

## Food Standards Agency Publication Scheme

The Freedom of Information Act requires us to inform members of the public how they can find information that is routinely made available. This Publication scheme specifies the categories of information we routinely publish and sets out how to access that information. If the information you want is not routinely available, you can make a request for it under the Freedom of Information Act.

All information provided in this Publication Scheme is free, unless otherwise stated. Further information on our administration costs can be found at page [7](#).

In accordance with the Welsh Language Act 1993, and our commitment to treating the languages of Welsh and English equal, this publication scheme is also available in Welsh.

### **Who we are and what we do**

#### **Locations of, and contact details for the FSA**

- <http://www.food.gov.uk/about-us/contactus>

#### **Roles and responsibilities**

- [http://www.food.gov.uk/aboutus/how\\_we\\_work/](http://www.food.gov.uk/aboutus/how_we_work/)

#### **Details of Board members**

- <http://www.food.gov.uk/aboutus/ourboard/>

#### **The FSA Chief Executive and Directors**

- [http://www.food.gov.uk/aboutus/how\\_we\\_work/profiles/](http://www.food.gov.uk/aboutus/how_we_work/profiles/)

#### **Senior staff organogram**

- <http://www.food.gov.uk/sites/default/files/ce-directors-org-chart.pdf>

#### **Organisations the FSA is responsible for, those it works in partnership with and those it sponsors**

- On the FSA website in the relevant policy area (which is available via links on the Home Page at <http://www.food.gov.uk/> and via links at:
- <http://www.food.gov.uk/about-us/how-we-work/workingwithothers>

#### **Legislation relevant to the Agency's functions**

- On the FSA website at the relevant policy area (which is available via links on the Home Page at <http://www.food.gov.uk/> or via:
- <http://www.food.gov.uk/foodindustry/regulation/>

## **Food Law Enforcement and Regulation**

**Report an issue such as poor hygiene in a food outlet or a trading standards issue such as mislabelling**

- <http://www.food.gov.uk/enforcement/yourarea/>

### **Food law and enforcement**

- <http://www.food.gov.uk/foodindustry/regulation/foodlaw/>
- <http://www.food.gov.uk/foodindustry/guidancenotes/>
- <http://www.food.gov.uk/enforcement/enforcework/frameagree/>
- <http://www.food.gov.uk/enforcement/monitoring/laems/>

### **Manual for Official Controls**

- <http://www.food.gov.uk/enforcement/monitoring/meat/manual/>

**Audit reports on approved meat establishments (slaughterhouses, cutting plants and game handling establishments) in Great Britain.**

- <http://food.gov.uk/business-industry/meat/audit/>

### **Audit reports on the Local Authority Food Law Enforcement Service**

- <http://www.food.gov.uk/enforcement/auditandmonitoring/>
- <http://www.food.gov.uk/enforcement/auditandmonitoring/auditreports/>

## **What we spend and how we spend it**

### **Financial Transparency data: spending and staff**

- <http://www.food.gov.uk/about-us/data-and-policies/transparencydata/>

### **Government procurement card (GPC) transactions**

- <http://www.food.gov.uk/about-us/data-and-policies/transparencydata/gpcexpenditure/>

**Business expenses and gifts and hospitality received and registered by Food Standards Agency Board members and Directors**

- <http://food.gov.uk/about-us/data-and-policies/transparencydata/expenses-gifts-hospitality/>

### **Pay and grading structure**

- <http://www.food.gov.uk/about-us/jobs/workingforfsa>
- <http://www.food.gov.uk/about-us/chief-executive-senior-fsa-staff>

### **Procurement**

- [http://www.food.gov.uk/aboutus/how\\_we\\_work/procurement/](http://www.food.gov.uk/aboutus/how_we_work/procurement/)

**Information on FSA current and completed tenders and our existing contracts**

- [http://www.food.gov.uk/aboutus/how\\_we\\_work/procurement/procontracts](http://www.food.gov.uk/aboutus/how_we_work/procurement/procontracts)

## **Expenditure over £25k**

- <http://www.food.gov.uk/aboutus/servicestandards/transparencydata/expenditureover25k>
- and on data.gov.uk
- <http://data.gov.uk/dataset/spend-over-25-000-in-the-food-standards-agency-2014-2015>

## **What are our priorities and how are we doing?**

### **Strategic plans**

- <http://www.food.gov.uk/about-us/about-the-fsa/strategicplan>

### **Annual report and accounts**

- On the FSA website via links at:  
<http://www.food.gov.uk/aboutus/publications/busreps/annualreport/>

### **Annual business plan and annual report**

- <http://www.food.gov.uk/aboutus/publications/busreps/>

### **Annual Reports on Incidents**

- <http://food.gov.uk/about-us/publications/busreps/miscbusrep/>

### **Science Strategy**

- <http://www.food.gov.uk/science/scistrat>

### **Research and Survey programmes**

- <http://www.food.gov.uk/science/research/>

### **Meat and meat hygiene licensing, inspection and reporting regimes**

- <http://www.food.gov.uk/foodindustry/meat/>

### **Food Hygiene Rating Scheme**

- <http://www.food.gov.uk/safereating/hyg/hygieneratings/>

### **Impact assessments**

- <http://food.gov.uk/enforcement/regulation/betregs/ria/>

### **Service standards, data and policies**

- <http://www.food.gov.uk/aboutus/servicestandards/>

### **Research and survey work funded by the FSA**

- <http://www.food.gov.uk/science/>

### **Ministry of Justice (MoJ) statistics on handling of Freedom of Information requests by central government bodies, including the FSA**

- <https://www.gov.uk/government/collections/government-foi-statistics>

## **How we make decisions**

### **The FSA's decision making process**

- [http://www.food.gov.uk/aboutus/how\\_we\\_work/#h\\_5](http://www.food.gov.uk/aboutus/how_we_work/#h_5)

### **Major policy proposals and decisions and relevant background information**

- On the FSA website at the relevant policy area, which is available via links on the Home Page at <http://www.food.gov.uk/>

### **Consultations with industry, consumers and others**

- <http://www.food.gov.uk/consultations/>

### **Minutes of senior-level meetings, including Board meetings**

- <http://www.food.gov.uk/aboutus/ourboard/boardmeetings/>
- On the FSA website at the relevant policy area, which is available via links on the Home Page at <http://www.food.gov.uk/>

### **Reports & papers provided for consideration by the Board**

- <http://www.food.gov.uk/aboutus/ourboard/boardmeetings/>

## **Policies and Procedures**

### **Policies and procedures for conducting departmental business**

- <http://www.food.gov.uk/enforcement/enforcework/frameagree/>
- [http://www.food.gov.uk/aboutus/how\\_we\\_work/concordats](http://www.food.gov.uk/aboutus/how_we_work/concordats)

### **Codes of Practice and consultations on them**

- <http://www.food.gov.uk/enforcement/enforcework/food-law-code-of-practice-2015>
- <http://www.food.gov.uk/enforcement/enforcework/feedlawcop/>
- <http://www.food.gov.uk/enforcement/enforcework/food-law-code-of-practice-2015>
- <http://www.food.gov.uk/news-updates/consultations/2015/codereviewwales2015>
- <http://www.food.gov.uk/northern-ireland/niregulation/niguiddancenotes/copni>

### **Sustainable Development**

- <http://www.food.gov.uk/about-us/data-and-policies/greengov/sustainabilityavh/>

### **The FSA's regulatory approach**

- <http://www.food.gov.uk/foodindustry/regulation/betregs/>

### **Framework Agreement between local enforcement authorities & the FSA**

- <http://www.food.gov.uk/sites/default/files/multimedia/pdfs/enforcement/frameworkagreementno5.pdf>

## **General Guidance for Local Authorities**

- <http://www.food.gov.uk/enforcement/sectorrules/approvalsguidance>
- <http://www.food.gov.uk/enforcement/enforcework/hygienscoresresources>
- <http://www.food.gov.uk/enforcement/enforcework/foodlawcop/>
- <http://food.gov.uk/enforcement/enforcework/report/>

## **EU legislation**

- <http://www.food.gov.uk/enforcement/regulation/europeleg/>

## **Responding to food incidents**

- <http://food.gov.uk/business-industry/food-incidents/>
- <http://food.gov.uk/enforcement/enforcework/report/>
- <http://www.food.gov.uk/sites/default/files/FSA%20Incident%20Management%20Plan.pdf>

## **Freedom of Information Policy**

- <http://www.food.gov.uk/about-us/data-and-policies/foia/>

## **Data Protection Policy**

- <http://www.food.gov.uk/aboutus/servicestandards/charter>

## **Complaints procedure**

- <http://www.food.gov.uk/aboutus/servicestandards/fsacomplaintsprocedure>

## **Equality and Diversity policies**

- <http://www.food.gov.uk/about-us/data-and-policies/equality/>

## **Policies and procedures for recruiting and employing staff**

- <http://www.food.gov.uk/about-us/jobs/workingforfsa>

## **Charging regimes and policies**

- <http://food.gov.uk/business-industry/guidancenotes/meatregsguid/chargesguide>

## **Lists and registers**

### **Approved red, poultry, and game meat establishments and other establishments handling, preparing or producing products of animal origin**

- <http://www.food.gov.uk/enforcement/sectorrules>
- <http://www.food.gov.uk/enforcement/sectorrules/meatplantsprems/meatpremlcence>

### **Approved milk and dairy establishments**

- <http://www.food.gov.uk/enforcement/sectorrules/milkandairy>

## **Feed premises registers**

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

## **UK vineyard register**

- <http://www.food.gov.uk/business-industry/winestandards/ukvineyards>

## **Freedom of Information Disclosure logs**

- <http://food.gov.uk/about-us/data-and-policies/foia/foirelease/>

## **Gifts and Hospitality Register**

- 
- <http://www.food.gov.uk/about-us/data-and-policies/transparencydata/expenses-gifts-hospitality>

## **Services we offer**

### **Leaflets, booklets and newsletters**

- <http://www.food.gov.uk/aboutus/publications/>
- or from: [foodstandards@ecgroup.co.uk](mailto:foodstandards@ecgroup.co.uk)
- Tel: 0845 606 0667
- Minicom: 0845 606 0678
- Fax: 01375 484 556

### **Regulatory responsibilities**

- <http://www.food.gov.uk/foodindustry/regulation/>

### **Services for public authorities**

- <http://www.food.gov.uk/enforcement/sectorrules/approvalsguidance>
- <http://www.food.gov.uk/enforcement/enforcework/hygienscoresresources>
- <http://www.food.gov.uk/enforcement/enforcework/>

### **Guidance for industry**

- <http://www.food.gov.uk/foodindustry/>

### **Publications for the food industry.**

- <http://www.food.gov.uk/aboutus/publications/industrypublications/>

### **Services for members of the public**

- <http://www.food.gov.uk/about-us/contactus>
- <http://www.food.gov.uk/enforcement/yourarea/>
- <http://www.food.gov.uk/aboutus/publications/>

### **Advice and guidance for the public**

- On the FSA website at the relevant policy area (which is available via links on the Home Page at <http://www.food.gov.uk/>)
- Via links at:
- <http://ratings.food.gov.uk/>
- UK food hygiene rating data Application Programming Interface (API) <http://ratings.food.gov.uk/open-data/en-GB> - The API allows developers access to the underlying food hygiene rating data published at <http://ratings.food.gov.uk/>
- <http://www.food.gov.uk/about-us/data-and-policies/aboutsite/fsawebsites/>

### **Media releases**

- <http://www.food.gov.uk/news/>

### **Food Alerts, product withdrawals and recalls**

- <http://www.food.gov.uk/enforcement/alerts/>

### **Food topics**

- <http://www.food.gov.uk/about-us/contactus/contact-us-uk>

### **Obtaining hard copies**

Requests for hard copies of any of the above information should be made in writing, referring to this publication scheme, by post or email to:

Helpline  
Food Standards Agency  
Aviation House  
125 Kingsway  
London  
WC2B 6NH  
Email: [helpline@foodstandards.gsi.gov.uk](mailto:helpline@foodstandards.gsi.gov.uk)  
[Tel: 020 7276 8829](tel:02072768829)

### **Administration costs**

There is usually no charge for the information we publish, unless the request is for a priced publication or data set. We may, however, be required to charge if, for example, a large amount of photocopying is necessary or to cover the cost of postage for a large quantity of paperwork.