

AUDIT  
REPORT

Audit of Official Controls  
conducted by the Dairy  
Produce Inspectorate in  
Small Cheese Producing  
Food Business Operations

Department of Agriculture, Food and the  
Marine – Dairy Produce Inspectorate

**CORRECTIVE ACTION PLAN**

OCTOBER 2016 (UPDATED NOVEMBER 2016)



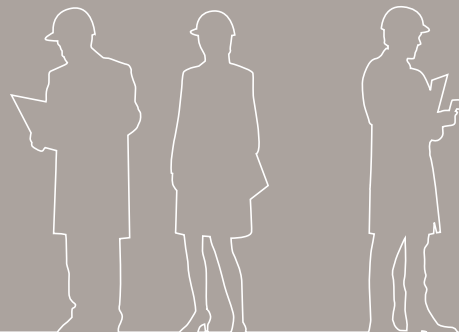
# AUDIT REPORT

## Audit of Official Controls conducted by the Dairy Produce Inspectorate in Small Cheese Producing Food Business Operations

Department of Agriculture, Food and the  
Marine – Dairy Produce Inspectorate

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## CORRECTIVE ACTION PLAN

This corrective action plan describes audit findings requiring corrective action, documents responsibility for addressing the findings and describes progress on the close-out of actions.

**Audit:** Audit of Official Controls conducted by the Dairy Produce Inspectorate in Small Cheese Producing Food Business Operations

**Official Agency:** Department of Agriculture, Food and the Marine – Dairy Produce Inspectorate

**Date of Audit:** April to June 2013

### CORRECTIVE ACTION PLAN

	To be completed by the FSAI		To be completed by the agency		To be completed by the agency & the FSAI through Service Contract Liaison process		
	Report Ref.	Finding Requiring Corrective Action	Proposed Corrective Action	Proposed Completion Date	Update	Status	
						Open	Closed (include date closed out)
1	Table 3, Table 5 and Table 6	Official control activities in the South region are excessively lower than planned official controls.	Two assistant agricultural inspectors appointed to the South region	01/01/2014	<p><u>Update Nov 2014:</u> Two new assistant agricultural inspectors staff recruited. However, two inspectors have now also retired, i.e. 1 x assistant agricultural inspector and 1 x regional inspector (agricultural inspector)</p> <p><u>Further update April 2015:</u> DAFM confirmed that the staffing issues in the southern region have now been addressed. A regional agricultural inspector is now covering both the agricultural inspector &amp; assistant agricultural inspectors activities on a temporary basis</p> <p><u>Update: Nov 2014:</u> FSAI requested data to confirm that the gap in performance has been addressed. DAFM advised that 2014 data will be available in Jan 2015 will reflect this.</p> <p><b>Action:</b> DAFM to forward data for 2014 in January 2015.</p>		<p><b>Closed</b> (DAFM confirmed this Milk/Dairy Science Laboratory Liaison Meeting – 01/04/2015)</p> <p><b>Closed</b> (DAFM update 17/04/2015)</p> <p><b>Closed</b> Approx. 103% of planned controls carried out in 2014 in the South region.  (DAFM update 17/04/2015)</p>

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2	4.1.4, 4.1.5, 4.1.6 & 4.1.8	The audit team found evidence that procedures were not being followed in the South regarding inspection tasks carried out which demonstrated a variation in the consistency and effectiveness of official controls between the regions.	SOP 16 to be implemented fully to ensure consistent and effective controls.	01/01/2015	<u>Update Nov 2014:</u> DAFM confirmed that SOP 16 has been implemented to address any variations ineffectiveness of official controls in the South region.		<b>Closed</b> November 2014

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3	4.1.3	Some establishments have not been re approved under the new approval scheme operated by the Milk Hygiene Division.	<u>All food business operators are approved and/or registered.</u> All approvals/registrations under review and certificates of approval currently issuing in new format.	Q1 2014	<p><b>Action:</b> DAFM to provide evidence of approvals.</p> <p><u>April 2015:</u> DAFM forwarded food business operator database listing for approved milk/dairy establishments.</p> <p><b>Action:</b> The FSAI requested clarification on the number of food business operators reapproved under the new approval scheme</p> <p><u>Further update April 2015:</u> DAFM: there are three food business operators still being reviewed and not yet on the new food business operator database.</p>		<p><b>Closed</b> (DAFM update 01/05/2015)</p> <p>All food business operators have been reviewed and the food business operator database is up to date</p>

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4	4.1.5	<p>There are a lack of documented procedures in some areas:</p> <ul style="list-style-type: none"> <li>• Sampling</li> <li>• Non-hygiene areas of the service contract such as labelling, additives</li> </ul> <p>Close out of <i>Listeria monocytogenes</i> incidents</p>	A review of legislation and current SOPs to take place.	01/01/2015	<p><u>Listeria monocytogenes incidents.</u></p> <p><u>Update Nov 2014:</u> DAFM is developing a document on the closeout of <i>Listeria</i> incidents. Dairy Control and Certification Division confirmed that a review of legislation took place by 01/01/2015.</p> <p>Review of DAFM SOPs is ongoing</p> <p><u>Update October 2016:</u></p> <p>Dairy Control and Certification Division has reviewed Sampling SOP – no changes are deemed necessary</p> <p><u>Update October 2016:</u></p> <p>Control procedures<sup>1</sup> for other premises to be completed in first half of 2017.</p> <p><u>Update October 2016:</u></p> <p><u>Non-hygiene areas of service contract:</u></p> <p>FIC training: Two Dairy Control and Certification Division staff trained via BTSF, participating in FIC cross agency working group and dealing with FIC issues.</p> <p>Dairy Control and Certification Division field inspectorate is aware of and uses, this available resource.</p>	<p><b>In Progress</b> (To be completed by Q1-2 of 2017)</p> <p><b>In Progress</b> (To be completed)</p>	<p>Closed (DAFM) Listeria document received 17/04/2015</p> <p>Closed (Completed by 01/01/2015)</p> <p>Closed (Confirmed 04/10/2016)</p>

<sup>1</sup> Dairy Control and Certification Division prioritised infant formula controls and will issue revised SOP for non-hygiene areas of infant formula controls (SOP 27). To be issued in October 2016

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5	4.1.7	Unannounced inspections were not taking place in small cheese manufacturers as per SOP 24.	SOP 24 to be implemented fully to ensure consistent and effective controls	01/01/2015	SOP 24 is being implemented in full. Unannounced official controls are being carried out.  Dairy Control and Certification Division has reviewed/revised SOP 24 in 2016 and reaffirmed that inspections are to be unannounced. Section 2.1 of SOP 24		<b>Closed</b>  Dairy Control and Certification Division reconfirmed October 2016.
6	4.1.9	Further training for official control staff in some areas is required: <ul style="list-style-type: none"> <li>• Micro criteria</li> </ul> Non-hygiene areas such as labelling additive food contact materials etc.	Training to be provided	01/06/2015	<u>Update May 2015:</u> FSAI provided FSAI E learning modules to DAFM  <u>Update June 2016:</u> In house training of inspectorate in June 2016, included applicable training (Biocides, ABP, & animal feed) and workshop on non-hygiene Controls)  <u>Update October 2016:</u> Instruction to Dairy Control and Certification Division staff for completion of e-learning modules before end of October to cover:  Labelling (FIC) Additives  Food Contact Materials	<b>In Progress</b>  (To be completed October 2016)	



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7	Annex I	<p>Three findings are in progress from the FVO meat/milk mission (ref 6017).</p> <p>One observation on the FVO microbiological criteria mission (ref 6018) regarding the oversight of private laboratories by the inspectorate is in progress.</p>	Review complete and working group set up to develop SOP for field staff	Review complete and working group set up to develop SOP for field staff	<p><u>Nov 2014:</u></p> <p><u>Ref 6017</u> - Working group set up to review SOP for FVO findings (Q1 2015).</p> <p><u>Ref 6018</u> - Evaluation of private labs by the Dairy Science Laboratory with regards to tests performed and methods used.</p> <p><u>Update:</u> DAFM advised this is now complete</p>		<p><b>Closed</b> Country Profile report published March 2015</p> <p><b>Closed</b> Country Profile report Published March 2015 <a href="#">CP Final Report 2014</a></p>





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