/animalfeedlegislation)
  - [food.gov.uk/business-industry/guidancenotes/](http://food.gov.uk/business-industry/guidancenotes/)
  - [food.gov.uk/business-industry/farmingfood/animalfeed/animalfeedlegislation](http://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](http://food.gov.uk/sfbb)

• **Good Hygiene Practice (GHP) Guides** Guides to GHP are currently available to order from the Stationery Office ([tsoshop.co.uk](http://tsoshop.co.uk)). The guides cover: retail; wholesale distributors; flour milling; vending and dispensing; bottled water.

• **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. An example relates to the enforcement of food hygiene legislation on-farm in England where the FSA makes direct payments to local authorities for primary production food inspections undertaken.

• **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. It allows electronic transfer of standardised sampling data (both chemical and microbiological for food and animal feed) between local authorities and Official Laboratories. Data stored on the system 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.
Co-operation and co-ordination for official controls of imported and exported feed and food

4.35 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, HMRC \(^{31}\) and the UK Border Force (UKBF) \(^{32}\). 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.

4.36 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, APHA \(^{33}\) 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.

4.37 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](http://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](http://food.gov.uk/business-industry/imports).

Guidance and resources for PHAs (imports) can be found at

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\(^{31}\) HMRC do not currently have a role in NI in relation to illegal imports of food. DARD performs the equivalent role.

\(^{32}\) More information about UKBF is available at: [ukba.homeoffice.gov.uk](http://ukba.homeoffice.gov.uk)

\(^{33}\) More information on APHA is available at: [porthealthassociation.co.uk/](http://porthealthassociation.co.uk/)
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 4.33 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.

4.38 Information about the roles of Defra and the FSA with regard to exported food is at:
For details of AHVLA’s role with regard to export health certificates, see Appendix C.

Transmissible Spongiform Encephalopathy controls

4.39 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 BCMS on animal identification issues, which includes established procedures for the exchange of information and scheduled meetings.

Monitoring of zoonoses and zoonotic agents

4.40 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:

4.41 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:

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34 More information on the BCMS is available at: defra.gov.uk/wps/portal/ctso
- The National Control Programme for Salmonella in Breeders
- The National Control Programme for Salmonella in Layers
- The National Control Programme for Salmonella in Broilers
- The National Control Programme for Salmonella in Turkeys

**Specific Risk Material (SRM) and ABP**

4.42 Defra has responsibility in England for ABP and similar responsibilities are allocated to WG, SG 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.

4.43 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)**

4.44 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.

4.45 The LGA has a “Knowledge Hub” which is a professional social networking tool, that 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**

4.46 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 opportunity to discuss cross-border issues and enforcement needs. FSA Regional Team members regularly attend Food Safety Liaison Group

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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 national Food Standards Focus Group, which are opportunities for local authorities to discuss and input to FSA policy development.

4.47 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. FSA Update meetings are held in the regions via the Regional FLGs and the smaller county FLGs. Coordination of food standards sampling work across local and national regulators is supported by a joint FSA/LGA Food Standards Sampling Coordination 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, also exists which address issues relating to animal feed.

Primary Authority Scheme and the Home Authority Principle

4.48 The Primary Authority Scheme and Home Authority Principle help local authorities work together with businesses to provide consistent and coordinated trading standards and food enforcement services, particularly across geographical authority boundaries.

Primary Authority Scheme

4.49 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. A business operating across council boundaries can form a primary authority partnership with a single local authority in relation to regulatory compliance. The Enterprise and Regulatory Reform Act 2013 will extend the Primary Authority Scheme as from October 2013 to businesses who share an approach to compliance e.g. because they belong to the same Trade Association or franchise. Further information on the primary authority scheme is available at: bis.gov.uk/brdo/primary-authority

Home Authority Scheme

4.50 Some businesses will build up a non-statutory relationship with, and receive advice and information from, one particular local authority. This is usually the local authority where the business is based or, for businesses with multiple branches or stores, where the head office is based. In relation to trading standards and food safety matters, a scheme exists where that authority is

39 The Primary Authority Scheme applies voluntarily in NI.
referred to as the Home Authority i.e. ‘the local authority where the relevant decision making base of a business is located’.

4.51 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.

Memoranda of understanding on feed law enforcement

4.52 With regard to feed law enforcement there are separate MoU between local authorities and the VMD, and local authorities and the AHVLA, and between the VMD and the AHVLA.

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)\(^ {40}\) 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.

Pesticide residues monitoring

4.56 For pesticide residues, bilateral exchange of information takes place within meetings of a Liaison Group that includes representatives of CRD, other parts of the HSE, the FSA, the RPA, the EA\(^ {41}\) and local authorities.

\(^{40}\) More information on the VRC is available at vmd.defra.gov.uk/vrc/

\(^{41}\) More information on the EA is available at: environment-agency.gov.uk/
In addition, CRD organises quarterly meetings of the Expert Committee on Pesticides Residues in food (PRiF) 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**

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**Animal Health and Welfare Framework**

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 Plan for the animal health and welfare functions. The AHVLA Regional Operational Directors (RODs), Operations Director Wales (ODW) and Operations Director Scotland (ODS) 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 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 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.

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42 More information on the PRiF is available at [pesticides.gov.uk/prc_home.asp](pesticides.gov.uk/prc_home.asp)

43 Priority Action Plan in Wales
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 interrelate.
identifying and discussing risks that threaten the UK’s animal disease control status.

Aquatic animal health co-ordination

4.67 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 website** - 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 website.
- **Advisory Services** - The Inspectorates at Cefas, MSS and DARD provide advice during inspections and by way of monitoring programmes and laboratory advisory services.
- **BIP workshops / AHVLA BIP Portal Meetings** - These are organised by Cefas and AHVLA and provide a forum for airing industry-wide concerns and facilitate liaison involving industry BIP staff and the FHIs.

Bee health co-ordination

4.68 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 Plan. 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*.

4.69 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*.

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44 [defra.gov.uk/aahm](http://defra.gov.uk/aahm)
46 [fera.defra.gov.uk/plants/bbeeHealth/healthyBeesPlan.cfm](http://fera.defra.gov.uk/plants/bbeeHealth/healthyBeesPlan.cfm)
Co-ordination and co-operation in the plant health sector

4.70 As the 'single authority' for the UK under the Plant Health Directive (2000/29/EC), Defra’s Plant Health Policy team liaises closely with the other competent plant health authorities within the UK. There are formal co-ordination meetings every six months and more regular contact on specific issues.

4.71 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.

4.72 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. Information and instructions are transmitted to local authorities via RASFF (see para 4.16).

VMD

5.6 With regard to medicated feedingstuffs and Specified Feed Additives (SFAs), contingency planning is included in the VMD Standard Operating Procedures

49 More information on the SRUC is available at: sruc.ac.uk/
(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 Copies of the plan have been distributed to all bodies potentially involved in its implementation.

DARD

5.9 DARD maintains contingency plans for plant health, milk hygiene and animal feed. The Milk and Feed Plans are agreed with the FSA. These plans are reviewed regularly, staff trained as necessary and the plans tested.

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

Defra and AHVLA

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 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 plan\textsuperscript{50} 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 Animals\textsuperscript{51}. This Plan sets out the operational response that Defra, its agencies and partners will put in place to deal with any occurrence of Foot and Mouth Disease, Avian Influenza or Newcastle Disease. The plan is also applicable to all other exotic diseases of animals. The plan highlights the activities and processes that ensure a high level of preparedness for an outbreak of exotic notifiable disease.

5.13 Scotland, Wales and NI have similar and complementary plans. These plans are subject to on-going revision based on the latest developments in science and epidemiological modelling, and feedback from stakeholders and operational partners. The Scottish Government model is based on a single generic contingency framework plan\textsuperscript{52}. 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 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, Welsh Government, other Government Departments, operational partners and with 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.

\textsuperscript{52} scotland.gov.uk/Topics/farmingrural/Agriculture/animal-welfare/Contingencies
Aquatic Animal health

5.16 Defra (Cefas), Welsh GovernmentSF, Marine Scotland (MSS) and DARD have contingency plans in place covering the entire UK and are responsible for the maintenance and testing of these plans, along with the EA in England. 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). 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

5.17 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 NI. A response plan has also been developed for the possible arrival of the Asian Hornet (*Vespa veluntina*) in England and Wales. (The Asian hornet is not a notifiable pest of honey bees).

Contingency plans in the Plant Health sector

5.18 In England and Wales, Fera’s Plant Health and Seeds Inspectors operate through a series of SOPs analogous to contingency plans. 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/plant-health-contingency-plan-2012

5.19 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

5.20 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 system\(^3\) but is rather for dealing with more routine matters.

5.21 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/](http://food.gov.uk/enforcement/enforcework/foodlawcop/)). For those local authorities in GB dealing with feed, similar advice is included in the Feed Law Enforcement Code of Practice and, for DARD, in the Feed Law Enforcement Guidance in NI (these are available at [food.gov.uk/enforcement/enforcework/feedlawcop/](http://food.gov.uk/enforcement/enforcework/feedlawcop/)).

5.22 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.

5.23 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 (SFPA).

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\(^3\)More information on RASFF is available at: [ec.europa.eu/food/food/rapidalert/index_en.htm](http://ec.europa.eu/food/food/rapidalert/index_en.htm)
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. 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 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 the approach involves an assessment of the performance of all English 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.

**Dissemination of good practice**

6.7 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](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/](food.gov.uk/enforcement/monitoring/laems/)

**Independent scrutiny**

6.10 The operation of the Audit Scheme is scrutinised by the FSA’s Audit Committee and in Scotland 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 Where the FSA has direct responsibility for delivery of official controls, appropriate audit arrangements have been established. These arrangements also cover controls 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, at a frequency based on risk. The terms of the SLAs and MoUs are taken into account in carrying out the audits. Good practice is identified and disseminated.

6.12 The FSA Internal Audit team has primary responsibility for audit of official controls in these cases. Audit of meat hygiene controls enforced on behalf of the FSA by DARD (VS-VPHU) are conducted jointly between the FSA Internal Audit Team and the FSA NI audit team. 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-VPHU) 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-VPHU) is complying with the VS-VPHU MOC and the relevant legislation.

**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 officials, observation of official control activities, informal discussion with the 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 produced following each audit. 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, 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 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 (VRC)

6.21 The Surveillance programme is overseen by an independent Committee, the 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 programmes and 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 who see 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, expected to follow procedures and 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 BIPs, Exports and Tuberculosis (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 AHVLA is making improvements to its risk based internal audit system and phased implementation will take place over the 2013-14 business year. The expectation is that this will be completed by April 2014.

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 statement of internal control. 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 885/2006\textsuperscript{54}, 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 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 Rural Directorate

6.49 Scottish Government Internal Audit Division (SGIAD) operates in line with UK PSIAS and provides an independent appraisal function across the Rural Directorate (RD) 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 RD. 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 Department’s 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) and the European Funds Audit Team (EFAT) form part of the Corporate Governance and Assurance Division and Finance Department. Their objective is to deliver a balanced assurance to their Accounting Officers, and their Audit Strategy aims to address areas of risk, in the course of a five-year period, including official controls functions. Together, EFAT and IAS are 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 and EFAT operate in accordance with Government Internal Audit Standards 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 has 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

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. This includes formal audit procedures carried out by the Veterinary and Public Health Unit of the DARD VS.

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. Copies of all legal instruments may be downloaded from the website at: legislation.gov.uk/  

<table>
<thead>
<tr>
<th>Responsible Department</th>
<th>Relevant legislation</th>
<th>Designated competent authorities</th>
</tr>
</thead>
</table>
| 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) | • 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) | • 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)) | • 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) | • FSA  
• Feed authority (DARD)  
• District councils |

55 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

<table>
<thead>
<tr>
<th>Responsible Department</th>
<th>Relevant legislation</th>
<th>Designated competent authorities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Defra - VMD</td>
<td>The Veterinary Medicines Regulations 2009 (SI 2009/2297)</td>
<td>• Secretary of State (Defra) - for medicated feed and SFAs</td>
</tr>
</tbody>
</table>
| Defra                  | The Official Controls (Animals, Feed and Food) (England) Regulations 2006 (SI 2006/3472) | • Secretary of State (Defra)  
• Local authorities |
| SG AFRC                | The Official Controls (Animals, Feed and Food) (Scotland) Regulations 2007 (SSI 2007/91) | • Scottish Ministers  
• Local authorities |
| WG SF                  | The Official Controls (Animals, Feed and Food) (Wales) Regulations 2007 (SI 2007/196) (W 15) | • Welsh Government Ministers  
• Local authorities |
| DARD                   | The Official Controls (Animals, Feed and Food) Regulations (Northern Ireland) 2007 (SR 2007/133) | • DARD  
• District councils |

### Defra – Feed and food law responsibilities

Defra and its agencies and the Agriculture/Rural Affairs Departments in the Devolved Administrations have responsibility in their respective countries for the following areas of feed and food law.

<table>
<thead>
<tr>
<th>Policy area</th>
<th>What the Government department does</th>
<th>Relevant regulation</th>
</tr>
</thead>
</table>
| Beef labelling | Regulation of beef labelling | Beef and Veal Labelling Regulations 2010;  
Beef and Veal Labelling (Scotland) Regulations 2010;  
Beef and Veal Labelling (Wales) Regulations 2011;  
and  
Beef and Veal Labelling Regulations (Northern Ireland) 2010 |
| Feed        | Regulation of medicated feedingstuffs | Veterinary Medicines Regulations 2011 |

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56 SI 2010/983  
57 SSI 2010/402  
58 SI 2011/991 (W.145)  
59 SR 2010/155
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<th>Policy area</th>
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<td>Other legislation applies to controls related to Phytophthora (P.) ramorum and P. kernoviae and in respect of fees and charges for certain services</td>
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\(^{60}\) SI 177/2012  
\(^{61}\) SI 2379/2011 (W.252)  
\(^{62}\) SI 2009/842  
\(^{63}\) SI 2010/1902  
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<tr>
<th>Policy area</th>
<th>What the Government department does</th>
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<td>TSEs</td>
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<td>Transmissible Spongiform Encephalopathies (England) Regulations 2010; Transmissible Spongiform Encephalopathies (Scotland) Regulations 2010; Transmissible Spongiform Encephalopathies (Wales) Regulations 2008; Transmissible Spongiform Encephalopathies Regulations (Northern Ireland) 2010</td>
</tr>
</tbody>
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65 SI 2010/801  
67 SSI 2010/1822  
68 SI 2008/3154 (W. 282) (as amended by SI 2008/3266 (W.288 and SI 2010/1822 (W.179)  
69 SR 2010/406  
70 SI 1997/1729 (as last amended by SI 2006/755).  
71 SR 1998/237
CRD

CRD has the following responsibilities with regard to food law.

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<th>Policy area</th>
<th>What CRD does</th>
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<td>Pesticides (Maximum Residue Levels) Regulations (Northern Ireland) 2008(^{74})</td>
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\(^{72}\) SI 2008/2570  
\(^{73}\) SSI 342/2008  
\(^{74}\) SR 433/2008
Appendix B - Food Standards Agency (FSA)

1. This Appendix concentrates on delivery areas where the FSA has direct approval or inspection responsibility, or where we have 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 Food Business Operators (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 legislation 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 Head of Approvals and Veterinary Advice, as an authorised official, 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 plant.

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;

75 Detailed information on this legalisation is available at: food.gov.uk/foodindustry/regulation/hygleg/
• 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. For Defra and the Devolved Administrations in Scotland and Wales:
• 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 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-VPHU 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 Inspectors 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 and aids consistency.

Control activities

18. FSA aims to protect the milk supply in the UK 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 Hygiene (England) Regulations 2006 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 approval of production premises (dairy farms), inspection of milking premises, equipment and milk-producing animals, and enforcing satisfactory standards.

19. The FSA takes raw cows’ drinking milk (RCDM) samples for official control testing carried out in accordance with national food hygiene legislation by Eclipse Scientific Group in England and Wales and is responsible for supervising the statutory programme for sampling and testing of RCDM in England and Wales.

20. To assist Operations, a database of all dairy producers is owned and maintained by the Operations Data and Performance Manager.

Monitoring arrangements

21. As part of our commitment to ensure all enforcement is proportionate and risk-based all dairy hygiene reports and enforcement actions are quality checked by the lead DHI before being authorised for return to the FBO. Further quality checks are made on a random sample basis by the VM to ensure that advice is consistent and in line with the FSA’s core principles.

22. Regular contact is made between the lead DHI and field operations staff 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.

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. Performance in the field is reviewed/ monitored by SDMs, the lead DHI and the Dairy Lead Veterinarian. 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). 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


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

Inspection and approval of food irradiation facilities

detailed in The Food Irradiation (England) Regulations 2009\textsuperscript{78} 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 Commission \textsuperscript{79}

\textsuperscript{78} SI 2009/1584
\textsuperscript{79} ec.europa.eu/food/food/biosafety/irradiation/scientific_advises_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 about 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). 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 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.

80 More information on European standards is available at: cenorm.be/cenorm/index.htm
4. There are currently nine approved certification bodies involved in the control of organic production in the UK. 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. 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 will also result in a certification body’s approval being withdrawn.

5. 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 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

6. Defra is responsible for the operation within the UK of the protected food names schemes set out in Regulation (EU) No. 1151/2012. These schemes originally came into operation in 1993 and 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.

7. 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 48 protected food name

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

82 A copy of the manual is available at archive.defra.gov.uk/foodfarm/growing/organic/standards/pdf/inspector-controlmanual.pdf

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 public or private bodies) 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/

8. UK local 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 authority food law enforcement services are provided at Appendix K.

Beef labelling

9. 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 1760/2000. 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:
Scotland: scotland.gov.uk/Topics/farmingrural/Agriculture/Livestock/Meat/Beef/Labelling/scheme
DARD: dardni.gov.uk/fisheriesfarmingandfood/animalproducts/beef

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10. 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).

11. With regard to carrying out official controls in respect of beef labelling, responsibility is shared as follows:

at abattoirs, cutting plants and catering butchers:
- in England and Wales (at abattoirs and cutting plants with an FSA presence) by the RPA’s Technical Inspectors on behalf of Defra;
- in Scotland by the Scottish Government’s Meat and Livestock Inspectors; and
- in NI by the 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:
- UK-wide by local authorities.

12. 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

13. 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 products of animal origin (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/EC and Council Directive 91/496/EC. 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 and 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.

14. 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

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them to monitor overall standards at BIPs and progress in dealing with problems. Similar audits are carried out for BIPs operated by the AHVLA.

15. 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. 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

18. 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 Animal Health. In NI, DARD enforces feedingstuffs legislation.

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

Roles and responsibilities

19. The Scottish Government have responsibility for application in the areas of animal health and animal welfare while the FSA has overall responsibility for the application of the feed and food elements of the Regulation.

Control activities

20. 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)**

21. 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 Environment Agency (EA).

**Rural Inspectorate for Wales (RIW)**

**Roles and responsibilities**

22. 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.

23. 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**

24. 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 CattleTracing Service.

25. 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.

**Compliance with requirements of Regulation 882/2004**

**Monitoring and audit of control activities**

26. 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 Plant Health and Seeds Inspectorate (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 Veterinary Service in relation to TSEs but the Veterinary Service are responsible for approval of premises for the use of Processed Animal Protein (PAP). 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 AFIB and AFBI but a significant number are also analysed by the Agricultural Analyst through specific targeted sampling surveys.

Food

32. AFIB Milk Section enforces food hygiene legislation on behalf of the FSA in milk production units and approved liquid milk premises.

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88 More information on this legalisation is available at: [food.gov.uk/foodindustry/regulation/hygleg/](http://food.gov.uk/foodindustry/regulation/hygleg/)

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33. AFIB Egg Marketing Inspectorate (AFIB-EMI) acts on behalf of the FSA in respect of enforcement of food hygiene legislation at egg production units and packing stations in NI.

34. 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).

35. VS-VPHU enforces food hygiene legislation TSE and 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.

36. 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.

37. 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. 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.

Animal health and animal welfare

38. 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.

39. 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 tuberculosis 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

40. DARD AFIB Feed and Food Inspectorate (FFI) Feed Procedures 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.

41. AFIB Milk Section works in accordance with the principles of the Food Law Code of Practice (Northern Ireland) and associated Practice Guidance 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.

42. The AFIB-EMI 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

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comprehensive reporting system is also in place, covering all inspections from production, packing and retail establishments.

43. The VS-VPHU has in place an MOC similar to that of FSA (see Appendix B).

Animal health and animal welfare

44. 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.
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 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 tuberculosis 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 at abattoirs to ensure that conditions are appropriate and that animals are not suffering cruelty, or unacceptable levels of stress or discomfort. Welfare at abattoirs is checked by OVIs (previously OVSs) working for the FSA. The FSA would report to AHVLA a welfare problem in order for AHVLA to go and visit the farm.

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.


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) and others.

15. In undertaking these controls, AHVLA will carry out its responsibilities and functions in the case of any outbreak of exotic animal disease, detailed in Departmental contingency plans. The contingency plan includes an overarching plan for dealing with a range of exotic animal diseases as well as plans for responding to specific 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 Parish 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;
- 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 and carry out reconciliation and audit of returned Environmental Health Certificates (EHCs) by Official Veterinarians 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.

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

More information on the RSPCA is available at: rspca.org.uk
17. The principal control activities are registration of production premises (egg production units), 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. All 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 RPID. 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 is currently developing a Quality Assurance (QA) framework for the whole organisation. This quality framework will include management checks of both field and office control activities.

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.\(^{92}\) 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 Team 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 passporting 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, 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. It is also the official forest tree testing station for GB.

Control activities

6. 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 and Fireblight and therefore DARD is required to undertake surveys for such pests and diseases.

Priorities

7. In the plant health sector control priorities are determined according to the risk posed by pests and diseases and resources allocated accordingly. The disease caused by the fungal pathogen *Phytophthora ramorum* has been a high priority within the UK for several years and more recently Ash dieback caused by *Chalara fraxinea* but this does not prevent the allocation of resources to other pests and diseases deemed to be important for the UK or the European Community.

8. 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.

Compliance with requirements in Regulation 882/2004

Monitoring control activities

9. 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.

10. 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

11. 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.

12. SG RPID 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.

13. DARD inspectors have operating instructions for potato plant health and horticulture plant health. These are reviewed regularly and modified as the need arises.

14. 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

15. 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.

16. 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.

18. 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 WG 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 (i.e. documentary checks) 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 Officers in Scotland and DARD Bee Inspectorate also collect honey samples on behalf of the VMD under Council Directive 96/23. The samples are analysed by the Food Science Group at Fera.

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.

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 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 FHI of Cefas (on behalf of Defra and the Welsh Government), Marine Scotland 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 traded 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 their relevant trade associations. It provides 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. Marine Scotland FHI is also responsible for conducting the VMD sampling programme across finfish Authorised Production Businesses. MSS\(^{94}\) also carries out a wide range of essential marine and freshwater fish farm research and offers advice on aspects of production and disease control on behalf of Marine Scotland.

5. In NI, the Veterinary Division of the 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 aspects of the work 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;

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\(^{94}\) 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 a 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.

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 standards. Documented procedures and an internal audit programme are crucial components of the quality system.

AFBI

13. The VSD 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 Fisheries Division and VSD with an annually agreed work programme and an annual audit by DARD in respect of sampling and reporting procedures. VSD is currently accredited by UKAS under the ISO 17025 and ISO 9001 standards.

Reporting arrangements

Cefas

14. The Inspectorate produces quarterly and annual reports to the Defra Aquatic Animal Health policy customer, outlining progress against targets established 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 defra.gov.uk/aahm/

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 Act 95 and Freedom of Information Act 96 requirements.

MSS

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

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95 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

96 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 Marine Scotland.

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 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 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. For the MSS FHI, their UKAS audit system follows similar procedures to these, which are audited annually by UKAS.
Appendix H - Rural Payments Agency (RPA)

Roles and responsibilities

1. The RPA Inspectorate conducts a range of farm, traders and technical inspections to ensure full compliance with the relevant UK and Community legislation.97

Control activities

Food

2. With regard to beef labelling,98 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 carcases, 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 12 months or less 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

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97 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.

98 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
certificate of approval and make a note of all voluntary claims being made to 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 Cattle Tracing Service (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 found 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 manned by FSA Operations staff. 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. 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 201199 to inspect and approve manufacturers and distributors of SFAs100, 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 4 years.

4. The VMD has set up an internal Enforcement Liaison Group. One of its aims is to agree the future enforcement priorities for the VMD.

99 SI 2011/2159.
100 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.
5. 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 ten AGPs, although the level of quantification for two AGPs is above the target level of 2mg/kg. The biosensor technique is not fully functional yet, however the VMD has a sampling programme in place to test feed samples for antimicrobial growth promoters by conventional methods.

6. In addition AHVLA who carry out official duties of health monitoring in establishments, have an agreement with the VMD to report irregularities. Banned antibiotic growth promoters have been highlighted for special attention, for example. An MoU between the VMD and AHVLA formalises this arrangement.

7. The VMD and National Agricultural Panel (NAP) have revised their MoU to include details of banned substances and substances of interest to the VMD and Local Authorities.

Veterinary residue surveillance

8. 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.

9. Samples are collected by the following bodies under terms (including KPIs) set out in SLAs or Memoranda of Understanding (MOUs): AHVLA, FSA, Cefas, Marine Scotland, Scottish Executive Environment & Rural Affairs Department (SEERAD) 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 farmer’s records of veterinary medicine usage are carried out on 1,500 farms a year. Sampling of suspect animals and carcases, and intensified checks are also provided for in the legislation and used when appropriate.

10. 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

11. 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 Authority101 on behalf of the VMD.

Medicated feed and SFAs

12. 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

13. 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.

101 More information on the Medicines and Healthcare products Regulatory Agency is available at: mhra.gov.uk/home/idcplg?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 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 public and 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/prc_home.asp.
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 SANCO12495 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 (pesticides.gov.uk/).
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 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 legislation\(^\text{102}\) (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.\(^\text{103}\) At other stages in the production chains, local authorities are responsible not only for monitoring and enforcing feed and food safety legislation but also for enforcing rules on labelling and

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\(^{102}\) Detailed information on this legalisation is available at: food.gov.uk/foodindustry/regulation/hy_ngleg/

compositional standards. PHAs 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 their 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 whom it acts as the 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, includes 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/EC and Regulation 136/2004/EC. 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. Information regarding

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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.\(^{106}\)

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 669/2009\(^{107}\) 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](http://food.gov.uk/foodindustry/imports/banned_restricted/highrisknonpoao)

**Recognition of Natural Mineral Waters**

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

**Food contact materials**

12. 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.

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\(^{106}\) 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.

\(^{107}\) 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 that are 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 (and when it is issued, the Practice Guidance) 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 Local authority Food Law Enforcement

23. This covers 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: archive.defra.gov.uk/foodfarm/animaltrade/imports/bips/pdf/bipmanual.pdf archive.defra.gov.uk/foodfarm/animaltrade/imports/ovsnotes/index.htm

Control procedures - animal health and welfare

26. Control procedures are set out for local authorities in England and Wales within the appropriate service delivery plan when agreed between local RODs and each local authority.

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 in Scotland.
# 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.

<table>
<thead>
<tr>
<th>Analytical activity</th>
<th>Competent authority responsible for appointing the NRL</th>
<th>NRL</th>
<th>Arrangements to ensure NRLs operate in accordance with Article 33(2) and (3) of Regulation 882/2004</th>
<th>Quality control or management systems in place in the NRL</th>
<th>Arrangements for planning and conducting proficiency or ring tests during the period of the NCP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Feed and food NRLs</strong></td>
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</tr>
<tr>
<td>Milk and milk products</td>
<td>FSA</td>
<td>AFBI, Agriculture, Food &amp; Environmental Science Division, Newforge Lane, Belfast BT9 5PX</td>
<td>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.</td>
<td>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.</td>
<td>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.</td>
</tr>
<tr>
<td>Analysis and testing of zoonoses (Salmonella)</td>
<td>Defra For food aspects: FSA</td>
<td>AHVLA, New Haw, Addlestone, Weybridge, Surrey, KT15 3NB Food: PHE, Colindale Avenue, London NW9 5EQ</td>
<td>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.</td>
<td>The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 &amp; 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 Good Manufacturing Practice 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.</td>
<td>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.</td>
</tr>
<tr>
<td>Monitoring of marine biotoxins</td>
<td>FSA</td>
<td>AFBI Headquarters, 18a Newforge Lane, Belfast BT9 5PX</td>
<td>SLA 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/SLA.</td>
<td>Laboratory operates to ISO/EC 17025. Methods are UKAS accredited. Representatives attend the relevant EURL briefing and training courses.</td>
<td>AFBI participates in EURL ring trials, proficiency tests and the QUASIMEME Proficiency Scheme. As there are insufficient laboratories to conduct meaningful proficiency testing, the laboratories concerned participate in other proficiency schemes in order to maintain their accreditation.</td>
</tr>
</tbody>
</table>

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108 More information on the QUASIMEME Proficiency Testing Scheme is available at: marlab.ac.uk/Delivery/standaloneCM.aspx?contentid=503
<table>
<thead>
<tr>
<th>Activity</th>
<th>Responsible Authority</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitoring the viral and bacteriological contamination of bivalve molluscs</td>
<td>FSA</td>
<td>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 QA Scheme and EURL-organised ring trials. The NRL would take part in these under the current contract arrangements.</td>
</tr>
<tr>
<td>Listeria monocytogenes, Coagulase positive Staphylococci including Staphylococcus aureus, Escherichia coli, including Verotoxigenic E. coli (VTEC) and Campylobacter</td>
<td>FSA</td>
<td>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.</td>
</tr>
<tr>
<td>Parasites – Trichinella, Echinococcus and Anisakis</td>
<td>FSA</td>
<td>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.</td>
</tr>
<tr>
<td>Antimicrobial resistance</td>
<td>FSA</td>
<td>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.</td>
</tr>
</tbody>
</table>

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109 More information on the European Quality Assurance Scheme is available at: quality-register.co.uk/bodies/body74.htm
| Animal proteins in feedingstuffs | Defra | NHVLA, 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. NHVLA 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 NHVLA holds GLP and Good Manufacturing Practice approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards. | The NHVLA 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 NHVLA 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 1,2,3,4, Group B 2(d) and B 3(d) to Council Directive 96/23/EC | VMD | For A1, A2, A3, A4: AFBI, Food & Environmental Science Div. Newforge Lane, Belfast, BT9 5PX, N.Ireland, UK
For Group B 2(d) and B 3(d): Laboratory of the Government Chemist (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 1 A6 and B 3 (e) and carbadox and olaquindox to Council Directive 96/23/EC | VMD | For A 6 (Nitrofurans and nitroimidazoles): AFBI, Food & Environmental Science Div. Newforge Lane, Belfast, BT9.5PX, N.Ireland, UK  
For A 6 (Chloramphenicol and substances in honey) and B 3: Fera, Sand Hutton, York, YO41 1LZ  
For B3(e): Laboratory of the Government Chemist (LGC) Ltd, Queens Road, Teddington, Middlesex, TW11 0LY  
For Carbadox and olaquindox: 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. |
| Residues listed in Annex I, Group A 5, and Group B 2 (a), (b), (e) to Council Directive 96/23/EC | VMD | For A5, B2(b) nicarbazin: AFBI, Veterinary Sciences Division, Stoney Road, Stormont, Belfast, BT4 3SD  
For B2(a), B2(b) ionophores: Fera, Sand Hutton, York, YO41 1LZ  
For B2(e): Laboratory of the Government Chemist (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. SLA 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 the Competent Authority. |
| Residues listed in Annex I, Group B 2 (c) and Group B 3 (a), (b), (c) to Council Directive 96/23/EC | VMD | Laboratory of the Government Chemist (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. | LGC operates to ISO17025. It also attends the relevant EURL briefing and training courses. | LGC 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 Good Manufacturing Practice 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.

<p>| 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 (BS750 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. |
| Material intended to come into contact with foodstuffs | FSA | Fera, Sand Hutton, York YO41 1LZ | 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. | 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. Fera ensures that projects are carried out in compliance with the Defra/FSA Joint Code of Practice for Research. | As part of the requirements for accreditation, Fera participates in appropriate Food Analysis Performance Assessment Scheme (FAPAS) Series. It will also participate in proficiency tests arranged by the EURL. |</p>
<table>
<thead>
<tr>
<th>Pesticides residues in:</th>
<th>CRD</th>
<th>For pesticides in fruits and vegetables, pesticide single residue methods, and pesticides in cereals and feeding stuffs: Fera, Sand Hutton, York YO41 1LZ.</th>
<th>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. 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.</th>
<th>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. 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 FAPAS rounds.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cereals and feedingstuffs</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Food of animal origin and commodities with high fat content</td>
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</tr>
<tr>
<td>Fruits and vegetables, including commodities with high water and high acid content</td>
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<tr>
<td>Single residue methods</td>
<td></td>
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</tr>
</tbody>
</table>

<p>| Heavy metals in feed and food | FSA | Fera, Sand Hutton, York YO41 1LZ | MoU with the FSA takes account of requirements in Regulation 882/2004 and that of an NRL. 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. BS EN ISO 9001 (BS5750 Part 1) granted Accredited to ISO/IEC 17025:2005 in relation to referee analyst of feedingstuffs. 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. Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research. | The laboratory will take part in/organise such activities as required by the EURL. 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>
<table>
<thead>
<tr>
<th>Mycotoxins</th>
<th>FSA</th>
<th>Fera, Sand Hutton, York YO41 1LZ</th>
<th>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.</th>
<th>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. Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research.</th>
<th>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polycyclic Aromatic Hydrocarbons (PAHs)</td>
<td>FSA</td>
<td>Fera, Sand Hutton, York YO41 1LZ</td>
<td>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.</td>
<td>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. Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research.</td>
<td>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</td>
</tr>
<tr>
<td>Dioxins and Polychlorinated Biphenyls (PCBs) in feed and food</td>
<td>FSA</td>
<td>Fera, Sand Hutton, York YO41 1LZ</td>
<td>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.</td>
<td>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. Fera ensures that projects are carried out in compliance with the DEFRA/FSA Joint Code of Practice for Research.</td>
<td>As part of the requirements for accreditation, Fera participates in appropriate FAPAS Series. It will also participate in proficiency tests arranged by the EURL.</td>
</tr>
</tbody>
</table>
**Animal health NRLs**

<table>
<thead>
<tr>
<th>Disease</th>
<th>Authority</th>
<th>Location</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classical swine fever</td>
<td>Defra</td>
<td>AHVLA, New Haw Addlestone, Surrey KT15 3NB</td>
<td>SLA. This is being reviewed and the revised Agreement will require the AHVLA to be compliant with the requirements of Regulation 882/2004.</td>
</tr>
<tr>
<td>Avian influenza</td>
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<tr>
<td>Newcastle disease</td>
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<tr>
<td>Aujesky’s Disease (pseudorabies)</td>
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<tr>
<td>Equine Encephalomyelitis</td>
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<tr>
<td>Equine Infectious Anaemia</td>
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<tr>
<td>Enzootic Bovine Leucosis</td>
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<tr>
<td>Anthrax</td>
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<tr>
<td>Monitoring the effectiveness of rabies vaccination</td>
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<tr>
<td>Brucellosis</td>
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<tr>
<td>Rabies</td>
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<tr>
<td>Teschen Disease</td>
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<tr>
<td>West Nile Fever</td>
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<tr>
<td>Rift Valley Fever</td>
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<td></td>
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<tr>
<td>Equine Viral Arteritis</td>
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<tr>
<td>Bovine Tuberculosis</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monitoring the effectiveness of rabies vaccination</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Brucellosis</td>
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<tr>
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<td></td>
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<tr>
<td>Rift Valley Fever</td>
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<tr>
<td>Equine Viral Arteritis</td>
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<tr>
<td>Bovine Tuberculosis</td>
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<tr>
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<tr>
<td>Teschen Disease</td>
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<tr>
<td>Rift Valley Fever</td>
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<tr>
<td>Equine Viral Arteritis</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Bovine Tuberculosis</td>
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</tbody>
</table>

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 Good Manufacturing Practice 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.
<table>
<thead>
<tr>
<th>Disease</th>
<th>Organisation</th>
<th>Description</th>
<th>UKAS Accreditation</th>
<th>EU Ring Trial Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>African horse sickness</td>
<td>Pirbright Institute (PIR), Ash Road, Pirbright, Woking, Surrey, GU24 0NF</td>
<td>To be considered as part of the annual review of the contract between Defra and PIR.</td>
<td>PIR principal testing and diagnostic activities are accredited by UKAS to ISO/IEC 17025:2005 (Laboratory No 4025).</td>
<td>PIR organises EU and broader International Proficiency testing schemes and is required to partake in EU ring trial initiatives as appropriate.</td>
</tr>
</tbody>
</table>
| Fish, bivalve mollusc and crustacean shellfish diseases | 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 have 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 practise 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.  
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 Ostreid Herpesvirus-1 µvar, Bonamia and cell culture-based diagnostics in 2013/14 for submission to UKAS.  
Ring tests on major notifiable and emerging diseases. |
| Campylobacter 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 400436). Additionally AHVLA holds GLP and Good Manufacturing Practice 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 we have no AMR in animals NRL as we are trying to get AHVLA's former NRL status restored. Once restored it will be AHVLA, New Haw, Addlestone, Surrey KT 15 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 400436). Additionally AHVLA holds GLP and Good Manufacturing Practice 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

<table>
<thead>
<tr>
<th>Laboratories designated by CRD for pesticide residue analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>LGC Ltd(^{110})</td>
</tr>
<tr>
<td>Fera(^{111})</td>
</tr>
<tr>
<td>Agri-Food Biosciences Institute (AFBI)(^{112})</td>
</tr>
<tr>
<td>SASA(^{113})</td>
</tr>
<tr>
<td>Eurofins Ltd(^{114})</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Laboratories designated for analysis of residues of veterinary medicines</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fera</td>
</tr>
<tr>
<td>AFBI</td>
</tr>
</tbody>
</table>

\(^{110}\) More information on LGC Ltd is available at: lgc.co.uk/
\(^{111}\) More information on Fera (an executive agency of Defra) is available at: fera.defra.gov.uk/
\(^{112}\) AFBI is a Government laboratory. More information is available at: afbini.gov.uk/
\(^{113}\) More information on SASA is available at: sasa.gov.uk/
\(^{114}\) More information on Eurofins Ltd is available at: eurofins.co.uk/
<table>
<thead>
<tr>
<th>Laboratories designated for analysis of medicated feedingstuffs and SFAs (additives, premixtures and compound feedingstuffs)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fera</strong></td>
</tr>
<tr>
<td>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. This is a new piece of work that Fera carry out for us so we will either add to the existing SLA that Residues have with Fera or draw up a separate one for us.</td>
</tr>
<tr>
<td><strong>Sciantec Analytical Services Ltd, Cawood, North Yorkshire</strong>&lt;sup&gt;116&lt;/sup&gt;</td>
</tr>
<tr>
<td>Sciantec is accredited to ISO 17025 and audited by UKAS. The VMD is in the process of drawing up an SLA/Customer Agreement with Sciantec.</td>
</tr>
<tr>
<td><strong>Public Analyst</strong></td>
</tr>
<tr>
<td>Public Analyst operates to an MoU with DARD which is reviewed annually.</td>
</tr>
<tr>
<td><strong>AFBI (NI)</strong></td>
</tr>
<tr>
<td>AFBI operates in adherence to a sampling and analysis plan drawn up by DARD.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Official laboratories designated for the testing of samples from mammals and birds for notifiable diseases taken as part of an investigation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>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</strong>&lt;sup&gt;117&lt;/sup&gt;</td>
</tr>
<tr>
<td>The laboratory testing facilities are UKAS accredited to ISO/EC 17025:2005 (Lab nos. 0941 &amp; 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 Good Manufacturing Practice approval and complies with the Joint Code of Practice for Research projects and Good Clinical Practice (Veterinary) quality standards.</td>
</tr>
<tr>
<td><strong>PIR</strong></td>
</tr>
<tr>
<td>Current accredited tests are listed in the PIR’s ISO/IEC 17025 Schedule of Accreditation available via the UKAS website: reference 4025. PIR 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.</td>
</tr>
</tbody>
</table>

<sup>116</sup> More information is available at: [sciantec.uk.com/](http://sciantec.uk.com/)

<sup>117</sup> More information on the AHVLA is available at: [defra.gov.uk/ahvla](http://defra.gov.uk/ahvla)
### Official laboratories for bee health controls

<table>
<thead>
<tr>
<th>Laboratory</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fera</td>
<td>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). The NBU is also subject to assessment under ISO 9001 to which Fera is accredited.</td>
</tr>
<tr>
<td>SASA</td>
<td>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 &amp; 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).</td>
</tr>
<tr>
<td>AFBI</td>
<td>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.</td>
</tr>
</tbody>
</table>

### Official laboratories for fish, shellfish and crustacean health

<table>
<thead>
<tr>
<th>Laboratory</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Cefas Weymouth Laboratory;</td>
<td>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.</td>
</tr>
<tr>
<td>MSS Aberdeen Laboratory;</td>
<td>Cefas operates under an MoU between Defra and the FHI covering the Inspectorate’s responsibilities and activities. The work MSS carries is governed by a Service Level Agreement, set out on an annual basis.</td>
</tr>
<tr>
<td>AFBI Belfast Laboratory.</td>
<td>There is an MOU in place between DARD Fisheries Division and VSD with an annually agreed work programme and an annual audit by DARD in respect of sampling and reporting procedures.</td>
</tr>
</tbody>
</table>

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118 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
119 More information on Cefas is available at cefas.defra.gov.uk/
120 More information on Marine Scotland 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.

<table>
<thead>
<tr>
<th>Competent authority delegating control task</th>
<th>Control bodies</th>
<th>Task(s) delegated</th>
<th>Measures taken in accordance with Regulation 882/2004</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Feed and food controls</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 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](http://food.gov.uk/enforcement/monitoring/foodlabs/foodcontrollabs) | Chemical analysis and microbiological examination of official feed and food samples. | • 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. |
<p>| FSA – Enforcement and Local authority Delivery Division | Eclipse Scientific Group | Collection of samples, and testing of RCDM for drinking. | • An SLA sets out performance targets, arrangements for supervision and monitoring (by AHVLA) and reporting of results by Eclipse Laboratories in England and Wales (no raw milk is sold in Scotland or NI). |
| CRD                                        | Mintel International Group Ltd | Sample collection for pesticide residues surveillance. | • A contract is in place specifying work plans, review dates and reporting arrangements. HSE CRD is currently exploring the options for independent audit of Mintel. |
| CRD                                        | Fera LGC Ltd, AFBI Eurofins SASA | Official laboratories used in the residue monitoring process. | • Contracts and SLAs are in place specifying work plans, review dates and reporting arrangements for analysis and results. |</p>
<table>
<thead>
<tr>
<th>VMD</th>
<th>Fera</th>
<th>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</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>• 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.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Fera is accredited to ISO17025.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Inspectors of UKAS, the FVO, the United States Department of Agriculture (USDA) and the VMD independent audit team audit Fera.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Sciantec – Sciantec is accredited to ISO 17025 and audited by UKAS.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Defra - Livestock &amp; Livestock Products</th>
<th>Government recognised independent verifiers(^{121})</th>
<th>Verifying claims under the Beef Labelling Scheme (as required by EC Regulation 1760/2000).(^{122})</th>
<th>• 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).</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>• The control bodies report their findings, including any non-compliance, to the RPA.</td>
<td></td>
</tr>
</tbody>
</table>

---

\(^{121}\) A list of these bodies is available at: [rpa.gov.uk/rpa/index.nsf/0/C256DB965D95B47A802574C20047B8F9](rpa.gov.uk/rpa/index.nsf/0/C256DB965D95B47A802574C20047B8F9)

| Defra - Stakeholder Engagement Behavioural Change and Better Regulation Core Function | Approved private organic inspection bodies¹²³ | Control and certification of organic production (as required by Council Regulation 834/2007, Commission Regulation 889/2008 and Commission Regulation 1235/2008).¹²⁴ | • Certification bodies are independently accredited and audited by UKAS against European Standard EN45011.  
• 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.¹²⁵ |
|---|---|---|---|
| Defra - Regional and Local Food Team, Food Policy Unit | Private and public inspection bodies (public inspection bodies in the form of TSOs).¹²⁶ | Ensuring that producers of registered protected food names are complying with the registered specification for those products (as required by Regulation (EU) 1151/2012)¹²⁷ | • Private inspection bodies are independently accredited and audited by UKAS against European Standard EN45011.  
• Public inspection bodies must be able to demonstrate that, as far as possible, they are able to comply with the principles of the EN 45011 Standard.  
• Arrangements are in place to report the outcome of official controls to Defra. |

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¹²³ A list of these bodies is available at [archive.defra.gov.uk/foodfarm/growing/organic/documents/organic-control-bodies-list.pdf](archive.defra.gov.uk/foodfarm/growing/organic/documents/organic-control-bodies-list.pdf)


¹²⁶ Defra is currently carrying out a major revamp 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](eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:C:2005:317:0001:0110:EN:PDF)
<table>
<thead>
<tr>
<th>Defra – Disease Mitigation, Control and Export Support Policy team</th>
<th>Approved industry independent control bodies</th>
<th>Delegated to carry out routine official sampling and inspection visits to members of approved industry control programmes on behalf of the competent authority</th>
<th>• Official control sampling under the requirements of the Salmonella National Control Programmes (Regulation (EC) No. 2160/2003) in the laying hen and turkey industry sectors.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Animal health</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Defra (Animal Health)</td>
<td>Commercial transport carrier companies. 128</td>
<td>Basic checks of pet passports required under PETS.</td>
<td>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.</td>
</tr>
</tbody>
</table>

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128 defra.gov.uk/wildlife-pets/pets/travel/pets
<table>
<thead>
<tr>
<th>Defra</th>
<th>Cellmark</th>
<th>Genotyping of sheep in support of scrapie controls.</th>
<th>DNA testing organisation accredited to quality standard ISO 17025. Operates under contract to Defra</th>
</tr>
</thead>
<tbody>
<tr>
<td>Defra</td>
<td>LGC, Exeter LGC, Runcorn</td>
<td>BSE testing for cattle slaughtered for human consumption</td>
<td>Approved under Transmissible Spongiform Encephalopathies (England) Regulations 2010 following satisfactory evaluation by the NRL (TSE). Approval criteria available at <a href="http://defra.gov.uk/vla/services/ser_bse_lab_approvals.htm">defra.gov.uk/vla/services/ser_bse_lab_approvals.htm</a> and include ISO17025 accreditation.</td>
</tr>
<tr>
<td>Welsh Government</td>
<td>IdentiGEN Ltd, Newport</td>
<td>BSE testing for cattle slaughtered for human consumption</td>
<td>Approved under Transmissible Spongiform Encephalopathies (Wales) Regulations 2008 following satisfactory evaluation by the NRL (TSE). Approval criteria available at <a href="http://defra.gov.uk/vla/services/ser_bse_lab_approvals.htm">defra.gov.uk/vla/services/ser_bse_lab_approvals.htm</a> and include ISO17025 accreditation.</td>
</tr>
</tbody>
</table>
### Appendix O - Staff Numbers as at November 2012

#### Number of Control Staff in UK

<table>
<thead>
<tr>
<th>Authority</th>
<th>Full time equivalents</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSA</td>
<td>620 employed Meat Hygiene Inspectors</td>
<td>1930</td>
</tr>
<tr>
<td></td>
<td>34 employed S DMs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>167 contracted Meat Hygiene Inspectors</td>
<td></td>
</tr>
<tr>
<td></td>
<td>14 employed Official Veterinarians (OVs) and Lead Veterinarians</td>
<td></td>
</tr>
<tr>
<td></td>
<td>264 contracted OVs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>25 contracted Lead Veterinarians</td>
<td></td>
</tr>
<tr>
<td></td>
<td>9 meat plant Approvals &amp; Monitoring staff</td>
<td></td>
</tr>
<tr>
<td></td>
<td>791 policy/admin/support staff</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2 Technical Verifiers</td>
<td></td>
</tr>
<tr>
<td>Local Authorities</td>
<td>2709 EHOs/TSOs</td>
<td>2709</td>
</tr>
<tr>
<td>Defra</td>
<td>68 Animal Health:</td>
<td>249</td>
</tr>
<tr>
<td></td>
<td>Global Trade &amp; Aquaculture Health, Zoonoses &amp; Surveillance</td>
<td></td>
</tr>
<tr>
<td></td>
<td>95 Animal Welfare, Bovine TB, Animal Health, Policy &amp; Implementation (Exotic Diseases, Livestock &amp; Movement Controls), Plant Health Policy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>21 Food Policy, Competitiveness &amp; Growth</td>
<td></td>
</tr>
<tr>
<td></td>
<td>14.5 Food &amp; Materials Security &amp; Food Standards</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11 Chemicals &amp; Emerging Technologies</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6.5 Organic Team</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 Internal Audit</td>
<td></td>
</tr>
<tr>
<td>Welsh Government</td>
<td>OCVO</td>
<td>104</td>
</tr>
<tr>
<td></td>
<td>4 Veterinary Advisers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>55 administrative staff</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rural Inspectorate</td>
<td></td>
</tr>
<tr>
<td></td>
<td>45 Inspectors</td>
<td></td>
</tr>
<tr>
<td>FSA Dairy Hygiene</td>
<td>20 front line Inspectors</td>
<td>21.5</td>
</tr>
<tr>
<td></td>
<td>1.5 FTE administrative staff</td>
<td></td>
</tr>
<tr>
<td>AHVLA Primary Production</td>
<td>32 Inspectors</td>
<td>56</td>
</tr>
<tr>
<td></td>
<td>19 Inspector Line Managers</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 Technical Services Manager</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1f/t &amp; 3 p/t admin staff</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3 DARD</td>
<td></td>
</tr>
<tr>
<td>Scottish Government</td>
<td>Rural &amp; Environment Directorate</td>
<td>201</td>
</tr>
<tr>
<td></td>
<td>2 Inspectors</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Animal Health &amp; Welfare Division</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CVO Scotland</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4 Veterinary Surgeons</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1 Scientific Advisor</td>
<td></td>
</tr>
<tr>
<td></td>
<td>28 Administrative &amp; Policy Staff</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rural Payments &amp; Inspectorate Division</td>
<td></td>
</tr>
<tr>
<td></td>
<td>150 Inspectors</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Egg &amp; Poultry Unit</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5 Inspectors</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Horticulture &amp; Marketing Unit</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11 Inspectors</td>
<td></td>
</tr>
</tbody>
</table>

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130 Since December 2012, the Plant Health Policy Team (as well as Fera policy teams responsible for bee health and plant varieties and seeds) (total number of staff – 32) transferred to core-Defra from Fera.
<table>
<thead>
<tr>
<th>Agency/Service</th>
<th>Staff Details</th>
<th>Total Staff FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Health &amp; Veterinary Laboratory Agency</td>
<td>762 administrative staff 289 management staff 297 veterinary staff 268 technical staff 604 scientific staff</td>
<td>2220</td>
</tr>
<tr>
<td>VMD</td>
<td>3 National Residues Surveillance Scheme 4 Policy Advice on medicated feedingstuffs &amp; feed additives 9 Inspections &amp; Investigations Team (6 inspectors plus 3 admin staff)</td>
<td>23</td>
</tr>
<tr>
<td>DARD</td>
<td>149 Veterinary Service / Veterinary Public Health Unit 57 Agri-Food Inspection Branch 11 Animal (fish) Health &amp; Welfare</td>
<td>217</td>
</tr>
<tr>
<td>CRD</td>
<td>56 Analysts 0.5 Residue enforcement campaigns 0.5 Risk Assessments 28 Sample collection monitoring</td>
<td>85</td>
</tr>
<tr>
<td>RPA</td>
<td>152 BCMS 244 Inspectors 45 non-SPS schemes in Operations</td>
<td>441</td>
</tr>
<tr>
<td>Plant Health Service for the UK</td>
<td>England: 91 Inspectors 28 support staff 6 Policy staff Wales: 13 Policy, admin &amp; support staff Scotland: 63 Inspectors 28 support staff 3 Policy staff NI: 18 Policy, Inspectors and admin staff Forestry Commission 6 Policy, admin &amp; support staff 20 Inspectors</td>
<td>282</td>
</tr>
<tr>
<td>FERA</td>
<td>80 staff Supporting Plant Health Quarantine Regulations 20 staff Supporting Veterinary Medicines Regulations</td>
<td>100</td>
</tr>
<tr>
<td>Bee Health</td>
<td>England: 3 policy staff NBU 15 support staff (covering E&amp;W) 44 Bee Inspectors Wales: 3 policy staff 10 Bee Inspectors Scotland: 2 policy support staff 1 Scientific specialist 1 Apiculture specialist 4 full time equivalent Bee Inspectors DARD: 1 Senior Inspector (supported by 2 seasonal inspector)</td>
<td>83</td>
</tr>
<tr>
<td>PIR</td>
<td>17 staff in Pirbright Reference Labs</td>
<td>17</td>
</tr>
<tr>
<td>Cefas</td>
<td>45 Food Safety staff 21 Aquatic Animal Health</td>
<td>66</td>
</tr>
<tr>
<td>MSS</td>
<td>40 Laboratory, Research &amp; Epidemiology staff – fish health &amp; disease research 18 FHI services</td>
<td>58</td>
</tr>
<tr>
<td><strong>Total number of FTE staff involved in controls on food safety, animal and plant health and animal welfare in the UK</strong></td>
<td><strong>8845</strong></td>
<td></td>
</tr>
</tbody>
</table>
## Appendix P – Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABP</td>
<td>Animal by-products</td>
</tr>
<tr>
<td>AFBI</td>
<td>Agri-Food Biosciences Institute</td>
</tr>
<tr>
<td>AFLELG</td>
<td>Animal Feed Law Enforcement Liaison group</td>
</tr>
<tr>
<td>AGP</td>
<td>Antimicrobial Growth Promoter</td>
</tr>
<tr>
<td>AHVLA</td>
<td>Animal Health and Veterinary Laboratories Agency</td>
</tr>
<tr>
<td>AMES</td>
<td>Animal Health &amp; Welfare Management &amp; Enforcement System</td>
</tr>
<tr>
<td>AMLS</td>
<td>Animal Movement Licensing System</td>
</tr>
<tr>
<td>ANA</td>
<td>Audit Needs Assessment</td>
</tr>
<tr>
<td>APHA</td>
<td>Association of Port Health Authorities</td>
</tr>
<tr>
<td>APHIS</td>
<td>Animal and Public Health Information System</td>
</tr>
<tr>
<td>BBSRC</td>
<td>Biotechnology and Biological Sciences Research Group</td>
</tr>
<tr>
<td>BCMS</td>
<td>British Cattle Movement Service</td>
</tr>
<tr>
<td>BIP</td>
<td>Border Inspection Post</td>
</tr>
<tr>
<td>BRDO</td>
<td>Better Regulation Delivery Office</td>
</tr>
<tr>
<td>BSE</td>
<td>Bovine Spongiform Encephalopathy</td>
</tr>
<tr>
<td>CCA</td>
<td>Central Competent Authority</td>
</tr>
<tr>
<td>Cefas</td>
<td>Centre for Environment, Fisheries and Aquaculture Science</td>
</tr>
<tr>
<td>CP</td>
<td>Country Profile</td>
</tr>
<tr>
<td>CRD</td>
<td>Chemicals Regulation Directorate</td>
</tr>
<tr>
<td>CTS</td>
<td>Cattle Tracing Service</td>
</tr>
<tr>
<td>CVO</td>
<td>Chief Veterinary Officer</td>
</tr>
<tr>
<td>DAFM</td>
<td>Department of Agriculture, Food and the Marine</td>
</tr>
<tr>
<td>DARD</td>
<td>Department of Agriculture and Rural Development, Northern Ireland</td>
</tr>
<tr>
<td>Defra</td>
<td>Department for Environment, Food and Rural Affairs</td>
</tr>
<tr>
<td>DHI</td>
<td>Dairy Hygiene Inspector</td>
</tr>
<tr>
<td>DNA</td>
<td>Deoxyribonucleic acid</td>
</tr>
<tr>
<td>DVO</td>
<td>Divisional Veterinary Officer</td>
</tr>
<tr>
<td>EA</td>
<td>Environment Agency</td>
</tr>
<tr>
<td>EC</td>
<td>European Community</td>
</tr>
<tr>
<td>EEA</td>
<td>European Economic Area</td>
</tr>
<tr>
<td>EFAT</td>
<td>European Funds Audit Team</td>
</tr>
<tr>
<td>EHC</td>
<td>Environmental Health Certificate</td>
</tr>
<tr>
<td>EHO</td>
<td>Environmental Health Officer</td>
</tr>
<tr>
<td>EMI</td>
<td>Egg Marketing Inspectorate</td>
</tr>
<tr>
<td>EPPO</td>
<td>European and Mediterranean Plant Protection Organisation</td>
</tr>
<tr>
<td>EU</td>
<td>European Union</td>
</tr>
<tr>
<td>EURL</td>
<td>European Union Reference Laboratory</td>
</tr>
<tr>
<td>FAQ</td>
<td>Frequently Asked Questions</td>
</tr>
<tr>
<td>FBO</td>
<td>Food Business Operator</td>
</tr>
<tr>
<td>FeBO</td>
<td>Feed Business Operator</td>
</tr>
<tr>
<td>Fera</td>
<td>Food and Environment Research Agency</td>
</tr>
<tr>
<td>FFI</td>
<td>Feed and Food Inspectorate</td>
</tr>
<tr>
<td>FHI</td>
<td>Fish Health Inspectorate</td>
</tr>
<tr>
<td>Acronym</td>
<td>Description</td>
</tr>
<tr>
<td>---------</td>
<td>-------------</td>
</tr>
<tr>
<td>FHIS</td>
<td>Food Hygiene Information Scheme</td>
</tr>
<tr>
<td>FHRS</td>
<td>Food Hygiene Rating Scheme</td>
</tr>
<tr>
<td>FSA</td>
<td>Food Standards Agency</td>
</tr>
<tr>
<td>FVO</td>
<td>Food and Veterinary Office</td>
</tr>
<tr>
<td>GB</td>
<td>Great Britain</td>
</tr>
<tr>
<td>GHP</td>
<td>Good Hygiene Practice</td>
</tr>
<tr>
<td>GLP</td>
<td>Good Laboratory Practice</td>
</tr>
<tr>
<td>GLPMA</td>
<td>Good Laboratory Practice Monitoring Authority</td>
</tr>
<tr>
<td>GM</td>
<td>Genetically Modified</td>
</tr>
<tr>
<td>GMP</td>
<td>Good Manufacturing Practice</td>
</tr>
<tr>
<td>GRAIL</td>
<td>Guidance and Regulatory Advice on Import Legislation</td>
</tr>
<tr>
<td>HACCP</td>
<td>Hazard Analysis Critical Control Point</td>
</tr>
<tr>
<td>HMRC</td>
<td>Her Majesty’s Revenue and Customs</td>
</tr>
<tr>
<td>HR</td>
<td>Human Resources</td>
</tr>
<tr>
<td>HSE</td>
<td>Health and Safety Executive</td>
</tr>
<tr>
<td>IAH</td>
<td>Institute for Animal Health</td>
</tr>
<tr>
<td>IAS</td>
<td>Internal Audit Services</td>
</tr>
<tr>
<td>ISTA</td>
<td>International Seed Testing Association</td>
</tr>
<tr>
<td>KPI</td>
<td>Key Performance Indicator</td>
</tr>
<tr>
<td>LGA</td>
<td>Local Government Association</td>
</tr>
<tr>
<td>MANCP</td>
<td>Multi-Annual National Control Plan</td>
</tr>
<tr>
<td>MOC</td>
<td>Manual for Official Controls</td>
</tr>
<tr>
<td>MOU</td>
<td>Memorandum of Understanding</td>
</tr>
<tr>
<td>MSS</td>
<td>Marine Scotland Science</td>
</tr>
<tr>
<td>NAP</td>
<td>National Agricultural Panel</td>
</tr>
<tr>
<td>NFA</td>
<td>National Feed Audit</td>
</tr>
<tr>
<td>NFU</td>
<td>National Farmers' Union</td>
</tr>
<tr>
<td>NPPO</td>
<td>National Plant Protection Organisation</td>
</tr>
<tr>
<td>NRL</td>
<td>National Reference Laboratory</td>
</tr>
<tr>
<td>OCL</td>
<td>Official Control Laboratory</td>
</tr>
<tr>
<td>OCVO</td>
<td>Office of the Chief Veterinary Officer</td>
</tr>
<tr>
<td>ODS</td>
<td>Operations Director Scotland</td>
</tr>
<tr>
<td>ODW</td>
<td>Operations Director Wales</td>
</tr>
<tr>
<td>OSTS</td>
<td>Official Seed Testing System for Scotland</td>
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<td>PAH</td>
<td>Polycyclic Aromatic Hydrocarbon</td>
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<td>Processed Animal Protein</td>
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<td>PCB</td>
<td>Polychlorinated Biphenyl</td>
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<td>PCR</td>
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<td>Pet Travel Scheme</td>
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<td>PHSI</td>
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<td>Rapid Alert System for Food and Feed</td>
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<tr>
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<td>Raw Cows' Drinking Milk</td>
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<tr>
<td>SDM</td>
<td>Service Delivery Manager</td>
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<tr>
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