

AUDIT
REPORT

Audit of Official Controls
in Local Authority
Supervised Establishments
– Westmeath County Council

CORRECTIVE ACTION PLAN

SEPTEMBER 2016 (UPDATED NOVEMBER 2017)

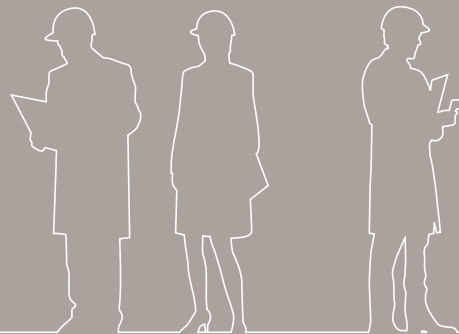


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FINDINGS REQUIRING CORRECTIVE ACTION

This draft document describes **only** the audit findings requiring corrective action. The audit report will contain the findings where official control activities conducted by the local authority were in compliance with relevant legislation and the service contract.

Audit: **Audit of Official Controls in Local Authority supervised Establishments**

Official Agency: **Local Authorities**

Region: **Westmeath**

Date of Audit: **18-19th August 2015**

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SEPTEMBER 2016 (UPDATED NOVEMBER 2017)

CORRECTIVE ACTION PLAN

	To be completed by the FSAI		To be completed by the Agency		To be completed by the Agency & the FSAI through the Service Contract Liaison process		
	Report Ref.	Finding Requiring Corrective Action	Proposed Corrective Action	Proposed Completion Date	Update	Status	
						Open	Closed (include date closed out)
1	4.1.1	At the time of the audit, one food business was included on the list of approved establishments even though it ceased operation in 2012.	Notification tool in OAPI to be used in future on receiving notice from establishment that business has ceased.	October 2015			Closed 07/10/2015
2	4.1.3	Currently, it is not possible to verify the effectiveness and appropriateness of official controls carried out by temporary veterinary inspectors. Westmeath County Council has not put in place, a process or procedure to assess the official controls carried out by temporary veterinary inspectors during their ante-mortem or post-mortem activities.	Work with DAFM through the technical and liaison committee of local authority veterinary service to develop an appropriate contract monitoring programme for temporary veterinary inspectors employed on a contract for services basis.	April 2018	09/10/2017 Westmeath County Council setting up a contract monitoring programme 28/03/2017 Awaiting local authority veterinary service/DAFM meeting date		

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3	4.1.3	Westmeath County Council has not introduced a procedure to ensure that temporary veterinary inspectors while carrying out official controls are free from any conflict of interest.	Letter to issue to all temporary veterinary inspectors reminding them of conflict of issues	October 2016			Closed 25/10/2016
4	4.1.3	There was no documentation available to verify that one finding from an internal audit had been closed out as indicated on the corrective action plan.	Print copy and immediate filing correspondence to be carried out immediately.	September 2015			Closed 25/10/2016
5	4.1.4	One food business was not subjected to an official control audit in 2014 as required by the minimum audit frequency schedule laid down in SOP No D25.	Tracking system to be put in place to ensure that no inspection is missed.	October 2016			Closed 28/09/2016

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6	4.1.5	SOP No D25 requires that an annual reassessment of the risk category of food business operations be conducted. This is not happening in practice.	Annual reassessments to be carried out in future.	September 2016			Closed 25/10/2016
7	4.1.7	The audit team noted that subsequent audit/inspection reports did not document that findings identified in the previous official control inspection/audit had been closed out.	Close outs of non-compliances to be documented in future.	October 2016			Closed 25/10/2016
8	4.1.8	In one instance, the data on OAPI indicated that seven official controls had been carried out in one food business operation while the hard copy records on file indicated six had been carried out	All inspections will be recorded in hard copy in future.	September 2015			Closed 25/10/2016

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9	4.1.9	Non-compliances with food law identified during the onsite visits to two food business operators.	Close out of non – compliance, and Re engagement with the FSAI working group on flexibility in HAACP for small enterprises to be pursued	October 2016 Q4 2016			Closed 29/09/2016 & 07/10/2016



Advice Line: 1890 336677
Telephone: +353 1 817 1300
Email: info@fsai.ie
Website: www.fsai.ie