

To: Heads of Food Service.  
Lead Food Officers.

17 October 2019

FSS/ENF/19/018

Dear Colleague

### **Upgrade of the Scottish National Database ('SND') to SND 2.1**

An upgrade to the SND Portal will be carried out on Monday 21<sup>st</sup> October 2019 and will be available for use on Tuesday 22<sup>nd</sup> October 2019.

This upgrade provides:

- The ability to produce a PDF record for any Registered or Approved Food Business Establishment
- The introduction of a new data filter facility on each SND Dashboard that will allow greater flexibility of filtering and reporting on the following records:
  - Registered Food Business Establishments
  - Approved Food Business Establishments
  - Interventions
  - Enforcement Actions
  - Complaints
  - Food Hygiene Information Scheme records
  - Completed Sample records.

The SND User Manual accompanying this letter provides further information and guidance on the use of SND. This copy of the SND User Manual replaces the manual issued for the upgrade to SND 2.0 in September 2019.

There are no specific actions required before using SND 2.1 but Lead Food Officers are asked to check that all required mappings are in place for their Local Authority data. After applying new mappings please contact MacLaren West on [support@maclarenwest.co.uk](mailto:support@maclarenwest.co.uk) to ensure that the new mappings are applied to your existing SND data.

Further upgrades to SND are scheduled to follow later this financial year for:

- The production of Scottish Food Enforcement Annual Return ('SFEAR') report from SND.
- Recording of Import and Export information in SND.

If you have any questions or require further assistance please contact me, using the contact details provided below, or contact MacLaren West at [support@maclarenwest.co.uk](mailto:support@maclarenwest.co.uk).

Yours sincerely

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