

DATED this 1st day of July 2016

Service Contract

between

THE FOOD SAFETY AUTHORITY OF IRELAND

and

WICKLOW COUNTY COUNCIL

Revision 5 – 31/03/2022

THIS SERVICE CONTRACT is made this 1st day of July 2016

- BETWEEN: THE FOOD SAFETY AUTHORITY OF IRELAND**, established in Ireland pursuant to the Food Safety Authority of Ireland Act, 1998 (hereinafter referred to as the "Authority") having its principal place of business at The Exchange, George's Dock, IFSC, D01 P2V6, Dublin 1; and Wicklow County Council having its principal place of business at the County Buildings, Wicklow Town, Wicklow. (herein after referred to as the "Official Agency").

1. **Interpretation**

In this Service Contract, unless the context otherwise requires -

“**Act**” means the Food Safety Authority of Ireland Act, 1998 [No. 29 of 1998] as amended;

“**Authority**” means the Food Safety Authority of Ireland;

“**Commencement Date**” means the 1st July 2016;

“**Food Legislation**” means the Food Legislation set out in Schedule 1 of this Service Contract;

“**Official Agency**” means Wicklow County Council.

2. The Authority is the Central Competent Authority responsible for the enforcement of all food legislation. An Official Agency carrying out functions under a Service Contract shall be acting on behalf of and as an agent for the Authority and as a Competent Authority.

In order to ensure the safety of food and to consider all aspects of the food production chain, from and including primary production and the production of animal feed up to and including sale or supply of food to the consumer, the Authority will delegate the requisite powers, duties and responsibilities to the Official Agency commensurate with its role as a Competent Authority as defined within the terms of this Service Contract.

3. For the purposes of section 48(5) of the Act, this Service Contract shall be in force for a period from the commencement date to the 30th June 2019. The Service Contract may be subject to review, modification or amendment, and may be extended by agreement.
4. For the purposes of section 11(2) of the Act, it is agreed that the Official Agency shall carry out in its functional area on behalf of and as an agent for the Authority the following –
- (a) the determination of compliance with food legislation by means of –

- (i) the inspection, approval, licensing and/or registration of premises and equipment, including premises or equipment used in connection with the manufacture, processing, disposal, transport and storage of food,
 - (ii) the inspection, sampling and analysis of food, including food ingredients, and
 - (iii) the inspection and analysis of food labelling,
 - (b) the provision of food safety and food hygiene education to producers, manufacturers, distributors, retailers and caterers.
- 5. For the purposes of section 48(3) of the Act, and having had regard to the resources available to the Official Agency, the Authority has specified in Schedule 2 the following matters to the Official Agency and the Official Agency has agreed to those matters –
 - (a) the objectives and targets for food inspection the Authority wishes the Official Agency to meet, and the timeframe for achieving those targets and objectives, and
 - (b) any other matters which the Authority considers necessary
- 6. The Official Agency has indicated to the Authority that, for the purposes of section 48(4) of the Act, the means by which it proposes to meet the matters specified by the Authority in Schedule 2 of this Service Contract are those set out in Schedule 3 of this Service Contract. The Official Agency agrees to collect data and report to the Authority as detailed in Schedule 4.
- 7. In accordance with the provisions of Regulation (EU) 2017/625 of the European Parliament and of the Council of 15 March 2017 on official controls and other official activities performed to ensure the application of food and feed law, rules on animal health and welfare, plant health and plant protection products, the Official Agency may delegate a task or function to a third party subject to the agreement of the Authority.
- 8. Without prejudice to the provisions of food legislation, the activities and food inspections to be undertaken on behalf of the Authority shall be directed towards bringing about a general acceptance amongst producers, manufacturers, distributors, retailers and caterers of the principle that, in respect of any food placed on the market, the primary responsibility for the safety and suitability of the food for human consumption is borne by them individually or, as appropriate, collectively and as a consequence, each of the persons mentioned shall take all reasonable steps to ensure, in so far as that person is concerned, the safety and hygienic standard of that food.

IN WITNESS WHEREOF the Authority and the Official Agency have caused their respective Seals to be affixed hereto on the date first above written.

PRESENT when the Official Seal of
THE FOOD SAFETY AUTHORITY
OF IRELAND was affixed hereto:-

Dr Pamela Byrne, Chief Executive Officer

PRESENT when the Official Seal of
WICKLOW COUNTY COUNCIL was affixed hereto:

SCHEDULE 1

Revised: 31 December 2021

List of the Food Legislation contained in the First Schedule to the Act for which the Official Agency has responsibility

Duties and responsibilities for food safety activities for the Official Agency will derive from the following list of food legislation.

When

(a) the Minister for Health and Children makes an order amending the First Schedule of the Act, or

(b) any Act passed by the Oireachtas or any statutory instrument made thereunder or regulation made under the European Communities Act, 1972, is deemed to be food legislation for the purposes of the Food Safety Authority of Ireland Act, 1998,

the new food legislation may be inserted by the Authority into this Schedule.

In this context, both parties to the Service Contract accept that any actual increase in workload for the Official Agency will require the provision of adequate resources.

A reference to an enactment (including any instruments made there under) shall be construed as a reference to that enactment as amended, adapted, extended or replaced by or under any subsequent enactment, including the Food Safety Authority of Ireland Act, 1998.

A reference to a statutory instrument shall be construed as a reference to that instrument as amended, adapted, extended or replaced by any subsequent Statutory Instrument.

Food Legislation	Acts and Statutory Instruments
1. General	
Food Safety Authority of Ireland Act, 1998	Act No.29 of 1998 S.I. No.184 of 2000 S.I. No.580 of 2002 S.I. No.735 of 2003 S.I. No.210 of 2004 S.I. No. 827 of 2005 S.I. No.320 of 2006 S.I. No.839 of 2007 S.I. No. 494 of 2010 S.I. No. 724 of 2011 S.I. No. 346 of 2012 S.I. No. 390 of 2014 S.I. No. 107 of 2017 S.I. No. 568 of 2018 S.I. No. 173 of 2020 S.I. No. 152 of 2021 S.I. No. 543 of 2021
District Court (Food Safety Rules), 2004	S.I. No.700 of 2004
2. General Food Hygiene	
2.1 Hygiene Package	
European Union (Food and Feed Hygiene) Regulations 2020	S.I. No. 22 of 2020 S.I No. 660 of 2020
Health (Definition of Marginal, Localised and Restricted Activity) (Butcher Shop) Regulations, 2010	S.I. No. 340 of 2010
Commission Regulation (EU) 2015/1474 of 27 August 2015 concerning the use of recycled hot water to remove microbiological surface contamination from carcasses	Commission Regulation (EU) 2015/1474
Commission Regulation (EU) 2020/205 of 14 February 2020 amending Regulation (EC) No. 2073/2005 as regards Salmonella in reptile meat	Commission Regulation (EU) 2020/205
2.2 Emergency Slaughter	
Abattoirs Act 1988 (other than Section 3-17, 21-34, 48 and 50)	Act No. 8 of 1988
3. Fresh Meat	
Agricultural Produce (Fresh Meat) Acts, 1930 to 1988	Act No. 33 of 1954
Agricultural Produce (Meat) (Miscellaneous Provisions) Act, 1954	Act No. 13 of 1978
Agricultural Produce (Meat) (Miscellaneous Provisions) Act, 1978	

4. Food Information	
4.1 General Food Information	
EU (Provision of Food Information to Consumers) Regulations, 2014 to 2021	S.I. No. 556 of 2014 S.I. No. 389 of 2016 S.I. No. 559 of 2016 S.I. No. 542 of 2021
Health (Provision of Food Allergen Information to Consumers in Respect of Non-Prepacked Food) Regulations, 2014	S.I. No. 489 of 2014
EC (Identification of Foodstuff Lot) Regulations, 1992	S.I. No.110 of 1992
Commission Implementing Regulation (EU) 2018/775 of 28 May 2018 laying down rules for the application of Article 26(3) of Regulation (EU) No. 1169/2011 of the European Parliament and of the Council on the provision of food information to consumers, as regards the rules for indicating the country of origin or place of provenance of the primary ingredient of a food.	Commission Regulation (EU) 2018/775
4.2 Nutrition and Health Claims	
EC (Nutrition and Health Claims Made on Foods) Regulations, 2014 to 2021	S.I. No. 11 of 2014 S.I. No. 458 of 2015 S.I. No. 154 of 2017 S.I. No. 176 of 2018 S.I. No. 243/2021
4.3 Meat	
EC (Labelling of Beef and Beef Products) Regulations, 2000 to 2015	S.I. No. 435 of 2000 S.I. No. 485 of 2002 S.I. No. 404 of 2015
EU (Origin Labelling of Meat) Regulations, 2015	S.I. No. 113 of 2015
European Communities (Marketing of meat of bovine animals aged 12 months or less) Regulations, 2008	S.I. No. 245 of 2008
European Communities (Agricultural Products) Regulations, 2008	S.I. No. 213 of 2008
Regulation (EU) No. 1308/2013 of the European Parliament and of the Council of 17 December 2013 establishing a common organisation of the markets in agricultural products and repealing Council Regulations (EEC) No. 922/72, (EEC) No. 234/79, (EC) No. 1037/2001 and (EC) No. 1234/2007 (Title II, Chapter 1, Section 1, 2, & 3.).	Regulation (EU) No. 1308/2013
Council Regulation (EC) No. 361/2008 of 14 April 2008 amending Regulation (EC) No. 1234/2007 of 22 October 2007 establishing a common organisation	Regulation (EC) No. 361/2008

of agricultural markets and on specific provisions for certain agricultural products (Single CMO Regulation)	
Commission Regulation (EC) No. 566/2008 of 18 June 2008 laying down detailed rules for application of Council Regulation (EC) No. 1234/2007 as regards the marketing of meat of bovine animals aged 12 months or less	<u>Regulation (EC) No. 566/2008</u>
4.4 Fishery and Aquaculture Products	
EC (Labelling of Fishery and Aquaculture Products) Regulations, 2016	<u>S.I. No. 121 of 2016</u>
5. Materials and Articles in Contact with Foodstuffs	
European Union (Plastics and other materials) (Contact with Food) Regulations 2017 to 2019	<u>S.I. No. 49 of 2017</u> <u>S.I. No. 257 of 2018</u> <u>S.I. No. 278 of 2019</u>
Commission Regulation (EU) 2020/1245 of 2 September 2020 amending and correcting Regulation (EU) No. 10/2011 on plastic materials and articles intended to come into contact with food.	<u>Commission Regulation (EU) 2020/1245</u>
6. Manufacturing and Processing Methods	
EC (Quick-Frozen Foodstuffs) Regulations, 1992 and 1995	<u>S.I. No. 290 of 1992</u> <u>S.I. No. 370 of 1995</u>
European Communities (Foodstuffs) (Accession of Bulgaria and Romania) (Amendment) (No. 2) Regulations 2008	<u>S.I. No 517 of 2008</u>
EC (Foodstuffs treated with ionising Radiation) Regulations, 2000	<u>S.I. No. 297 of 2000</u>
7. Specified Risk Material & Animal By-Products	
European Union (Transmissible Spongiform Encephalopathies) Regulations 2015 and 2018 in so far as they relate to food safety	<u>S.I. No 532 of 2015</u> <u>S.I. No. 156 of 2018</u>
Commission Regulation (EU) 2018/969 of 9 July 2018 amending Annex V to Regulation (EC) No. 999/2001 of the European Parliament and of the Council as regards the requirements for the removal of specified risk materials from small ruminants.	<u>Commission Regulation (EU) 2018/969</u>
8. Zoonoses	
EC (Monitoring of Zoonoses) Regulations, 2004	<u>S.I. No. 154 of 2004</u>
Abattoirs Act 1988 (Veterinary Examination) (Salmonella in Pigs) Regulations, 2009	<u>S.I. No. 521 of 2009</u>
European Communities (Control of Salmonella in broilers) Regulations, 2009	<u>S.I. No. 64 of 2009</u>

European Communities (Control of Salmonella in turkeys) Regulations, 2010	<u>S.I. No. 99 of 2010</u>
9. Animal Remedies	
Animal Remedies Act 1993 (other than sections 4&5)	<u>Act No. 23 of 1993</u>
European Communities (Control of Animal Remedies and their Residues) Regulations, 2009 (excluding Regulations 3,8,9-12, 16, 20 and 26)	<u>S.I. No. 183 of 2009</u> <u>S.I. No. 263 of 2012</u>
Commission Regulation (EC) No 124/2009 of 10 February 2009 setting maximum levels for the presence of coccidiostats or histomonostats in food resulting from the unavoidable carry-over of these substances in non-target feed.	<u>Commission Regulation (EC) No. 124/2009</u>
Commission Implementing Regulation (EU) No. 436/2012 of 23 May 2012 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance azamethiphos.	<u>Commission Implementing Regulation (EU) No. 436/2012</u>
Commission Implementing Regulation (EU) No. 466/2012 of 1 June 2012 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance clorsulon.	<u>Commission Implementing Regulation (EU) No. 466/2012</u>
Commission Implementing Regulation (EU) No. 1161/2012 of 7 December 2012 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance fenbendazole.	<u>Commission Implementing Regulation (EU) No. 1161/2012</u>
Commission Implementing Regulation (EU) No. 1186/2012 of 11 December 2012 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance phoxim.	<u>Commission Implementing Regulation (EU) No. 1186/2012</u>
Commission Implementing Regulation (EU) No. 1191/2012 of 12 December 2012 amending the Annex to Regulation (EU) No. 37/2010 on	<u>Commission Implementing Regulation (EU) No. 1191/2012</u>

pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance sodium salicylate.

Commission Implementing Regulation (EU) No. 59/2013 of 23 January 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance monensin.

Commission Implementing Regulation (EU) No. 115/2013 of 8 February 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance diclazuril.

Commission Implementing Regulation (EU) No. 116/2013 of 8 February 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance eprinomectin.

Commission Implementing Regulation (EU) No. 394/2013 of 29 April 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance monepantel.

Commission Implementing Regulation (EU) No. 406/2013 of 2 May 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance prednisolone.

Commission Implementing Regulation (EU) No. 489/2013 of 27 May 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding

[Commission Implementing Regulation \(EU\) No. 59/2013](#)

[Commission Implementing Regulation \(EU\) No. 115/2013](#)

[Commission Implementing Regulation \(EU\) No. 116/2013](#)

[Commission Implementing Regulation \(EU\) No. 394/2013](#)

[Commission Implementing Regulation \(EU\) No. 406/2013](#)

[Commission Implementing Regulation \(EU\) No. 489/2013](#)

maximum residue limits in foodstuffs of animal origin, as regards the substance double stranded ribonucleic acid homologous to viral ribonucleic acid coding for part of the coat protein and part of the intergenic region of the Israel Acute Paralysis Virus.

[Commission Implementing Regulation \(EU\) No. 1056/2013](#)

Commission Implementing Regulation (EU) No. 1056/2013 of 29 October 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance neomycin.

[Commission Implementing Regulation \(EU\) No. 1057/2013](#)

Commission Implementing Regulation (EU) No. 1057/2013 of 29 October 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance manganese carbonate.

[Commission Implementing Regulation \(EU\) No.1235/2013](#)

Commission Implementing Regulation (EU) No. 1235/2013 of 2 December 2013 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance diclazuril.

[Commission Implementing Regulation \(EU\) No. 20/2014](#)

Commission Implementing Regulation (EU) No. 20/2014 of 10 January 2014 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance butafosfan.

[Commission Implementing Regulation \(EU\) No. 200/2014](#)

Commission Implementing Regulation (EU) No. 200/2014 of 3 March 2014 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance triptorelin acetate.

[Commission Implementing Regulation \(EU\) No. 201/2014](#)

Commission Implementing Regulation (EU) No. 201/2014 of 3 March 2014 amending the Annex to

Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance tildipirosin.

Commission Implementing Regulation (EU) No. 418/2014 of 24 April 2014 amending the Annex to Regulation (EU) No. 37/2010 on pharmacologically active substances and their classification regarding maximum residue limits in foodstuffs of animal origin, as regards the substance ivermectin.

Commission Implementing Regulation (EU) 2020/42 of 17 January 2020 amending Regulation (EU) No. 37/2010 to classify the substance bambamycin as regards its maximum residue limit.

Commission Implementing Regulation (EU) 2020/43 of 17 January 2020 amending Regulation (EU) No. 37/2010 to classify the substance ciclosonide as regards its maximum residue limit.

Commission Implementing Regulation (EU) 2020/585 of 27 April 2020 concerning a coordinated multiannual control programme of the Union for 2021, 2022 and 2023 to ensure compliance with maximum residue levels of pesticides and to assess the consumer exposure to pesticide residues in and on food of plant and animal origin.

Commission Implementing Regulation (EU) 2020/1712 of 16 November 2020 amending Regulation (EU) No. 37/2010 to classify the substance lidocaine as regards its maximum residue limit.

Commission Implementing Regulation (EU) 2020/1685 of 12 November 2020 amending Regulation (EU) No. 37/2010 to classify the substance bupivacaine as regards its maximum residue limit.

Commission Implementing Regulation (EU) 2020/869 of 24 June 2020 amending Implementing Regulation (EU) No. 540/2011 as regards the

[Commission Implementing Regulation \(EU\) No. 418/2014](#)

[Commission Implementing Regulation \(EU\) 2020/42](#)

[Commission Implementing Regulation \(EU\) 2020/43](#)

[Commission Implementing Regulation \(EU\) 2020/585](#)

[Commission Implementing Regulation \(EU\) 2020/1712](#)

[Commission Implementing Regulation \(EU\) 2020/1685](#)

[Commission Implementing Regulation \(EU\) 2020/869](#)

extension of the approval periods of the active substances beflubutamid, benalaxyl, benthiavalicarb, bifenazate, boscalid, bromoxynil, captan, cyazofamid, dimethomorph, ethephon, etoxazole, famoxadone, fenamiphos, flumioxazine, fluoxastrobin, folpet, formetanate, metribuzin, milbemectin, Paecilomyces lilacinus strain 251, phenmedipham, phosmet, pirimiphos-methyl, propamocarb, prothioconazole and S-metolachlor

Commission Implementing Regulation (EU) 2016/1834 of 17 October 2016 amending Regulation (EU) No. 37/2010 as regards the substance monepantel.

Commission Implementing Regulation (EU) No. 676/2014 of 19 June 2014 amending Regulation (EU) No. 37/2010, as regards the substance 'triclabendazole'.

Commission Implementing Regulation (EU) No. 677/2014 of 19 June 2014 amending Regulation (EU) No. 37/2010, as regards the substance 'cabergoline'.

Commission Implementing Regulation (EU) No. 681/2014 of 20 June 2014 amending Regulation (EU) No. 37/2010, as regards the substance 'rafoxanide'.

Commission Implementing Regulation (EU) No. 682/2014 of 20 June 2014 amending Regulation (EU) No. 37/2010, as regards the substance 'closantel'.

Commission Implementing Regulation (EU) No. 683/2014 of 20 June 2014 amending Regulation (EU) No. 37/2010, as regards the substance 'clorsulon'.

Commission Implementing Regulation (EU) No. 967/2014 of 12 September 2014 amending Regulation (EU) No. 37/2010, as regards the substance 'lufenuron'.

Commission Implementing Regulation (EU) No. 1277/2014 of 1 December 2014 amending Regulation (EU) No. 37/2010, as regards the substance 'lasalocid'.

Commission Implementing Regulation (EU) No. 1359/2014 of 18 December 2014 amending the

[Commission Implementing Regulation \(EU\) 2016/1834](#)

[Commission Implementing Regulation \(EU\) No. 676/2014](#)

[Commission Implementing Regulation \(EU\) No. 677/2014](#)

[Commission Implementing Regulation \(EU\) No. 681/2014](#)

[Commission Implementing Regulation \(EU\) No. 682/2014](#)

[Commission Implementing Regulation \(EU\) No. 683/2014](#)

[Commission Implementing Regulation \(EU\) No. 967/2014](#)

[Commission Implementing Regulation \(EU\) No. 1277/2014](#)

[Commission Implementing Regulation \(EU\) No. 1359/2014](#)

<p>Annex to Regulation (EU) No. 37/2010, as regards the substance tulathromycin.</p> <p>Commission Implementing Regulation (EU) No. 1390/2014 of 19 December 2014 amending the Annex to Regulation (EU) No. 37/2010, as regards the substance ‘eprinomectin’.</p> <p>Commission Implementing Regulation (EU) 2015/149 of 30 January 2015 amending the Annex to Regulation (EU) No. 37/2010 as regards the substance ‘methylprednisolone’.</p> <p>Commission Implementing Regulation (EU) 2015/150 of 30 January 2015 amending the Annex to Regulation (EU) No. 37/2010 as regards the substance ‘gamithromycin’.</p> <p>Commission Implementing Regulation (EU) 2015/151 of 30 January 2015 amending the Annex to Regulation (EU) No. 37/2010 as regards the substance ‘doxycycline’.</p> <p>Commission Implementing Regulation (EU) 2015/152 of 30 January 2015 amending the Annex to Regulation (EU) No. 37/2010, as regards the substance ‘tulathromycin’.</p> <p>Commission Implementing Regulation (EU) 2015/394 of 10 March 2015 amending the Annex to Regulation (EU) No. 37/2010 as regards the substance ‘tulathromycin’.</p> <p>Commission Implementing Regulation (EU) 2015/446 of 17 March 2015 amending Regulation (EU) No. 37/2010 as regards the substance ‘barium selenate’.</p> <p>Commission Implementing Regulation (EU) 2015/1078 of 3 July 2015 amending Regulation (EU) No. 37/2010 as regards the substance ‘clodronic acid (in the form of disodium salt)’.</p> <p>Commission Implementing Regulation (EU) 2015/1079 of 3 July 2015 amending Regulation (EU)</p>	<p><u>Commission Implementing Regulation (EU) No. 1390/2014</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/149</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/150</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/151</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/152</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/394</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/446</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/1078</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/1079</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/1080</u></p>
--	---

<p>No. 37/2010 as regards the substance 'hexaflumuron'.</p> <p>Commission Implementing Regulation (EU) 2015/1080 of 3 July 2015 amending Regulation (EU) No. 37/2010 as regards the substance 'propyl 4-hydroxybenzoate and its sodium salt'.</p> <p>Commission Implementing Regulation (EU) 2015/1308 of 29 July 2015 amending Regulation (EU) No. 37/2010 as regards the substance 'aluminium salicylate, basic'.</p> <p>Commission Implementing Regulation (EU) 2015/1491 of 3 September 2015 amending Regulation (EU) No. 37/2010 as regards the substance 'virginiamycin'.</p> <p>Commission Implementing Regulation (EU) 2015/1492 of 3 September 2015 amending Regulation (EU) No. 37/2010 as regards the substance 'tylvalosin'.</p> <p>Commission Implementing Regulation (EU) 2015/1820 of 9 October 2015 amending Regulation (EU) No. 37/2010 as regards the substance 'Diethylene glycol monoethyl ether.'</p> <p>Commission Implementing Regulation (EU) 2015/2062 of 17 November 2015 amending Regulation (EU) No. 37/2010 as regards the substance 'sisapronil'.</p> <p>Commission Implementing Regulation (EU) 2016/129 of 1 February 2016 amending Regulation (EU) No. 37/2010 as regards the substance 'Purified semisolid extract from Humulus lupulus L. containing approximately 48 % of beta acids (as potassium salts).</p> <p>Commission Implementing Regulation (EU) 2016/305 of 3 March 2016 amending Regulation (EU) No. 37/2010 as regards the substance 'gentamicin'.</p>	<p><u>Commission Implementing Regulation (EU) No. 2015/1308</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/1491</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/1492</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/1820</u></p> <p><u>Commission Implementing Regulation (EU) No. 2015/2062</u></p> <p><u>Commission Implementing Regulation (EU) No. 2016/129</u></p> <p><u>Commission Implementing Regulation (EU) No. 2016/305</u></p> <p><u>Commission Implementing Regulation (EU) No. 2016/312</u></p> <p><u>Commission Implementing Regulation (EU) No. 2016/576</u></p>
--	---

<p>Commission Implementing Regulation (EU) 2016/312 of 4 March 2016 correcting Regulation (EU) No. 37/2010 as regards the substance 'tylvalosin'.</p>	<p><u>Commission Implementing Regulation (EU) No. 2016/710</u></p>
<p>Commission Implementing Regulation (EU) 2016/576 of 14 April 2016 amending Regulation (EU) No. 37/2010 as regards the substance 'rafoxanide'.</p>	<p><u>Commission Implementing Regulation (EU) No. 2016/885</u></p>
<p>Commission Implementing Regulation (EU) 2016/710 of 12 May 2016 amending Regulation (EU) No. 37/2010 as regards the substance 'copper carbonate'.</p>	<p><u>Commission Implementing Regulation (EU) No. 2016/1444</u></p>
<p>Commission Implementing Regulation (EU) 2016/885 of 3 June 2016 amending Regulation (EU) No. 37/2010 as regards the substance 'eprinomectin'.</p>	<p><u>Commission Implementing Regulation (EU) No. 2016/2045</u></p>
<p>Commission Implementing Regulation (EU) 2016/1444 of 31 August 2016 amending Regulation (EU) No. 37/2010 as regards the substance hydrocortisone aceponate.</p>	<p><u>Commission Implementing Regulation (EU) No.2016/2074</u></p>
<p>Commission Implementing Regulation (EU) 2016/2045 of 23 November 2016 amending Regulation (EU) No. 37/2010 as regards the substance gamithromycin.</p>	<p><u>Commission Implementing Regulation (EU) 2017/201</u></p>
<p>Commission Implementing Regulation (EU) 2016/2074 of 25 November 2016 amending Regulation (EU) No. 37/2010 as regards the substance aluminium salicylate, basic.</p>	<p><u>Commission Implementing Regulation (EU) No. 2017/1558</u></p>
<p>Commission Implementing Regulation (EU) 2017/201 of 6 February 2017 amending Regulation (EU) No. 37/2010 to classify the substance fluralaner as regards its maximum residue limit.</p>	<p><u>Commission Implementing Regulation (EU) No. 2017/1559</u></p>
<p>Commission Implementing Regulation (EU) 2017/1558 of 14 September 2017 amending Regulation (EU) No. 37/2010 to classify the substance bromelain as regards its maximum residue limit.</p>	<p><u>Commission Implementing Regulation (EU) No. 2018/520</u></p>
<p>Commission Implementing Regulation (EU) 2018/520 of 14 September 2018 amending Regulation (EU) No. 37/2010 to classify the substance bromelain as regards its maximum residue limit.</p>	<p><u>Commission Implementing Regulation (EU) No. 2018/523</u></p>

<p>Commission Implementing Regulation (EU) 2017/1559 of 14 September 2017 amending Regulation (EU) No. 37/2010 to classify the maximum residue limit of the substance alarelin.</p> <p>Commission Implementing Regulation (EU) 2018/520 of 28 March 2018 amending Regulation (EU) No. 37/2010 to classify the substance solvent naphtha, light aromatic, as regards its maximum residue limit.</p> <p>Commission Implementing Regulation (EU) 2018/523 of 28 March 2018 amending Regulation (EU) No. 37/2010 to classify the substance fluazuron as regards its maximum residue limit.</p> <p>Commission Implementing Regulation (EU) 2018/721 of 16 May 2018 amending Regulation (EU) No. 37/2010 to classify the substance porcine prolactin as regards its maximum residue limit.</p> <p>Commission Implementing Regulation (EU) 2018/722 of 16 May 2018 amending Regulation (EU) No. 37/2010 to classify the substance eprinomectin as regards its maximum residue limit.</p> <p>Commission Implementing Regulation (EU) 2018/1076 of 30 July 2018 amending Regulation (EU) No. 37/2010 to classify the substance isoflurane as regards its maximum residue limit.</p>	<p><u>Commission Implementing Regulation (EU) No. 2018/721</u></p> <p><u>Commission Implementing Regulation (EU) No. 2018/722</u></p> <p><u>Commission Implementing Regulation (EU) No. 2018/1076</u></p>
<p>10. Contaminants</p>	
<p>European Communities (Certain Contaminants in Foodstuffs) Regulations, 2010 to 2017</p>	<p><u>S.I. No. 218 of 2010</u> <u>S.I. No. 276 of 2012</u> <u>S.I. No. 348 of 2012</u> <u>S.I. No. 380 of 2013</u> <u>S.I. No. 143 of 2014</u> <u>S.I. No. 329 of 2016</u> <u>S.I. No. 377 of 2017</u></p>
<p>Commission Regulation (EU) 2017/644 of 5 April 2017 laying down methods of sampling and analysis for the control of levels of dioxins, dioxin-like PCBs and non-dioxin-like PCBs in certain foodstuffs and repealing Regulation (EU) No.589/2014.</p>	<p><u>Commission Regulation (EU) 2017/644</u></p>
<p>Commission Regulation (EU) 2020/1255 of 7 September 2020 amending Regulation (EC) No.</p>	<p><u>Commission Regulation (EU) 2020/1255</u></p>

1881/2006 as regards maximum levels of polycyclic aromatic hydrocarbons (PAHs) in traditionally smoked meat and smoked meat products and traditionally smoked fish and smoked fishery products and establishing a maximum level of PAHs in powders of food of plant origin used for the preparation of beverages.	
Commission Regulation (EU) 2020/1322 of 23 September 2020 amending Regulation (EC) No. 1881/2006 as regards maximum levels of 3-monochloropropanediol (3-MCPD), 3-MCPD fatty acid esters and glycidyl fatty acid esters in certain foods.	<u>Commission Regulation (EU) 2020/1322</u>
Commission Regulation (EU) 2020/685 of 20 May 2020 amending Regulation (EC) No. 1881/2006 as regards maximum levels of perchlorate in certain foods.	<u>Commission Regulation (EU) 2020/685</u>
Commission Regulation (EU) 2020/1633 of 27 October 2020 amending Annexes II, III, IV and V to Regulation (EC) No. 396/2005 of the European Parliament and of the Council as regards maximum residue levels for azinphos-methyl, bentazone, dimethomorph, fludioxonil, flufenoxuron, oxadiazon, phosalone, pyraclostrobin, repellants: tall oil and teflubenzuron in or on certain products.	<u>Commission Regulation (EU) 2020/1633</u>
European Communities (Extraction Solvents used in the Production of Foodstuffs and Food Ingredients) Regulations, 2010 to 2018	<u>S.I. No. 119 of 2010</u> <u>S.I. No. 129 of 2011</u> <u>S.I. No. 190 of 2018</u>
11. Food Improvement Agents	
11.1 Food Additives	
European Union (Food Additives) Regulations, 2015 to 2019	<u>S.I. No. 330 of 2015</u> <u>S.I. No 484 of 2016</u> <u>S.I. No. 413 of 2018</u> <u>S.I. No. 240 of 2019</u>
Commission Regulation (EU) 2020/763 of 9 June 2020 amending the Annex to Regulation (EU) No. 231/2012 laying down specifications for food additives listed in Annexes II and III to Regulation (EC) No. 1333/2008 of the European Parliament and of the Council as regards specifications for tricalcium phosphate (E 341 (iii)).	<u>Commission Regulation (EU) 2020/763</u>
Commission Regulation (EU) 2020/279 of 27 February 2020 amending Annex II to Regulation	<u>Commission Regulation (EU) 2020/279</u>

<p>(EC) No. 1333/2008 of the European Parliament and of the Council as regards the use of soybean hemicellulose (E 426).</p> <p>Commission Regulation (EU) 2020/355 of 26 February 2020 amending Annex II to Regulation (EC) No. 1333/2008 of the European Parliament and of the Council as regards the use of polyglycerol polyricinoleate (E 476) in liquid vegetable oil emulsions</p> <p>Commission Regulation (EU) 2020/771 of 11 June 2020 amending Annexes II and III to Regulation (EC) No. 1333/2008 of the European Parliament and of the Council and the Annex to Commission Regulation (EU) No. 231/2012 as regards the use of Annatto, Bixin, Norbixin (E 160b).</p>	<p><u>Commission Regulation (EU) 2020/355</u></p> <p><u>Commission Regulation (EU) 2020/771</u></p>
11.2 Flavourings	
<p>EC (Flavourings for use in Foodstuffs for Human Consumption) Regulations, 1992</p>	<p><u>S.I. No. 22 of 1992</u></p>
<p>Regulation (EC) No 2065/2003 of the European Parliament and Council of 10 November 2003 on smoke flavourings used or intended for use in or on foods</p> <p>Commission Regulation (EC) No. 627/2006 of 21 April 2006 implementing Regulation (EC) No 2065/2003 of the European Parliament and of the Council as regards quality criteria for validated analytical methods for sampling, identification and characterisation of primary smoke products</p> <p>Regulation (EC) No. 1334/2008 of the European Parliament and of the Council of 16 December 2008 on flavourings and certain food ingredients with flavouring properties for use in and on foods and amending Council Regulation (EEC) No. 1601/91, Regulation (EC) No. 2232/96 and (EC) No. 110/2008 and Directive 2000/13/EC</p> <p>Commission Regulation (EU) No 246/2014 of 13 March 2014 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of certain flavouring substances</p> <p>Commission Regulation (EU) No 1098/2014 of 17 October 2014 amending Annex I to Regulation (EC)</p>	<p><u>Regulation (EC) No. 2065/2003</u></p> <p><u>Regulation (EC) No. 627/2006</u></p> <p><u>Regulation (EC) No. 1334/2008</u></p> <p><u>Commission Regulation (EU) No 246/2014</u></p>

<p>No 1334/2008 of the European Parliament and of the Council as regards certain flavouring substances</p> <p>Commission Regulation (EU) 2015/648 of 24 April 2015 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of the flavouring substance of N-Ethyl(2E,6Z)-nonadienamide</p> <p>Commission Regulation (EU) 2015/1102 of 8 July 2015 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of certain flavouring substances</p> <p>Commission Regulation (EU) 2015/1760 of 1 October 2015 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of the flavouring substance p-mentha-1,8-dien-7-al</p> <p>Commission Regulation (EU) 2016/54 of 19 January 2016 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards inclusion of gamma-glutamyl-valyl-glycine in the Union list of flavouring substances</p> <p>Commission Regulation (EU) 2016/55 of 19 January 2016 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards certain flavouring substances</p> <p>Commission Regulation (EU) 2016/178 of 10 February 2016 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of certain flavouring substances</p> <p>Commission Regulation (EU) 2016/637 of 22 April 2016 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of certain flavouring substances</p>	<p><u>Commission Regulation (EU) No 1098/2014</u></p> <p><u>Commission Regulation (EU) 2015/648</u></p> <p><u>Commission Regulation (EU) 2015/1102</u></p> <p><u>Commission Regulation (EU) 2015/1760</u></p> <p><u>Commission Regulation (EU) 2016/54</u></p> <p><u>Commission Regulation (EU) 2016/55</u></p> <p><u>Commission Regulation (EU) 2016/178</u></p> <p><u>Commission Regulation (EU) 2016/637</u></p>
---	---

<p>Commission Regulation (EU) 2016/692 of 4 May 2016 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards certain flavouring substances</p>	<p><u>Commission Regulation (EU) 2016/692</u></p>
<p>Commission Regulation (EU) 2016/1244 (of 28 July 2016 amending Annex I to Regulation (EC) No 1334/2008 of the European Parliament and of the Council as regards certain flavouring substances from a group related with an alpha beta unsaturation structure</p>	<p><u>Commission Regulation (EU) 2016/1244</u></p>
<p>Commission Regulation (EU) 2017/378 of 3 March 2017 amending Annex I to Regulation (EC) No. 1334/2008 of the European Parliament and of the Council as regards certain flavouring substances.</p>	<p><u>Commission Regulation (EU) 2017/378</u></p>
<p>Commission Regulation (EU) 2017/1250 of 11 July 2017 amending Annex I to Regulation (EC) No. 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of the flavouring substance 4,5-epoxydec-2(trans)-enal.</p>	<p><u>Commission Regulation (EU) 2017/1250</u></p>
<p>Commission Regulation (EU) 2018/678 of 3 May 2018 amending and correcting Annex I to Regulation (EC) No. 1334/2008 of the European Parliament and of the Council as regards certain flavouring substances.</p>	<p><u>Commission Regulation (EU) 2018/678</u></p>
<p>Commission Regulation (EU) 2020/1681 of 12 November 2020 amending Annex I to Regulation (EC) No. 1334/2008 of the European Parliament and of the Council as regards removal from the Union list of certain flavouring substances.</p>	<p><u>Commission Regulation (EU) 2020/1681</u></p>
<p>11.3 Food Enzymes</p>	
<p>Regulation (EC) No. 1332/2008 of the European Parliament and of the Council of 16 December 2008 on food enzymes and amending Council Directive 83/417/EEC, Council Regulation (EC) No. 1493/1999, Directive 2000/13/EC and Council Directive 2001/112/EC and Regulation (EC) No. 258/97</p>	<p><u>Regulation (EC) No. 1332/2008</u></p>
<p>12. Food for Particular Nutritional Uses</p>	
<p>European Union (Foodstuffs Intended for Particular Nutritional Uses) Regulations, 2012</p>	<p><u>S.I. No. 169 of 2012</u></p>

13. Miscellaneous	
13.1 Food Fortification	
European Union (Addition of Vitamins and Minerals and of Certain Other Substances to Foods) Regulations 2017 to 2021	<u>S.I. No. 376 of 2017</u> <u>S.I. No. 226 of 2018</u> <u>S.I. No. 541 of 2021</u>
13.2 Organic	
European Union (Organic Farming) Regulations 2016 and 2018	<u>S.I. No. 683 of 2016</u> <u>S.I. No. 331 of 2018</u>
Commission Implementing Regulation (EU) 2019/2164 of 17 December 2019 amending Regulation (EC) No. 889/2008 laying down detailed rules for the implementation of Council Regulation (EC) No. 834/2007 on organic production and labelling of organic products with regard to organic production, labelling and control	<u>Commission Implementing Regulation (EU) 2019/2164</u>
Regulation (EU) 2018/848 of the European Parliament and of the Council of 30 May 2018 on organic production and labelling of organic products and repealing Council Regulation (EC) No. 834/2007.	<u>Regulation (EU) 2018/848</u>
Corrigendum to Regulation (EU) 2018/848 of the European Parliament and of the Council of 30 May 2018 on organic production and labelling of organic products and repealing Council Regulation (EC) No. 834/2007 (OJ No. L 270, 29.10.2018, p. 37).	
Corrigendum to Regulation (EU) 2018/848 of the European Parliament and of the Council of 30 May 2018 on organic production and labelling of organic products and repealing Council Regulation (EC) No. 834/2007 (OJ No. L 305, 26.11.2019, p. 59).	
Regulation (EU) 2020/1693 of the European Parliament and of the Council of 11 November 2020 amending Regulation (EU) 2018/848 on organic production and labelling of organic products as regards its date of application and certain other dates referred to in that Regulation.	<u>Regulation (EU) 2020/1693</u>

Schedule 2
Revised: 24 November 2020

Section 1

The objectives, targets, timeframe and other matters relating to official controls and other official activities which the Authority has specified to the Official Agency.

1.0 General Requirements – Section 1 applies to official controls and other official activities of the veterinary inspection service related to food safety.

1.1 Introduction

The Official Agency will fulfil all obligations regarding food safety and integrity as agreed with the Authority under the terms of this contract. The Official Agency shall work in partnership with the Authority and its other Official Agencies to ensure effective official controls and other official activities, to enhance consumer protection and consumers' interests in so far as it relates to food legislation.

It is recognised that the ability of the Official Agency to completely fulfil the terms of this service contract depend on the necessary financial resources being made available from the national Exchequer. The level of assistance required will be agreed between the parties to this contract and may be submitted to the relevant government department(s). It is agreed that the Authority will support the case for adequate Exchequer funding for the Official Agency (with other Local Authorities) in the annual funding cycle, and that the funding allocated shall be applied to the recoupment by the Official Agency of the costs necessarily incurred in providing the services required under this Service Contract. In the event that the required level of financial resources is not provided, no liability will attach to the Official Agency for incomplete fulfilment of the contract. The priority for enforcement of food legislation will be agreed between the Authority and the Official Agency in the annual official control plan (section 1.11) based on the resources allocated.

1.2 Official Controls and Other Official Activities

The Official Agency shall monitor and verify compliance with the relevant requirements of food law by food business operators in the agencies remit at any stage of production, processing, distribution and sale as agreed under this contract. Official controls and other official activities shall be carried out as appropriate, at any of the stages of production, processing, distribution and sale of food. They shall include official controls on food businesses, on the use of food, on the storage, transport and sale of food, on any process, material, article, substance, activity or operation applied to food.

Within its area of competence, the Official Agency shall ensure that official controls and other official activities are carried out regularly, on a risk basis and with appropriate frequency, so as to achieve the objectives of this Service Contract and section 11(2) of the Act.

The Official Agency shall comply with the relevant requirements of Regulation (EU) 2017/625 and associated subordinate legislation.

Frequency of official controls shall be determined in line with the requirements in Article 9 of Regulation (EU) 2017/625 and these official controls shall be conducted in line with the methods and techniques for official controls in Article 14 of Regulation (EU) 2017/625. Official controls will be conducted at a frequency decided following a risk analysis of the premises. The risk analysis is to be carried out according to documented procedures. If the inspection frequency cannot be achieved, it may be reduced after discussion and agreement with the Authority.

Official controls shall be performed without prior notice, except where such notice is necessary and duly justified for the official control to be carried out.

Planned sampling should, where practical, be carried out during the course of planned inspections and audits.

Where official controls identify non-compliance with food law, additional official control(s) may be carried out to verify that the operator concerned has remedied the non-compliance. Such official controls shall be recorded under the inspection type “Follow-up”. Minor breaches of food law may be followed-up during the next planned official control.

The Official Agency shall have due regard to recognised guidance notes, best practice or accreditation systems as may be agreed between the Official Agency and the Authority from time to time in addition to any advice which may be issued by the Authority.

The Official Agency will engage in inter-agency official controls and other official activities, insofar as such activities are allowed for in law and are compatible with the strategic objectives and operational plans of the Official Agency. These inter-agency activities include, but are not limited to:

- (i) Sharing of information on food businesses
- (ii) Provision of reasonable assistance as appropriate
- (iii) Participation in cross-agency meetings
- (iv) Inter-agency training
- (v) Multi-disciplinary working

1.3 Effectiveness and Appropriateness of Official Controls and Other Official Activities

The Official Agency will ensure that official controls and other official activities are planned and coordinated in order to meet the objectives of the Official Controls legislation.

In line with the requirements of Article 5 of Regulation (EU) 2017/625 the Official Agency will ensure that the structures and arrangements in place facilitate the implementation of official controls and other official activities that are effective and appropriate. Control verification procedures shall be in place to verify the effectiveness of official controls and other official activities performed by the Official Agency, where these procedures identify shortcomings the Official Agency shall take corrective action and ensure documented control procedures are updated accordingly in line with Article 12(2) and 12(3) of Regulation (EU) 2017/625.

The Official Agency and the Authority agree to work co-operatively and collaborate to ensure there is efficient and effective coordination between all competent authorities involved in carrying out official controls and other official activities in Ireland, and to ensure that, as far as is practicable, there is consistency and effectiveness of official controls and other official activities.

1.4 Transparency

The Official Agency and the Authority shall ensure that official controls are performed with a high level of transparency in accordance with Article 11 of Regulation (EU) 2017/625. The Official Agency shall, at least once a year, make available to the public and the Authority relevant information concerning the organisation and the performance of those official controls.

The Official Agency shall put procedures in place to ensure any inaccuracies in information made available to the public can be rectified, this will also include informing the Authority immediately of any such inaccuracies previously communicated and the information required to enable appropriate rectification.

Where there are reasonable grounds to suspect that a food may present a risk to health the Official Agency and the Authority will ensure the public is informed to the fullest extent possible.

The Official Agency and the Authority must ensure that information acquired when undertaking official controls which by its nature is covered by 'professional secrecy in duly justified cases' is not disclosed to a third party.

1.5 Documented Control Procedures

The Official Agency shall carry out official controls in accordance with documented control procedures. These procedures shall provide information and instructions for staff performing official controls in line with Article 12 of Regulation (EU) 2017/625. Documented procedures will be kept under review and updated as required.

The Official Agency shall consult the Authority during the development of documented control procedures and ensure the Authority has access to such procedures. The Authority shall centrally host electronic copies of all documented control procedures created by the Official Agency on Safetynet.

1.6 Written Records of Official Controls

In line with Article 13 of Regulation (EU) 2017/625 the Official Agency shall draw up written reports on each official control that it has carried out. These reports shall include a description of the purpose of the official controls, the control methods applied, the outcome of the official control and, where appropriate, action that the business operator concerned is to take. In accordance with Article 13(2) of the Regulation the Official Agency shall provide a report on the outcome of each official control of a food business to the relevant food business operator on request or promptly where non-compliance has been identified through the official controls.

1.7 Data and Information Collection and Reporting

The Official Agency shall collect data and information regarding official controls and other

official activities performed under this contract in respect of:

- Enforcement of food law in the food businesses under its supervision and
- Sampling and analysis.

The data and information will be such as to enable the Authority and the Official Agency to:

- Demonstrate that official controls and other official activities have been carried out as planned as part of service delivery
- Verify compliance with the requirements of Regulation (EU) 2017/625, associated tertiary legislation and relevant national legislation
- identify any gaps in the official controls and other official activities performed
- Support addressing newly identified risks which may arise through food or any such risks emerging from new patterns of production, or consumption of food and
- produce reports including the annual report on the Multi Annual National Control Plan on the outcomes and effectiveness of food related official controls and other official activities performed by the Official Agency.

The Official Agency and the Authority agree that such data and information falls within the scope of Section 16 of the Act and will be treated as such. The Official Agency shall provide the Authority with data and information on its food related official controls and other official activities as set down in Schedule 4 of the contract and the Multi Annual National Control Plan reporting requirements.

Both the Authority and the Official Agency acknowledge each other's respective responsibilities under Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (the "General Data Protection Regulation").

Specifically, the Authority and the Official Agency agree to share with each other their respective policies on the retention of personal data; data use; data sharing; and, data reporting.

The Official Agency will respond in a timely manner to data requests and requests for clarifications from the Authority.

1.8 Information Systems

The Official Agency in conjunction with the Authority will meet the relevant requirements of Articles 131 to 136 of Regulation (EU) 2017/625 and Implementing Regulation (EU) 2019/1715 as appropriate to the Official Agency.

The Official Agency shall record appropriate data in the Official Agency Premises Inspection database (OAPI), which will be further developed over the life of the contract. Data should be entered into the database on an ongoing basis but shall be entered within one month of the activity taking place, unless otherwise agreed with the Authority.

1.9 Legislation

Duties and responsibilities for the performance of official controls and other official activities related to food and food safety and integrity and protection of consumers interests and information for the Official Agency will derive from the legislation listed in **Schedule 1**. All staff involved in official controls and other official activities shall be provided with access to this legislation.

1.10 Authorisation of officers & appointment of Official Veterinarians

The Official Agency shall ensure that all relevant staff are authorised appropriately by the Official Agency for the official controls and other official activities they carry out. The Official Agency will ensure that the appointment of an official veterinarian is in writing and will set out the official controls and the other official activities and related tasks for which the appointment has been made as per Article 5(2) of Regulation (EU) 2017/625. The Official Agency shall maintain records of such appointments, which shall be made available to the Authority on request, and shall have appropriate systems and processes in place to ensure that such appointed official veterinarian(s) meet the requirements of Article 13 of Delegated Regulation (EU) 2019/624.

The Official Agency shall provide whole time and “such and so many other” veterinary inspectors and support staff as it and the Authority considers necessary. Veterinary inspectors are to be allocated to particular duties.

The appointment of a whole-time veterinary inspector may be made in conjunction with other Local Authorities.

1.11 Budget Estimate and Official Control Plan

During Quarter 4 each year the Authority shall request the Official Agency to submit a budget estimate and official control plan for the following years official controls and other official activities. Official control plans will incorporate the requirements of Article 9(1) and Article 9(2) of Regulation (EU) 2017/625.

The official control plan shall include a list of inspections which the Official Agency intends to carry out and include the frequency/type of inspection intended to be carried out for each establishment supervised by the Official Agency. The Authority recognises that the service plan is subject to change.

The plan will be reviewed by the Authority and the Official Agency at liaison meetings.

1.12 Fraudulent and Deceptive Practices Related to the Food Chain

Where, following the receipt of information or during the course of official controls, the Official Agency identifies circumstances which may indicate fraudulent/deceptive practices in so far as they relate to food legislation, these will be recorded and reported in line with agreed procedures, in a timely manner to the Authority.

The Official Agency and the Authority with the support of other Official Agencies and Law enforcement authorities as appropriate, will agree and implement a programme of proactive and reactive work to identify and investigate possible intentional violations perpetrated through fraudulent and deceptive practices.

1.13 Follow Up on Non-Compliances

In line with Article 138 of Regulation (EU) 2017/625 the Official Agency shall initiate follow up action following detection of non-compliances, in consultation as necessary with the Authority, to ensure that the operator concerned remedies the non-compliance and takes steps to avoid further occurrences of such non-compliance. The Official Agency shall maintain and implement documented procedures regarding follow-up of non-compliances.

With regard to the results of analysis or testing carried out on samples taken during official controls or other official activities, in line with the requirements of Article 38(1) of Regulation (EU) 2017/625, the Official Agency will ensure that where such results indicate a risk to human or animal health or point to the likelihood of non-compliance, the appropriate follow up of these results. Such follow up will ensure that the non-compliance or likelihood of non-compliance is rectified, and steps have been taken by the operator to avoid further occurrences of such non-compliances. Where appropriate the Official Agency shall consult with the Authority regarding these results and appropriate follow up.

1.14 Enforcement Action

The Official Agency will ensure that enforcement action taken is in accordance with Articles 137 and 138 of Regulation (EU) 2017/625. The Official Agency shall ensure the effective and appropriate use of enforcement powers under national food legislation while having due regard for:

- the use of available enforcement orders under the Act
- food law enforcement policy published by the Authority and
- any enforcement guidance agreed between the Authority and the Official Agency.

When an enforcement notice is to be served by the Official Agency the content of the notice shall be agreed with the Authority as a matter of urgency, prior to it being served. Draft notices shall be submitted to draftnotices@fsai.ie for agreement.

1.15 Designated Officers

The Official Agency shall nominate officers for designation by the Board of the Authority to carry out the consultation function outlined in Sections 52, 53 and 54 of the Act.

The Official Agency will review their designated officer list when there is a change in relevant staff, or at least annually, and inform the Authority in writing of required amendments. The designated officer list shall be reviewed at liaison meetings.

1.16 Internal Audit

The Official Agency shall conduct internal audits on its official controls and other official activities related to this service contract and will ensure effective action is taken to address the results of these audits.

These internal audits will be conducted in accordance with relevant guidelines issued by the European Commission. Such audits are to be carried out in a transparent manner and are subject to independent scrutiny as per Article 6 of Regulation (EU) 2017/625.

The Official Agency shall provide the Authority with its annual internal audit programme(s), internal audit reports, corrective action plans and any other documentation

related to its internal audit function that falls within the remit of this contract in a timely manner.

Progress related to its internal audit activities will be reviewed at liaison meetings and normal communication channels with the Authority.

1.17 Contingency Planning

The Official Agency in conjunction with the Authority shall ensure that there are contingency plans in place at appropriate levels for dealing with food related crises and incidents. The contingency plan shall be in line with Article 115 of Regulation (EU) 2017/625 and include arrangements for activation of the plan, establishment of a crisis team, communication and information, out of hours contacts and on call services.

As part of these plans, the Official Agency will provide the Authority with contact points for both office hours and out of office hours contact for emergency and crisis situations.

The Official Agency shall facilitate training of personnel in the operation and exercise of the contingency plans. Periodic review of the plans shall take place in consultation with the Authority.

The Official Agency shall implement the agreed *Inter-Agency Protocol for the Management of a Food Crisis* and guidance on *Management of Outbreaks of Foodborne Illness* as per Section 1.19.

1.18 Out of Hours Emergency/On Call Services

The Official Agency shall provide official control services on food outside of normal working hours to deal effectively with food-borne outbreaks and significant food safety incidents (as defined in the Authority's Code of Practice No. 5, collectively referred to hereafter as "incidents").

1.19 Food Incidents

Provisions shall be made by the Official Agency to deal effectively with food incidents. The Authority and the Official Agency shall notify each other without undue delay of all matters relating to food incidents or food fraud where there is a real or potential risk to food, food safety or integrity, human health, an infringement of food law or involving international food trade.

The Official Agency in conjunction with the Authority, shall implement the agreed protocol(s) to manage and deal effectively with food borne outbreaks in particular the guidance on "*Management of Outbreaks of Foodborne Illness*" as published on Safetynet.

The Official Agency shall co-operate with the Authority, other Official Agencies and / or the Outbreak Control team in the investigation of incidents and provide such information as requested by the Authority for the management of incidents, in a timely manner.

Where a product recall or withdrawal is required, the Official Agency shall aim to ensure that food business operators it supervises follow the procedures set out in the latest version of the Authority's *Guidance Note 10 – Product Recall and Traceability*.

The Official Agency shall notify the Authority without delay of the outcome of investigations.

The Official Agency shall facilitate the operation of the Rapid Alert System for Food and Feed as required.

1.20 Food Complaints

Food complaints shall be managed in a timely fashion in accordance with documented procedures, with the aim of minimising the recurrence of Bona Fides complaints.

Where the Authority refers a food complaint to the Official Agency with all relevant available information, the Official Agency shall provide the Authority with an update on the outcome of the complaint investigation and confirm close out of the complaint.

1.21 Financing of Official Controls and of Other Official Activities

The Official Agency shall collect fees/charges for official controls and other official activities in line with Articles 78-85 of Regulation (EU) 2017/625 and national implementing legislation. The basis for fees or charges applied by the Official Agency shall be in line with Regulation (EU) 2017/625.

The Official Agency shall identify those responsible for the collection of these fees or charges and provide proof of payment of such fees or charges to food business operators on request in accordance with Articles in line with Article 85(2) and Article 84 of the Regulation.

The Official Agency will work in partnership with the Authority and other Official Agencies to develop a consistent national approach to charging of fees for areas within the remit of this contract.

1.22 Official Certification

The Official Agency in collaboration with the Authority and other Official Agencies will agree and implement a process for issuing official certificates for exports, as required. Such official certificates will be issued in line with Articles 86 to 91 of Regulation (EU) 2017/625 and its associated tertiary legislation and procedures agreed with the Authority.

It is expected that such certification will be limited to those counties that currently export to the United Kingdom market and that the level of work required can be delivered with the existing resources in place. If the level of work, which is unknown at this time, develops to a level which is beyond the capacity of the existing resources, then the Official Agency and the Authority will review how the work will be resourced including reducing other work, providing additional resources or by other means.

1.23 Commission Controls and Third Country Audits

The Official Agency will cooperate and participate (as required) in the preparation and conduct of audits to Ireland carried out by the European Commission (DG SANTE Health and Food Audits and Analysis, Directorate F), or audits by third countries as may arise, and for the completion of questionnaires requested by the Commission and/or other services.

The Official Agency shall take effective actions to address mission report recommendations (if any) in a timely manner, and as agreed with the Authority. The Official Agency will keep the Authority informed on the progress to implement actions to be taken or proposed and upon request.

It is expected that such Third Country audits will be limited to those countries that currently export to the United Kingdom market and that the level of work required can be delivered with the existing resources in place. If the level of work, which is unknown at this time, develops to a level which is beyond the capacity of the existing resources, then the Official Agency and the Authority will review how the work will be resourced including reducing other work, providing additional resources or by other means.

1.24 Coordinated Control Programmes and Information and Data Collection

The Official Agency shall participate in EU coordinated control programmes and/or provide information and data requested in line with the requirements of Article 112 of Regulation (EU) 2017/625 as agreed with the Authority.

1.25 Administrative Assistance and Cooperation

The Authority shall act as the contact point responsible for facilitating the exchange of communications between competent authorities in accordance with Articles 104 to 107 in all matters relating to food incidents or food fraud where a risk to human health, a possible non-compliance with food law or fraudulent or deceptive practices is suspected.

The Official Agency shall agree with the Authority the procedures for administrative assistance and co-operation required under Articles 102 to 108 of Regulation (EU) 2017/625 and include such activity in its Section 48(8) report to the Authority.

Requests for assistance made or received by the Official Agency under Title IV of Regulation (EU) 2017/625, where a risk to human health or a possible non-compliance with food law is identified or suspected shall be notified to the Authority in a timely manner.

Requests for assistance made or received by the Official Agency under Title IV of Regulation (EU) 2017/625, where a risk to human health or a possible non-compliance with food law is identified or suspected shall be notified to the Authority in a timely manner.

1.26 Multi Annual National Control Plan (MANCP)

The Official Agency shall work with the Authority and the other Official Agencies to achieve the objectives of the single integrated multi annual national control plan (MANCP) prepared in accordance with Regulation (EU) 2017/625.

The Official Agency shall co-operate with the Authority in updating Ireland's MANCP and in the preparation of the annual reports for Ireland. By the 31st July each year the Official Agency shall provide the information and data for the MANCP in the format required by the Authority to meet the requirements of Implementing Regulation (EU) 2019/723.

Revisions to this Service Contract will be reflected in the MANCP.

1.27 Training and Continuous Professional Development

The Official Agency shall provide appropriate training, including induction training for staff performing official controls enabling them to undertake their duties competently and to carry out official controls and other official activities in a consistent manner, in line with Article 5(4)(a) and Chapter I, Annex II of Regulation (EU) 2017/625 and Article 1(c), Article 13 and Annex II of Delegated Regulation (EU) 2019/624.

While the provision of training is the primary responsibility of the Official Agency, the Authority may provide training interventions where the Official Agency has highlighted areas where training is required. The Authority will endeavour to facilitate networking and collaboration with other Official Agencies to assist in improving knowledge in such areas.

Training needs for official control staff will be identified by the Official Agency, this may be achieved through surveys, liaison meetings, working groups and feedback from training or other events. These training needs shall form part of the annual training plans be completed by the Official Agency, which should include details of appropriate training to be provided to staff listed in Schedule 3.

The Official Agency shall maintain training records for each member of staff involved in official controls and/or other official activities that are within the remit of this service contract.

The Authority will provide training and e-learning resources for official control staff. These resources will aim to:

- (a) Inform staff performing official controls and/or other official activities on the requirements of existing and new/revised legislation
- (b) Disseminate and clarify the application of guidance material
- (c) Facilitate standardised approaches to official controls and other official activities to ensure a consistent understanding and application of existing and new/revised legislation, guidance or procedures.

Following any training resource provided by the Authority, the Official Agency shall support participants in using e-learning resources, disseminating knowledge or skills acquired and encourage the application of learning gained.

The Authority co-ordinates participation for Irish Official Agency staff on training courses run by the European Commission in the EU 'Better Training for Safer Food' (BTSF) training programme. The BTSF philosophy is to ensure that participants for each course are drawn from food control staff from several EU Member States. This gives participants a chance to learn of experience in different jurisdictions, thereby promoting consistency of approach across the EU. In order to facilitate this the Official Agency shall support participants in disseminating knowledge or skills acquired and encourage the application of learning gained through BTSF training programmes.

The Official Agency shall ensure that staff carrying out official controls and/or other official activities are kept up to date in their area of competence. The Official Agency shall ensure that any contractors used in the performance of the Service Contract provide evidence of appropriate training.

Where the Official Agency allows slaughterhouse staff assist in the performance of tasks relating to official controls and/or carry out sampling and testing tasks as per Article 18(3)

of Regulation (EU) 2017/625, the Official Agency will ensure that the requirements of Article 18(3) Regulation (EU) 2017/625 and Article 14 of Delegated Regulation (EU) 2019/624 are met.

Where staff from the Official Agency need to travel outside the Official Agency functional area to attend training courses/meetings, this shall be facilitated by the Official Agency.

1.28 Participation on Working Groups

The Official Agency shall facilitate representative staff by agreement, to participate in the Authority's working groups, inter-agency working groups and expert working groups as appropriate to:

- Produce and review Guidance Notes, and Codes of Practice.
- Evaluate implications of existing and proposed food legislation.
- Evaluate relevant food safety/scientific information.
- Produce other outputs including meeting reports as agreed

Objectives, terms of reference and timeframes shall be established and reviewed by each working group.

1.29 Food Safety Education Programme

The Official Agency in conjunction with the Authority shall facilitate the delivery of a Food Safety Education Programme to industry staff in premises under their supervision. The Official Agency and the Authority shall agree, in advance, any planned Food Safety Education Programmes the Official Agency intends to implement. The primary responsibility for training of food industry staff remains with the food industry. The Official Agency will contribute to the development of and provide information to food businesses under its supervision related to food safety activities of the Authority, including details of webinars, eLearning activities and other materials or tools as appropriate.

1.30 Voluntary National Guides

The Official Agency shall in conjunction with the Authority assess and if appropriate, recognise voluntary national guides, within its remit, having regard to the procedures laid down in the Authority's *Guidance Note 23 – Development and Assessment of Recognised National Voluntary Guides to Good Hygiene Practice and the Application of HACCP Principles*.

1.31 Third Party Complaints Regarding the Implementation of this Service Contract

The Official Agency shall provide information to the Authority on complaints regarding the implementation of this service contract. Complaints will be managed in accordance with the Official Agency's procedures. The Official Agency shall co-operate with the Authority in any investigation regarding these complaints.

Complaints regarding the implementation of the service contract received by the Authority will be notified to the Official Agency and managed through the liaison process

1.32 Mutual Assistance

The Official Agency contracts for provision of services within its administrative area.

Where requested and agreed, assistance may be provided to another Official Agency. An agreement under the Local Government Act 2001 (as amended) shall be maintained between the Official Agency and at least one other County/City Council in consultation with the Authority to ensure continuity in provision of official food control services and to permit official controls by inspectors from the Official Agency in the area of another Local Authority and *vice versa*. The Official Agency will ensure such arrangements are in accordance with statutory requirements and best practice. This may necessitate travel outside the functional area of the local authority and shall be facilitated by the Official Agency.

The Authority and the Official Agency shall work in partnership with other Local Authorities to develop enhanced collaboration with and between Local Authorities over the lifetime of this contract, so as to facilitate consistently effective implementation of the service contracts in place between the Authority and the Local Authorities.

1.33 Zoonoses

The Official Agency shall facilitate appropriate staff to be members of Regional Zoonoses Committees.

The Official Agency shall, in conjunction with the Authority and other agencies, fulfil its obligations arising from the zoonoses legislation listed in Schedule 1. The Official Agency will work on request from the Authority to strengthen surveillance for antimicrobial resistance in light of the relevant recommendations of the Authority's Scientific Committee report.

1.34 Additional Tasks

The Official Agency will participate in activities relating to food safety that may be agreed with the Authority, in collaboration with the Authority or other agencies as appropriate. The Official Agency will undertake tasks as agreed and provide results to the Authority.

Schedule 2

Section 2

2.0 Inspection Service

2.1 Introduction

The Official Agency shall perform official controls and other official activities as per legislative requirements, the agreed cross agency supervisory arrangements and the Official Agency's documented procedures.

The inspection service provided shall aim to ensure the safety, integrity and authenticity of the food chain by verifying compliance with food legislation requirements, detecting, deterring and preventing breaches of food law, and taking appropriate action to protect consumers health and interests.

2.2 Food Business establishments and Operators subject to official controls and other official activities

The Official Agency will perform official controls and/or other official activities on categories of food business establishments and operators as specified in statute and by the Authority. The food business establishments and operators will include those subject to Regulation (EC) No. 853/2004 and Regulation (EC) No. 852/2004.

The Authority may, if necessary, determine responsibility for provision of official controls and other official activities for specific food business establishments and operators. The Authority, the Official Agency and other agencies will agree criteria for the allocation of supervising agency for certain establishments.

Official controls and other official activities in food business establishments, and/or on operators shall be carried out by a single Official Agency and the Official Agency shall supervise all activities undertaken by the FBO. Where single agency supervision is not possible and the Official Agency shares responsibility for performing official controls and other official activities on food business establishments or operators with other Official Agencies, local arrangements will be made to coordinate appropriate supervision arrangements in consultation with the Authority.

Where official controls and other official activities at certain establishments, are carried out in conjunction with other official agencies; timings and frequencies of inspections of such establishments should be agreed locally. Written records of the official controls and /or other official activities and notification of enforcement activity should be shared with the other official agency as appropriate. In conjunction with the Authority, the Official Agency shall maintain effective local working arrangements with other Official Agencies, as appropriate, to minimise the potential for supervisory gaps and overlaps in respect of such food business establishments and/or operators.

The Official Agency will ensure that the activities undertaken by the food business establishments or operators are reviewed on a regular basis as part of the official controls performed.

Where a change in activities has been identified the Official Agency will assess if these changes impact the:

- legislation under which the food business establishment or operator operates and/or
- the supervision arrangements for the food business establishment or operator and/or
- the risk rating for official controls as per the Official Agency's documented procedures.

Where such an assessment identifies changes in the supervision arrangements for the food business establishment or operator, the Official Agency will progress the transfer in supervision arrangements in consultation with the Authority as appropriate.

2.2.1 Establishments subject to Registration under Regulation (EC) No 852/2004

- On farm poultry slaughter
- Food transporters

2.2.2 Establishments subject to Approval under Regulation (EC) No 853/2004

- Slaughterhouses
- Cutting Plants
- Game handling establishments
- Meat processing plants
- Wholesale butchers (other than those wholesaling on a marginal, localised and restricted basis)
- Cold stores
- Re-wrapping establishments

Schedule 2

Section 3

3.0 Sampling for Analysis

3.1 Introduction

The Official Agency will take samples for analysis and testing as required by food legislation, the Official Agency's documented procedures and annual sampling plans. The Official Agency will ensure that samples taken as part of official controls and/or other official activities are:

- sampled, analysed and tested in accordance with the requirements of Articles 34 to 42 of Regulation (EU) 2017/625.
- submitted to official laboratories for analysis.

3.2 Sampling

The Official Agency shall co-ordinate sampling, analysis and testing activities and will ensure that samples taken for the purposes of official controls and other official activities are in line with Articles 34 to 36 of Regulation (EU) 2017/625 and as appropriate methods and/or guidance as agreed with the Authority. Official control samples shall be submitted to an official laboratory designated for that purpose and accredited to operate in accordance with ISO/IEC 17025 .

Unless otherwise agreed with the Authority, food and water samples for microbiological analysis shall be submitted either to the Cork County Council Veterinary Food Safety Laboratory or an Official Food Microbiology Laboratory of the Health Service Executive. The use of commercial laboratories shall be avoided.

3.2.1 Sampling Plans

The Official Agency will:

- (a) comply with National Residue Control Programme and where required attend and participate in relevant cross-agency meetings relating to the programme.
- (b) Take samples for analysis as required in accordance with food legislation and in line with the Standard Operating Procedures of the Local Authority Veterinary Service and in accordance with sampling plans developed by the Authority and Cork County Council Veterinary Food Safety Laboratory and any other laboratories as applicable.

3.2.2 Surveys

The Official Agency will participate in national surveys as agreed with the Authority. The timing and organisation of national surveys will be agreed with the Authority, the official laboratories and Official Agencies involved. Where practicable such surveys will be included in the Official Agency annual sampling and analysis programmes.

Schedule 2
Section 4

Not applicable

Schedule 2

Section 5

5.0 Monitoring

The means by which the Authority monitors and communicates with the Official Agency regarding the performance of the service contract.

5.1 – Liaison and Meetings

The Official Agency shall nominate person(s) responsible for the operation of the Official Agency's contract to liaise with the Enforcement Policy Manager in the Authority who shall be the Official Agency's contact point within the Authority on matters related to this service contract.

Any matter related to the Service Contract which becomes or is likely to become the subject of a disagreement between the Official Agency and the Authority shall in the first instance be dealt with through Official Agency's contact point and the Enforcement Policy Manager and/or Director. Issues may be escalated as required up to the Chief Executive of the Authority or equivalent for the Official Agency.

Liaison and review meetings shall be held according to an annual schedule developed by the Authority, in consultation with the Official Agency, and issued to the Official Agency.

The following meetings shall be held:

- Bi-lateral liaison meeting between the Authority and the Official Agency – once per year
- Annual liaison meeting between the Authority and Local Authorities – once per year

Additional meetings will be held as required by either party or as changing circumstances require.

5.2 Access

The Official Agency carrying out functions under this service contract shall be acting on behalf of and as an agent for the Authority. The Authority shall have appropriate access to the Official Agency staff referred to in Schedule 3 through nominated persons and to all relevant records, data and sites relating to official controls and other official activities performed under this service contract, including financial records related to expenditure claimed from the Authority. Officers of the Official Agency shall have access as required through the liaison link to records relevant to the Official Agency held by the Authority.

5.3 Verification

The Authority may take such measures as it considers appropriate to determine compliance by the Official Agency with the requirements of this contract. This will include audit activities to satisfy the requirements of Section 48(9) of the Act and in accordance with Schedule 5 of the Service Contract and the Official Agency agrees to cooperate with the Authority's audit activities.

5.4 Review

The Authority will review the delivery of this service contract and provide feedback to the Official Agency in an appropriate manner which will include a report on the delivery of the service contract measures of performance in Appendix 1 and relevant dependencies. Recommendations made by the Authority regarding the scope for better co-ordination and delivery of those food control services will be considered by the Official Agency management.

SCHEDULE 3

The Means by which the Official Agency proposes to meet the matters specified in this Service Contract

The Official Agency, as a competent authority, performing official controls shall meet a number of operational criteria. They shall have a sufficient number of suitably qualified and experienced staff and possess adequate facilities and equipment to carry out their duties properly.

The Official Agency shall ensure economy and efficiency on implementation of the service contract.

The Official Agency will provide staff and all resources required to ensure delivery of service outputs/activity as outlined in Schedule 2.

Staffing Resources

List of all staff employed for the purpose of this Service Contract

1.

DISCIPLINE	GRADE	TOTAL	WTE
Veterinarian	Veterinary Inspector(s)	1	1
Administration	Senior Executive Officer	1	0.1
	Clerical Officer	1	0.5
Management	Director of Services	1	

List of all contractors engaged for the purposes of this Service Contract.

2.

Contractors:	TOTAL	WTE
Part-time Temporary Veterinary Inspector(s)	3	0.5

SCHEDULE 4

Data collection and reporting

1.0 General requirements for data collection and reporting

The Official Agency shall collect and store information generated from food control activities specified in Schedule 2.

A file is to be maintained for each food business under the supervision of the Official Agency.

The data collected is to be maintained and all records are to be kept up to date. Records relevant to this service contract will be kept for a minimum of 5 years. The Official Agency shall record and maintain such data in the Official Agency Premises Inspection database (OAPI). Data should be entered promptly into the database on an ongoing basis.

The Official Agency shall submit copies of enforcement orders/notices served under the Food Safety Authority of Ireland Act, 1998, or other food legislation, to the Authority without delay.

Updates on close outs taken in response to findings of Official Agency internal audits, audits by the Authority and audits by the HFAA, to be provided at quarterly intervals as appropriate.

2.0 Resources

Schedule 3 shall be updated and submitted to the Authority on an annual basis or as changes arise.

The Official Agency shall maintain a current electronic list of Authorised, Liaison and Designated Officers. The list shall include names, contact addresses, telephone numbers and email addresses for all officers. This list shall be submitted to the Authority at least annually or as changes arise.

3.0 Activities undertaken outside of returns outlined at 1.0 and 2.0

The Official Agency will submit, via electronic data capture, an annual Section 48.8 report to the Authority which will record details of:

- (a) Official Control Activities
- (b) Participation on the Authority's working groups, inter- agency working groups and expert working groups and any other similar activity.
- (c) Continual Professional Development undertaken by all staff listed in Schedule 3

- (d) Food Hygiene Education provided to industry staff
- (e) New business start ups
- (f) Audits (internal & external)
- (g) Food Fraud Investigations

The Official Agency shall record and submit to the Authority annually in a format to be agreed with the Authority:

- (h) Food incidents/outbreaks
- (i) Food complaints
- (j) Complaints regarding the implementation of this Service Contract
- (k) Additional food safety activities as agreed

SCHEDULE 5

The Means by which the Authority proposes to audit the Service Contract

1. Legal Basis

Audits by the Authority of Official Agency activities shall be carried out under the provisions of Section 48 (9) of the Act.

2. General Requirements

The Authority's audits will verify conformance by the Official Agency with this Service Contract and the relevant requirements of the National Control Plan for Ireland and compliance with food legislation. The Authority will take cognisance of internal audits performed by the Official Agency when developing its audit programmes.

3. Audit Programmes

The Authority shall provide details of the audits it intends to carry out on activities performed by the Official Agency through the circulation of Audit Programmes. As part of its audit programme planning process the Authority will take due regard of internal audits scheduled or conducted by the Official Agency as detailed in Clause 1.18 of Schedule 2 of the contract.

The Authority's Audit Programmes shall be risk based (against documented criteria) and circulated at a minimum of every six months following the commencement of the contract. Audits will be conducted in accordance with the Authority's Audit Charter and documented procedures.

4. Liaison

Liaison for the purpose of audit shall be through a representative(s) nominated by the Official Agency.

5. Access

The Official Agency shall allow the Authority's audit team access to its premises, relevant personnel, documents and records applicable to the audit. The Official Agency shall facilitate the Authority's audit team's access to those establishments, personnel, documents and records of food business operations applicable to the audit.

6. Corrective Action

Where audit findings indicate deficiencies in the controls, a corrective action plan shall be developed by the Official Agency in liaison with the Authority. The Authority will monitor implementation of the plan to ensure corrective action is adequate, appropriate and implemented in a timely manner. The Authority may, if it is deemed appropriate, verify closeout of findings through a supplementary audit

Appendix 1: Template for review of the Service Contract

Clause No.	Clause Heading	Measurable Outcome	Key Deliverable
1.2	Official Controls and Other Official Activities	Planned audits and inspections of food business operator's establishments to verify compliance with food law carried out in accordance with the frequencies prescribed by the Food Safety Authority of Ireland.	Inspections and audits carried out in accordance with the prescribed frequencies and recorded in OAPI.
1.6	Written records of official controls	Official control reports issued to FBO Records of official controls entered on OAPI	Inspection reports received by FBO. Inspection records on OAPI.
1.7	Data collection and reporting	Official Agency to forward data to the Authority in accordance with Service Contract requirements	Data received by the Authority.
1.10	Authorisation of officers & appointment of Official Veterinarians	Relevant officers authorised under applicable law for the official controls and official activities carried out. Official Veterinarians appointed in writing.	Written records of officer authorisations. Written records of appointments of Official Veterinarians.
1.11	Budget Estimate and Service Plan	Prepare and submit budget estimate and official control plan by end Q4 for following year.	Budget estimate and service plan received by the Authority.
1.15	Designated Officers	Official agency to nominate officers for designation by the Authority Official Agency to review and update designated officers list when change in relevant staff or at least annually	Official Agency to nominate officers for designation Official Agency to review and/or update designated officers list as per contract
1.16	Internal Audit	Official Agency to participate in at least one internal audit by the end of the service contract	Official Agency to participate as specified

Clause No.	Clause Heading	Measurable Outcome	Key Deliverable
		Official Agency to forward to the Authority copies of relevant internal audit reports and corrective action plans	Corrective actions implemented
1.20	Food Complaints	Official Agency to manage food complaints in accordance with documented procedures Official Agency to update Authority on outcome of food complaints referred to Official Agency by the Authority	Official Agency to manage food complaints as per documented procedures Official Agency to update Authority on outcome and close out of food complaints referred by the Authority
1.23	Missions of the Health and Food Audits and Analysis (HFAA)	Official Agency to participate in HFAA Missions and audits by third countries where appropriate. Official Agency to close out and/or implement recommendations as appropriate.	Participation in Missions Official Agency to respond to HFAA requests as appropriate Close out and/or implementation of recommendations
1.26	National Control Plan for Ireland	Co-operation with the Authority in updating Ireland's National Control Plan and in the preparation of annual reports for Ireland	Supply data to the Authority to enable the updating of Ireland's NCP and annual reports .
3.2.1 3.2.2	Official Sampling	Official Agency to organise sampling and sending of Official Control samples as per annual sampling programme(s).	Official Control Samples received by relevant labs