

Food Standards Agency Publication Scheme

**Prepared in accordance with the provisions of
the Freedom of Information Act (FOIA) 2000**

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Section 1: Introduction

The Food Standards Agency

1. The Food Standards Agency is an independent government department responsible for food safety and hygiene across the UK. We work with businesses to help them produce safe food, and with local authorities to enforce food safety regulations.

How is the FSA independent?

2. Although the FSA is a Government Department, it works at 'arm's length' from Ministers and is free to publish any advice it issues, whether to Ministers or to the public.

How is the FSA structured?

3. The Agency is led by a Board that has been appointed to act in the public interest and not to represent particular sectors. Board members have a wide range of relevant skills and experience. Our UK headquarters are in London, and the Agency also has offices in Aberdeen, Belfast, Cardiff and York.

Further information is available via links at:

http://www.food.gov.uk/aboutus/how_we_work/

Who is the FSA accountable to?

4. The Agency is accountable to the Westminster Parliament through Health Ministers, and to their equivalents in the devolved administrations in Scotland, Wales and Northern Ireland for its activities within their areas.

What we do

5. As a Government department, independent regulator and consumer protection body, we use the best available evidence. Everything we do reflects our vision of 'Safer food for the nation'.

We aim to ensure that food produced or sold in the UK is safe to eat, consumers have the information they need to make informed choices about where and what they eat and that regulation and enforcement is risk-based and focused on improving public health.

The Food Standards Agency is responsible for food safety and food hygiene across the UK. We work with local authorities to enforce food safety regulations and have staff who work in UK meat plants to check that the requirements of the regulations are being met. We also commission research related to food safety.

Further information about our responsibilities is available at:

Our values

6. Our values are:

- putting the consumer first
- openness and transparency
- science and evidence-based
- acting independently
- enforcing food law fairly

What is the FSA's Strategy to 2015?

7. [The FSA's strategy to 2015](#), developed in consultation with our stakeholders, has been updated to take into account the latest information on food safety risks and reflect recent changes in nutrition responsibilities in the UK. The Agency's strategy is refreshed on an annual basis.

The outcomes the Agency aims to deliver

8. The five outcomes the FSA aims to deliver are:

- Food produced or sold in the UK is safe to eat.
- Imported food is safe to eat.
- Food producers and caterers give priority to consumer interests in relation to food.
- Consumers have the information and understanding to make informed choices about where and what they eat.
- Business compliance is effectively supported because it delivers consumer protection. This will include a focus on effective, risk-based and proportionate regulation and enforcement.

Advisory Committees

9. The FSA is advised by a number of independent Advisory Committees, working groups and forums to help ensure that the Agency's advice to consumers is always based on the best and most recent evidence. Each Advisory Committee is a Non Departmental Public Body (NDPB) in its own right separate to the FSA and each has its own publication scheme. Further information about the Advisory Committees and links to their websites are available at: <http://www.food.gov.uk/aboutus/committees/> .

10. In addition the FSA also shares three public bodies with the Department of Health, and one with the Department for Environment, Food and Rural Affairs. Further information and the Annual Appointments Report can be accessed via:
http://www.food.gov.uk/aboutus/how_we_work/annualpublicplan

About the Freedom of Information Act 2000

11. The Freedom of Information Act (FOIA) 2000 gives a general right of access to all types of recorded information held by public authorities, provides exemptions from that right and places a number of obligations on public authorities. The FSA, with all its offices in England, Scotland, Wales, and Northern Ireland, is one such authority. Any person who makes a request to a public authority for information must be informed whether the public authority holds that information and, subject to any exemptions, be provided with it.

Freedom of Information Act 2000 Publication Scheme

12. The FSA, along with every other public authority, has a legal duty under Section 19 of the Freedom of Information Act (FOIA) 2000 to adopt, maintain and keep under review a scheme for the publication of information that is approved by the Information Commissioner and to publish information in accordance with that scheme.

The FSA's publication scheme document

13. This publication scheme document specifies:

- the classes of information which we publish or intend to publish
- the manner in which information is, or is intended to be, published (a link to each type of information on the [FSA website](#) is provided at the appropriate place in this document)
- whether the material is, or is intended to be, available free of charge or on payment of a fee.

14. The aim of the FSA publication scheme is to bring together in one place details of the many differing types of information that are issued by the Agency in the discharge of its public functions in a clear and structured manner. The scheme categorises the information type and provides details on how to obtain it. The overall benefit to our stakeholders and others is to save time and effort in searching and securing relevant Agency information.

Our copyright policy

15. The information supplied by the Agency continues to be protected by copyright. You are free to use it for your own purposes, including for private study and non-commercial research, and for any other purpose authorised by an exception in current copyright law. Documents (except photographs and logos) can be also used in the UK without requiring permission for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder.

16. Most documents produced by a government department or agency will be protected by Crown Copyright. Most Crown copyright information can be

re-used under the Open Government Licence (OGL) (<http://www.nationalarchives.gov.uk/doc/open-government-licence/>). For information about the OGL and about re-using Crown Copyright information please see The National Archives website - <http://www.nationalarchives.gov.uk/information-management/uk-gov-licensing-framework.htm> .

17. Copyright in other documents may rest with a third party. For information about obtaining permission from a third party see the Intellectual Property Office's website at www.ipo.gov.uk.

Section 2: The FSA Publication Scheme

18. Please note that documents within this publication scheme may, on occasion, be edited where, in the view of the FSA, specific information should not be disclosed on grounds of the exceptions specified in Paragraph 2.7 of the [FSA Code of Practice on Openness](#), and/or the exemptions/exceptions provided by the [Freedom of Information Act 2000](#) or the [Environmental Information Regulations](#) and subject to the restrictions detailed under Section 19 of the [Food Standards Act 1999](#). If a document has been edited, it will be made clear to the user that this is the case.
19. The Publication Scheme below lists the class/type of information, where information in this class is available and whether there is a charge for this information. [Hard copies](#) of information published on the FSA website can be obtained by using the contact details provided in [Note 1](#) (page 19). Please refer to [Note 2](#) (Page 20) on administration costs for hard copies in all instances where a document is detailed as 'free'.

Who we are and what we do

Locations of, and contact details for the FSA

- On the FSA website via links at:
<http://www.food.gov.uk/aboutus/contactus/>
Free ¹

Origins & structure of the Agency

- On the FSA website via :
<http://www.food.gov.uk/aboutus/>
http://www.food.gov.uk/aboutus/how_we_work/profiles/
Free ¹

Roles and responsibilities

- On the FSA website via links at:
http://www.food.gov.uk/aboutus/how_we_work/
Free ¹

Details of Board members

- On the FSA website via links at:
<http://www.food.gov.uk/aboutus/ourboard/>
- Available by request from the [FSA helpline](#)
Free ^{1,2}

The FSA Chief Executive and Directors

- On the FSA website at:
http://www.food.gov.uk/aboutus/how_we_work/profiles/
Free ¹

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/stakeholder-forums/>

Free¹

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/>

Free¹

Food Law Enforcement and Regulation

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

- On the FSA website via links at: <http://www.food.gov.uk/enforcement/yourarea/>

Free¹

Food law and enforcement

- On the FSA website via links at: <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/>

Free¹

Manual for Official Controls

- On the FSA website via: <http://www.food.gov.uk/enforcement/monitoring/meat/manual/>

Free^{1,2}

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

- On the FSA website via links at: <http://food.gov.uk/business-industry/meat/audit/>
<http://www.food.gov.uk/aboutus/servicestandards/foia/foirelease/>

Free¹

Audit reports on the Local Authority Food Law Enforcement Service

- On the FSA website via links at: <http://www.food.gov.uk/enforcement/auditandmonitoring/>
<http://www.food.gov.uk/enforcement/auditandmonitoring/auditreports/>

Free^{1,2}

What we spend and how we spend it

Financial Transparency data: spending and staff

- On the FSA website via links at:

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

Free ¹

Annual report and accounts

- On the FSA website via links at:

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

Free ^{1,2}

Government procurement card (GPC) transactions

- On the FSA website via links at:

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

Free ¹

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

- On the FSA Website via:

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

Free ¹

Pay and grading structure

- On the FSA website via:

<http://www.food.gov.uk/aboutus/jobs/workingagency/workingforfsa/>

Free ¹

Senior staff organogram

- On the FSA website:

<http://multimedia.food.gov.uk/multimedia/pdfs/fsa-organogram.pdf>

Free ¹

Procurement

- On the FSA website via:

http://www.food.gov.uk/aboutus/how_we_work/procurement/

Free ¹

Information on FSA current and completed tenders and our existing contracts

- On the FSA website via links at:

http://www.food.gov.uk/aboutus/how_we_work/procurement/procontracts

Free ¹

Expenditure over £25k

- On the FSA website via:

<http://www.food.gov.uk/aboutus/servicestandards/transparencydata/expenditureover25k>

- and on data.gov.uk

<http://data.gov.uk/dataset/financial-transactions-data-food-standards-agency>

Free ¹

What are our priorities and how are we doing?

Strategic plans

- On the FSA website via:

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

Free ¹

Annual business plan and annual report

- On the FSA website via:

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

Free ^{1,2}

Annual Reports on Incidents

- On the FSA website via:

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

Free ^{1,2}

Science Strategy

- On FSA website via:

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

Free ¹

Research and Survey programmes

- On FSA website via:

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

Free ^{1,2}

Information on internal and external organisation performance reviews

- On the FSA website via:

<http://www.food.gov.uk/news-updates/news/2012/mar/capreview>

<http://www.food.gov.uk/multimedia/pdfs/deanreviewfinalreport.pdf>

Free ¹

Meat and meat hygiene licensing, inspection and reporting regimes

- On the FSA website via:

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

Free ¹

Food Hygiene Rating Scheme

- On the FSA website via:

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

Free¹

Impact assessments

- On the FSA website via:

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

Free ¹

Service standards, data and policies

- On the FSA website via:

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

Free ¹

Research and survey work funded by the FSA

- On the FSA website via:

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

Free ¹

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

- Via a links at:

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

Free ¹

How we make decisions

The FSA's decision making process

- On the FSA website via:

http://www.food.gov.uk/aboutus/how_we_work/#h_5

Free ¹

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/>).

Free ¹

Consultations with industry, consumers and others

- On the FSA website via links at:

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

Free ¹

Minutes of senior-level meetings, including Board meetings

- On the FSA website via:

<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/>).

Free ¹

Reports & papers provided for consideration by the Board

- On the FSA website via:

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

Free ¹

Policies and Procedures

Policies and procedures for conducting departmental business

- On the FSA website via links at:

<http://www.food.gov.uk/enforcement/enforcework/frameagree/>

http://www.food.gov.uk/aboutus/how_we_work/concordats

Free ¹

Codes of Practice and consultations on them

- On the FSA website via links at:

<http://www.food.gov.uk/enforcement/enforcework/feedlawcop/>

<http://food.gov.uk/news-updates/consultations/consultations-uk/2013/feedlawcopreview-consult>

<http://food.gov.uk/news-updates/consultations/consultations-wales/2013/foodlawcop-wales>

Free ¹

Sustainable Development

- On the FSA website via:

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

Free ¹

The FSA's regulatory approach

- On the FSA website via:

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

Free ¹

Framework Agreement between local enforcement authorities & the FSA

- On the FSA website at:

<http://www.food.gov.uk/multimedia/pdfs/statementofintent.pdf>

Free ¹

General Guidance for Local Authorities

- On the FSA website via:

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

<http://www.food.gov.uk/policy-advice/hygieneratings/hygienscoresresources/>

<http://www.food.gov.uk/enforcement/enforcework/foodlawcop/>

<http://food.gov.uk/enforcement/enforcework/report/>

Free ¹

EU legislation

- On the FSA website via links at:

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

Free ¹

Responding to food incidents

- On the FSA website via links at:

<http://food.gov.uk/business-industry/food-incidents/>
<http://food.gov.uk/enforcement/enforcework/report/>
<http://food.gov.uk/business-industry/industrycommittees/taskforcebranch/>
<http://multimedia.food.gov.uk/multimedia/pdfs/board/board-papers2014/fsa-140605.pdf>

Free ¹

Openness policy

- On the FSA website via:

http://www.food.gov.uk/aboutus/how_we_work/copopenbranch/

Free ¹

Freedom of Information Policy

- On the FSA website via links at:

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

Free ¹

Data Protection Policy

- On the FSA website at:

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

Free ¹

Complaints procedure

- On the FSA website via:

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

Free ¹

Equality and Diversity policies

- On the FSA website via:

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

Free ¹

Policies and procedures for recruiting and employing staff

- On the FSA website via:

<http://www.food.gov.uk/aboutus/jobs/>

Free ¹

Procurement policy

- On the FSA website at:

<http://www.food.gov.uk/about-us/how-we-work/procurement/>

Free ¹

Charging regimes and policies

- On the FSA website via:

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

<http://www.food.gov.uk/foodindustry/guidancenotes/hygguid/fisherychargesreg>

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Free ¹

Lists and registers

Approved red, poultry, and game meat establishments

- On the FSA website via:
<http://www.food.gov.uk/enforcement/sectorrules/meatplantsprems/meatpremlience>
Free¹

Approved milk and dairy establishments

- On the FSA website via:
<http://www.food.gov.uk/enforcement/sectorrules/milkandairy>
Free¹

Feed premises registers

- On the FSA website via:
<http://www.food.gov.uk/enforcement/sectorrules/feedapprove/feedpremisesregister>
<http://www.food.gov.uk/enforcement/sectorrules/feedapprove/feedestablishmentreps/>
Free¹

UK vineyard register

- On the FSA website via:
<http://www.food.gov.uk/business-industry/winestandards/ukvineyards>
Free¹

Freedom of Information Disclosure logs

- On the FSA internet site via links at:
<http://food.gov.uk/about-us/data-and-policies/foia/foirelease/>
Free¹

Gifts and Hospitality Register

- FSA and former MHS information 2007 – 2009 is on the FSA Website:
<http://www.food.gov.uk/aboutus/servicestandards/foia/foirelease/foiaeir2010/fsamhshospitalitygifts0709>
<http://food.gov.uk/about-us/data-and-policies/transparencydata/expenses-gifts-hospitality/board-directors-gifts-hosp/>
Free¹

Services we offer

Leaflets, booklets and newsletters

- On the FSA website via:
<http://www.food.gov.uk/aboutus/publications/>
- or from: foodstandards@ecgroup.co.uk

Tel: 0845 606 0667
Minicom: 0845 606 0678
Fax: 01375 484 556

Free ^{1,2}

Regulatory responsibilities

- On the FSA website via:
<http://www.food.gov.uk/foodindustry/regulation/>

Free ¹

Services for public authorities

- On the FSA website via:
<http://www.food.gov.uk/enforcement/sectorrules/approvalsguidance>
<http://www.food.gov.uk/policy-advice/hygieneratings/hygienscoresresources/>
<http://www.food.gov.uk/enforcement/enforcework/>

Free ¹

Guidance for industry

- On FSA website via:
<http://www.food.gov.uk/foodindustry/>

Free ¹

Publications for the food industry.

- On the FSA website via:
<http://www.food.gov.uk/aboutus/publications/industrypublications/>

Free ¹

Services for which the FSA is entitled to recover a fee

- On the FSA website via:
<http://food.gov.uk/business-industry/guidancenotes/meatregsguid/chargesguide>
<http://www.food.gov.uk/foodindustry/guidancenotes/hygguid/fisherychargesreg>

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Free ¹

Services for members of the public

- On the FSA website via:
<http://www.food.gov.uk/aboutus/contactus/>
<http://www.food.gov.uk/enforcement/yourarea/>
<http://www.food.gov.uk/aboutus/publications/>

Free ¹

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

Free ¹

Media releases

- On the FSA website via:
<http://www.food.gov.uk/news/>
Free¹

Food Alerts, product withdrawals and recalls

- On the FSA website via:
<http://www.food.gov.uk/enforcement/alerts/>
Free¹

¹ Hard copies of information published on the FSA website can be obtained by using the contact details provided in [Note 1](#) (page 18). Please refer to [Note 2](#) (page 19) on administration costs for hard copies in all instances where a document is detailed as 'free'.

² Please note that printed versions of these documents may be priced publications

Contact us by topic

If you are looking for information on a specific topic please see the [A-Z list](#)

Obtaining hard copies

Note 1: Contact details / addresses

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:

In England:

Food Standards Agency
Aviation House
125 Kingsway
London
WC2B 6NH
email: helpline@foodstandards.gsi.gov.uk

In Scotland:

Food Standards Agency (Scotland)
St Magnus House
6th Floor
25 Guild Street
Aberdeen
AB11 6NJ
email: scotland@foodstandards.gsi.gov.uk

In Wales:

Food Standards Agency (Wales)
1st Floor
Southgate House
Wood Street
Cardiff
CF10 1EW
email: wales@foodstandards.gsi.gov.uk

In Northern Ireland:

Food Standards Agency (NI)
10C Clarendon Road
Belfast
BT1 3BW
email: infofsani@foodstandards.gsi.gov.uk

If you are unsure where to write to contact our helpline.

email: helpline@foodstandards.gsi.gov.uk

Note 2: Administration costs

Where hard copies of information are requested, we will not normally charge a fee to supply copies of information or advice, unless the request is for a priced publication or data set. However, we reserve the right to make a reasonable charge to cover the costs of transcription, photocopying, packaging and postage, or where a considerable amount of staff time would be needed to identify process and collate information for you. In some cases, there will be separate charging arrangements for the supply of information for commercial use. We will inform you of any charges that might apply before processing your request. You may [complain](#) if you believe the charges we have made to supply information are unfair.

Section 3: Access to information under the scheme

26. Our general policy stemming from both our core values and [Code of Practice on Openness](#) is to be as open and transparent as possible in dealing with all requests for information.
27. If, having searched this publication scheme document, you cannot find what you require, you can send a written request for information to the [FSA Helpline](#). Your request may be handled under the terms of the Freedom of Information Act 2000 or the Environmental Information Regulations 2005.
28. Freedom of Information Act requests should be made in writing, by post, email or fax. [See [Note 1](#) on page 18 for our contact details.] Please include your name and an address to which we can send the information (this can be an email address) and provide us with as much detail as possible to identify the information sought.
29. In addition, requests for environmental information can be made verbally by phone or in person as well as in writing. Please give full details of what information you require and your name and address as above.
30. We treat all requests for information on a fair and equal basis, and without prejudice. Where we are either unable to provide the information or we decide not to release the information you have requested, we will explain why and give you details of how you can complain against our decision.
31. Further guidance on how to make a valid [Freedom of Information\(FOI\)](#) or [Environmental Information](#) request is published on the [Information Commissioner's website](#).
32. Where the information you want is available in a priced publication, we will give you details of the publication and where you may buy it. [For information on administration costs, see [Note 2](#) on page 19]

Section 4: Complaints procedure

33. Even the best organisations will sometimes get things wrong. If you are dissatisfied with something we have done or the way we have done it, please let us know. We will try to resolve any problem quickly, and explain what we have done and why. Hearing from you will help us improve by learning from our mistakes.
34. If you wish to complain, in the first instance, please give details of what you are unhappy with and why to the person you have been dealing with. If you do not have a named contact, you can get in touch with the Agency's Complaints Co-ordinator via the Openness Team at :
- Food Standards Agency, Openness Team, Private Office, Aviation House, 125 Kingsway, London, WC2B 6NH, email: openness.team@foodstandards.gsi.gov.uk
35. If we cannot deal with your complaint immediately, we will acknowledge it within two working days (please always give us your email or full postal address). We will write to you with a full reply within 20 working days of receiving your complaint. If this is not possible, we will explain why and say when you will get a full reply.
36. If you are not satisfied with our response and would like to take your complaint further, please contact the Complaints Co-ordinator at the address above. They will look at it again and give you a response within 20 working days.
37. In accordance with the FSA complaints procedure, if you are not satisfied with the Complaints Co-ordinator's reply then you should write to the Chief Executive, Food Standards Agency, here at Aviation House stating clearly your reasons for doing so.
38. In accordance with our complaints procedure, if you are not satisfied with the Chief Executive's reply then you should ask for your complaint and its handling to be investigated by the UK Parliamentary Commissioner for Administration (the Ombudsman). In this event, you should first write to a Member of Parliament (the referring MP does not have to be your local MP) asking that they refer your complaint to the Ombudsman. The telephone number for the House of Commons Information Office, where you can get information on contacting MPs, is 020 7219 4272.

Complaints concerning the handling of FOI/EIR requests

39. If you are not satisfied with the way the Agency has handled your request for information, you should write (within two calendar months of the date you received the FOI response letter) to the Openness Team, and ask for an internal review. They will arrange for the Complaints Coordinator to conduct the review. Their address is:

Food Standards Agency, Openness Team, Private Office, Aviation House,
125 Kingsway, London, WC2B 6NH, email:
openness.team@foodstandards.gsi.gov.uk

40. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Agency. The Information Commissioner can be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane,
Wilmslow, Cheshire, SK9 5AF or through the website at
<http://www.ico.gov.uk/>

Section 5: Your feedback

41. This publication scheme fulfils our legal duty under Section 19 of the Freedom of Information Act 2000. We would positively welcome any views and comments on the structure and / or content of the publication scheme itself. This publication scheme is treated as a 'living' document which we amend and develop in the light of our experience, as appropriate.
42. When commenting, we would particularly ask you to actively consider the following:
- Did you find the structure and layout of this publication scheme easy to understand and navigate?
 - If you were looking for some specific information, did this publication scheme facilitate that search successfully?
 - If you were browsing, did the scheme help guide your search and make the process easier?
 - Are there any types of information or areas that are not currently covered by the FSA Publication Scheme that you would like to see in the future?
 - Do you have any suggestions or other comments that might make this publication scheme more user-friendly or helpful?
43. Please send your views and comments on this publication scheme to the Openness Team at openness.team@foodstandards.gsi.gov.uk stating your name, organisation (if relevant) and contact details. Alternatively, you can write to:
- Food Standards Agency
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44. The FSA Publication Scheme is maintained by the Openness Team.