

To: Lead Feed Officers
Cc: TSI, CoSLA, SFELC

31 July 2015

FSS/ENFTS/15/004

Dear Colleague,

Local authority feed law enforcement returns for 2014/15 and updates to the register of feed premises

I am writing to request the annual feed law enforcement return and updated details of registered and approved feed business establishments from your local authority for the 2014/15 financial year.

1. Feed law enforcement returns for 2014/15 (enforcement and sampling activity)

Data for the 2014/15 financial year is requested and will form the basis of our annual report to the European Commission.

Annex 1 provides guidance on completing the Feed Enforcement Returns. Annexes 2 & 3 are the spreadsheets to be used for providing details of enforcement and sampling activities, respectively, undertaken in 2014/15. If your sampling activity and analysis results for 2014/15 are on UKFSS, there is no need to complete the spreadsheet at Annex 3. Please indicate, when making your return, that sampling data can be obtained from UKFSS.

2. Register of feed premises

Information about feed premises registers together with the Register of Approved Feed Business Operators can be found on the FSA's website at:

<http://www.food.gov.uk/enforcement/sectorrules/feedapprove/feedpremisesregister>.

Please review the entries on your Premises Register to ensure it shows the correct position in line with the Guidance at Annex 4.

You can either:

- submit your entire Premises Register to FSS using the template at Annex 5; or
- confirm the changes that have been made to your 2013/14 return, using the template provided at Annex 6 - this will enable FSS to update the premises details we already hold. For those LAs that have very recently submitted their registers in response to the request for data from 2013/14, please confirm if there is no change, or else make the changes as described above.

When undertaking this exercise, please ensure that:

- new Registrations have been added;
- premises that have closed have been removed; and
- changes in premises activity have been recorded.

Annex 7 is a list of approval/registration activity codes.

Once completed, please email your enforcement returns and premises lists, including nil returns, to Animal.feed.enforcement@fss.scot by **Friday 18 September 2015**.

If you have questions about the returns or any problems completing the spreadsheet, please do not hesitate to contact me (jacqueline.angus@fss.scot, 01224 285175)

Yours faithfully



Jacqui Angus
Food Standards Scotland

Enclosures

Feed law enforcement returns for 2014/15 (enforcement and sampling activity)

Annex 1: Guidance for completing the feed enforcement returns

Annex 2: Enforcement activity return

Annex 3: Official controls sample data return

Register of feed premises

Annex 4: Guidance for completing Register of Premises

Annex 5: Template for updated Register of Premises

Annex 6: Changes to 2013/14 Register of Premises

Annex 7: Approval and registration activity codes