**Action Note 2024/12/01: Chapter 5: Residues**

**Purpose**

This Action Note (AN) is in relation to recent unassayable RIM samples that have arisen during the transit from abattoir to the laboratory. In order to try prevent this reoccurring, VMD has decided to trial the use of evidence tape as an additional measure to help seal tamperproof bags at the time of sample collection, prior to being frozen.

Please note that the evidence tape is not an alternative to sealing the tamperproof bags using the existing blue strip, but a way of adding a second layer to those bags, where the seal has or could malfunction.

This trial is to commence with VMD Q1 **January to March** Sample plan and feedback is welcomed during the trial - please send any to SLAandContracts@fss.scot

**Procedure**

FSS AOs are asked to complete the following:

* Once the tamperproof bag has been sealed with the blue strip, signed and dated by both the OV/MHI and witnesses (as per section 2.8 of SMOC), it then needs to be sealed with the yellow evidence tape provided.
* The evidence tape needs to be applied to the front of the tamperproof bag, width ways along the top and folded over the top of the bag, so that it adheres to the back of the bag (see annex 1).
* Once sealed, follow the current SMOC instructions for sample storage (section 2.9) and packing and despatch (section 2.10).

**Field Staff** are required to:

* Note the contents of this Action Note. Plant attending OVs to ensure that the Action Note is read by all FSS staff, and this is noted in the Action/Information Log.

**This Action Note will be**:

* Uploaded to the Action Note Live Folder and Operation tracker log on SharePoint.
* Forwarded to Website mailbox (websiteteam@fss.scot) for publication on our website.

The Action Note will remain live until either incorporated in the SMOC, or revoked.

Copies of the live and revoked Action Notes can be found on [SharePoint](http://sgsharepoint16/sites/FSS/ops/_layouts/15/start.aspx#/SitePages/Home.aspx?RootFolder=%2Fsites%2FFSS%2Fops%2FShared%20Documents%2FSMOC%2FSMOC%20%2D%20Action%20Notes&FolderCTID=0x012000BE19D936AC67B044AE90EEDEB6E4B48F&View=%7B4874B561%2DB608%2D40C4%2DBE22%2DC4C905F4C7BD%7D).

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| --- | --- | --- | --- |
| **Action Note drafted by** | **Action Note agreed by** | **Published** | **Revoked** |
| Colin Clark | Elena McWatt | Chris Quick |  |
| 28/11/2024 | 02/12/2024 | 03/12/2024 |  |

**Annex 1**

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## **Action/Information Log**

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| Action/Information Note Number [delete as appropriate]:  |
| SMOC Chapter: |
| Implementation/Revocation Date [delete as appropriate]: |

***(Signing the charter below certifies that the Action/Information has been read and understood)***

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| **Print Name** | **Designation** | **Date** | **Signature** |
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