

Audit Report

(AUD 9/3)

Establishment Details			
Establishment Name	BROWNS FOOD GROUP (T/A THE SCOTTISH GOURMET)		
Approval Number	1217		
Approved Activities / Audited Operations			
	Activity	Audited	Comments
Cutting Plant	Domestic Ungulates	Yes	
Other Meat Activities	Meat Preparations	Yes	
Processing Plant	Meat products (to be cooked before eating)	Yes	
Processing Plant	Ready to eat meat products	Yes	
Processing Plant	Fishery Products	Yes	
Re-wrapping establishment		Yes	
Re-packaging establishment		Yes	
Cold store		Yes	
Cutting Plant	Farmed Birds & Lagomorphs	No	Conditionally Approved
Other Meat Activities	Minced meat establishment	No	Conditionally Approved
Audit On-Site Visit	02/10/18		

DEFINITIONS

Compliant - food business is operating in accordance with its food safety management systems, food safety standards and has met the requirements of the regulations.
Minor – not likely to compromise public health (including food safety) or animal health or welfare or lead to the handling of unsafe or unsuitable food. A minor non-compliance is an isolated low risk situation and does not compromise achieving control measures of the food safety program i.e. overall the food safety program is still effective in controlling the food safety hazards. When viewed collectively a number of related minor non-compliances may represent a major non-compliance.
Major - likely to compromise public health (including food safety) or animal health or welfare or may lead to the production and handling of unsafe or unsuitable food if no remedial action is taken . When viewed collectively a number of related major non-compliances may represent critical non-compliance.
Critical - contravention poses an imminent and serious risk to public health (including food safety) or animal health or welfare.

Audit Outcome (based on numbers of non compliances in the NCR)	Generally Satisfactory
Month of Next Full Audit	Oct-19
If applicable, the final month which a Partial Audit is required (not required with a Good Audit outcome).	Jan-19

Audit Outcome	Tolerance for audit outcome	Minimum Full Audit Frequency	Follow Up Partial Audits of critical and major NCs
Good	No majors or critical on day of audit or during audit period	12 months	N/A
Generally Satisfactory	No more than 2 majors during audit or during audit period rectified promptly No critical during audit period	12 months	Within 3 months*
Improvement Necessary	3-6 majors during audit or during audit period No critical during audit period	3 months	Within 1 month
Urgent Improvement Necessary	1 critical or >6 majors during audit or during audit period	2 months	Within 1 month

* For SH/GHE and co-located CPs the closure of the NCs can be done by the auditor based on the information supplied by the resident OV

Summary of audit findings and opening and closing meeting with FBO / Representative(s)	
Names & positions of people attending closing meeting	Andy Jeffrey (Technical Manager) Noriko Futami (Food Technologist)
<p>An opening meeting was held with Mr Jeffrey and Ms Futami upon arrival to the plant. This was the FBO's first Food Standards Scotland's Full Audit following full approval being granted. The Audit's scope, assessing and process were explained to the FBO. The auditor explained that the purpose of the audit would be to verify compliance of the plant's procedures with the current regulations and to make recommendations where improvements could be made. The Auditor explained to the FBO that the audit is not only based on the findings identified on the day of the visit, but also on any non-compliances recorded during the auditing period. On this occasion no items had been reported during the auditing period. The production area was visited by the auditor accompanied by Mr Jeffrey and Ms Futami who answered all the questions asked by the auditor during the visit. Mr Jeffrey and Ms Futami assisted the auditor during the whole audit process bringing paperwork as and when required, and answering the Auditor's questions. As included in the relevant sections of this report some documentation related deficiencies were identified and are recorded in the relevant sections of this audit report. All findings of the audit were discussed with Mr Jeffrey and Ms Futami at the closing meeting. The categorisations of the non-compliances identified were discussed with the FBO and their dates for rectification agreed. The FBO was informed that the audit frequency will be set to 12 months because one major non-compliance has been identified. The FBO was informed that because there is one major non-compliance reported; a follow up partial audit is required to take place within 3 months. The FBO was informed that the plant will still be subjected to unannounced inspections. The FBO was informed also that they may appeal if they disagree with the outcome of the audit. Finally, the Auditor thanked the FBO for their assistance provided during the audit.</p>	

3. Hygienic Production		
Cutting Plant / Minced Meat / Meat Preparations / Meat Products Hygiene / MSM		
Processing compliance with (EC) 853/2004 Annex III. Sections I, II, III, IV, V, VI		Assessment
3.10	Legal temperature controls are maintained throughout the process from intake to dispatch for all products and rooms	Compliant
3.11	Controls ensure that risk of cross contamination is minimised, prevented or reduced to acceptable levels during operation and appropriate action taken should contamination occur	Minor
3.12	Only permitted raw materials, including water and other ingredients, are used for minced meat, meat preparations, MSM and meat products	Compliant
3.13	All statutory microbiological testing is carried out and appropriate action on receipt of results is being taken.	Major
3.14	Wrapping and Packaging materials not to be a source of contamination, stored and handled in such a way that product contamination is avoided	Compliant
3.15	Re-usable wrapping and packaging materials for foodstuffs are easy to clean and disinfect and are clean at point of use	Compliant
3.16	Separation of exposed from packaged product	Compliant
3.17	Identification marking complies with the legislation	Compliant
3.18	Labelling of products that require cooking before eating complies with the legislation	Compliant
3.19	FBO traceability system allows identification of any person from whom they have been supplied with food products, and businesses to which their products have been supplied	Minor

RTE Products		Assessment
3.20	Controls provide assurance that critical limits are achieved: pasteurisation and cooling rates for RTE products	Compliant
3.21	Adequate separation of RTE and non RTE products	Compliant
Other Products of Animal Origin		
Fish and Fisheries Products		
Processing compliance with (EC) 853/2004, Annex III, Section VIII		Assessment
3.22	Legal temperature controls are maintained throughout the process from intake to dispatch for all fishery products	Compliant
3.23	Controls ensure that heading, gutting and filleting are carried out hygienically.	N/A
3.24	FBO has controls in place to ensure that fishery products susceptible to parasite infestation are subject to the required temperature treatment	Compliant
3.25	Cooking and handling of crustaceans (e.g. crabs) carried out hygienically and temperature requirements adhered to.	Not Observed
3.26	All statutory microbiological testing is carried out and appropriate action on receipt of results is being taken.	N/A
3.27	Wrapping and Packaging materials not to be a source of contamination, stored and handled in such a way that product contamination is avoided	Compliant
3.28	FBO has controls in place to ensure that the health standards criteria for fishery products are met (e.g. organoleptic, histamine, TVN, parasite and toxins harmful to human health)	Compliant
3.29	Identification marking complies with the requirements of the regulations	Compliant
Additional Comments		

4 Environmental Hygiene / Good Hygiene practices		
Structure:		Assessment
4.1	Design and layout permit good food hygiene practice and protect against contamination between and during operations	Compliant
4.2	Room size and number sufficient for different processes, species and throughput	Compliant
Water supply: potability water supply is assured		Assessment
4.3	FBO has operating procedures in place to ensure there is an adequate supply of potable water.	Compliant
4.4	The implementation of the operating procedures is effective and supported by records.	Minor
Maintenance: arrangements protect food from contamination		Assessment
4.5	FBO has operating procedures in place to ensure their premises, fittings and equipment are maintained in good repair and condition.	Compliant
4.6	The implementation of the operating procedures is effective and supported by records.	Compliant
Cleaning: arrangements protect food from contamination		Assessment
4.7	FBO has operating procedures in place to ensure their premises, fittings and equipment are kept clean and when necessary disinfected	Compliant
4.8	The implementation of the operating procedures is effective and supported by records.	Compliant

Pest Control: arrangements protect food from contamination		Assessment
4.9	FBO has operating procedures in place to control pests	Compliant
4.10	The implementation of the operating procedures is effective and supported by records.	Compliant
Staff training/instruction and supervision		Assessment
4.11	FBO has operating procedures in place to supervise, instruct and/or train staff in food hygiene and work procedures commensurate to their work activity	Compliant
4.12	FBO has operating procedures in place to train staff responsible for the development and maintenance of HACCP - based procedures	Compliant
4.13	The implementation of the operating procedures is effective and supported by records.	Compliant
Health arrangements		Assessment
4.14	FBO has operating procedures in place to ensure that no person suffering from or being a carrier of a disease likely to be transmitted through food is permitted to handle or enter a food-handling area	Compliant
4.15	The implementation of the operating procedures is effective and supported by records.	Compliant
Additional Comments		

5 Food Safety Systems Based on HACCP Principles (including exception reporting when using the meat diary in small establishments)		
		Assessment
5.1	Documented HACCP based procedures cover all foods supplied for human consumption. Specific slaughterhouse HACCP based procedure requirements are also included	Compliant
Principle 1 - identify any hazards that must be prevented, eliminated or reduced to acceptable levels		Assessment
5.2	HACCP team and description of product(s) provided	Compliant
5.3	Flow diagrams (description of manufacturing process) available	Compliant
5.4	All hazards that are essential to be controlled by HACCP based procedures have been identified (Physical, Microbiological & Chemical)	Compliant
Principle 2 - Identify the Critical Control Points (CCPs) at the step or steps at which control is essential to prevent or eliminate a hazard or to reduce it to acceptable levels		Assessment
5.5	Correct identification of CCPs or control points at the step or steps at which control is essential for food safety	Minor
Principle 3 - Establish critical limits at CCPs (or legal limits at CPs) which separate acceptability from unacceptability for the prevention, elimination or reduction of identified hazards		Assessment
5.6	Critical limits set up to reflect legal requirements, and/or to separate acceptability from unacceptability	Compliant

Principle 4 - establish and implement effective monitoring procedures at CCP/CPs		Assessment
5.7	Monitoring procedures at CCPs or control points (who, where, when, how often) correctly established	Compliant
5.8	Monitoring procedures are effective and supported by records	Compliant
Principle 5 - Establish corrective actions when monitoring indicates that a CCP is not under control		Assessment
5.9	Corrective action procedures established, for when monitoring indicates that a CCP or control point is not under control	Minor
5.10	Corrective actions are effective and supported by records	Linked to another item
Principle 6 - Establish procedures that are carried out regularly to verify that principles 1 - 5 are working effectively		Assessment
5.11	Validation and verification procedures have been established to regularly demonstrate that the above measures are working effectively	Minor
5.12	If part of FBOs procedures, arrangements for microbiological sampling and analysis of results are established and implemented	Compliant
5.13	Verification procedures, including microbiological sampling, are effective and supported records	Minor

Principle 7 - Establish documents and records commensurate with the nature and size of the food business to demonstrate the effective application of principles 1 - 6		Assessment
5.14	Staff procedures for day to day control of food safety hazards are recorded and kept up to date (SOPs / RMOPs etc)	Compliant
5.15	Records are established for keeping note of day to day checks and activities for the HACCP based controls	Compliant
5.16	Management records are established for keeping note of supervisory checks and corrective actions e.g. diary, check sheets etc)	Compliant
Review		Assessment
5.17	HACCP plans are reviewed and if necessary amended in response to changes to Suppliers / products / operations / equipment / law etc or following complaints	Compliant
Additional Comments		

6. Handling of Animal By-Products / waste to protect human and animal health		
		Assessment
6.1	Animal By-Products are removed from food production areas as quickly as possible, avoiding cross contamination	Compliant
6.2	Animal By-Product containers are leak proof, closable, kept in sound condition, cleaned and disinfected as often as necessary. Waste stores are pest proof.	Compliant
6.3	Animal By-Products, including SRM, are correctly identified, segregated and categorised	Compliant
6.4	Animal By-Products, including SRM, are correctly stored where necessary	Compliant
6.5	Animal By-Products, including SRM, are dispatched to approved premises with correctly completed commercial documentation	Compliant
Additional Comments		

7. TSE / SRM Controls		
		Assessment
7.1	FBO ensures meat entering the food chain is free from SRM	Compliant
7.2	Animals requiring BSE testing intended for the food chain are tested for BSE/TSE, and processed as per RMOP	N/A
7.3	Meat for all animals tested for BSE/TSE does not enter the food chain unless tested negative	N/A
7.4	Imported carcasses meet requirements for the removal of SRM	N/A
7.5	Vertebral column from over 30 month cattle is removed and stained	N/A
Additional Comments		