

To: Heads of Food Service.
Lead Food Officers.

20 September 2019

FSS/ENF/19/013

Dear Colleague

Upgrade of the Scottish National Database ('SND') to SND 2.0

An upgrade to the SND Portal will be carried out on Monday 23rd September and will be available for use on Tuesday 24th September.

The upgrade follows changes made to the SND Schema and Database earlier this year for:

- The introduction of the Food Law Rating System.
- Enhanced collection of information on Approved Establishments.
- Preparation for the recording of Export and Import information.

The resulting changes to the SND Portal that will be available from Tuesday 24th September are:

- Changes to the Food Establishment and Approved Establishment detail views to show complete information held for each establishment including the new Food Law Risk Rating records for registered Food Business Establishments.
- Introduction of new or modified mappings for Approved Establishments, Interventions, Enforcement Actions and Complaints.

Action required by Lead Food Officers following this upgrade:

- **Lead Food Officers or their delegates are required to visit the Mappings section of SND and apply any required new mappings. Instructions for this are given in the SND User Instruction Manual that accompanies this letter.**

A second upgrade to SND 2.0 will be carried out in October 2019. This upgrade will provide:

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

A further letter, and upgrade to the SND User Instruction Manual will be issued just before the October upgrade.

If you have any questions or require further assistance please contact me and/or MacLaren West at support@maclarenwest.co.uk.

Yours sincerely,

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