



Údarás Sábháilteachta Bia na hÉireann
Food Safety Authority of Ireland

AUDIT REPORT

Audit of the Effectiveness
of Official Controls by the
Sea-Fisheries Protection
Authority at Ready-To-Eat
Fishery Products
Establishments

CORRECTIVE ACTION PLAN

February 2025



Corrective action plan

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

Audit: Audit of the Effectiveness of Official Controls by the Sea-Fisheries Protection Authority at Ready-To-Eat Fishery Products Establishments

Official agency: Sea-Fisheries Protection Authority

Date of audit: 1 May 2024 to 12 June 2024

Corrective action plan

To be completed by the FSAI		To be completed by the agency		To be completed by the agency and the FSAI through service contract liaison process		
Report reference number	Finding requiring corrective action	Proposed corrective action	Proposed completion date	Update	Status	
					Open	Closed (include date closed out)
Audit Finding 1	The requirement in Section 1.6 of the service contract between the FSAI and the SFPA to submit an annual control plan within a specified time frame was not adhered to.	Finding noted. The Food Safety Control Plan (2025) will be submitted within the specified time frame. It is proposed to circulate it to the FSAI at the same time the plan is circulated internally,	Quarter 1 2025			

Corrective action plan

To be completed by the FSAI		To be completed by the agency		To be completed by the agency and the FSAI through service contract liaison process		
Report reference number	Finding requiring corrective action	Proposed corrective action	Proposed completion date	Update	Status	
					Open	Closed (include date closed out)
Audit Finding 2	A Guidance Note on Approving Establishments (Doc Ref: FFSU FS GN AP Version: 3) is available for sea fisheries protection officers (SFPOs). This document is out of date as it refers to previous legislation on official controls (Regulation 854/2005) which was revoked in December 2019 and European Communities (Food and Feed Hygiene) Regulations 2009 (S.I. No. 432 of 2009) which is also revoked.	This Guidance Note has now been replaced with a Standard Operating Procedure (SOP) Approval of Food Business Operators (Land Based and Vessels) incorporating the most up to date relevant information. The SOP was published in June 24.	Complete			

Corrective action plan

To be completed by the FSAI		To be completed by the agency		To be completed by the agency and the FSAI through service contract liaison process		
Report reference number	Finding requiring corrective action	Proposed corrective action	Proposed completion date	Update	Status	
					Open	Closed (include date closed out)
Audit Finding 3	<p>The requirement in the SFPA documented procedures to complete certain forms was not always followed.</p> <ul style="list-style-type: none"> A Record of Risk Assessment Review Form was not always completed. If a full inspection is not completed then according to documented procedures the Establishment Inspection Tracking Form should be filled in after each inspection to record the sections checked. This form was not always completed as per the SFPA documented procedure requirement. 	<p>This finding was highlighted by the FFSU at an operations meeting attended by senior port officers and an executive operational manager (04/10/2024). The FFSU will review the existing Control Plan for 2025 and look at these requirements and amend as necessary to address this finding.</p>	Quarter 4 2024			

Corrective action plan

To be completed by the FSAI		To be completed by the agency		To be completed by the agency and the FSAI through service contract liaison process		
Report reference number	Finding requiring corrective action	Proposed corrective action	Proposed completion date	Update	Status	
					Open	Closed (include date closed out)
Audit Finding 4	The majority of SFPA inspections were carried out with prior notice, despite the requirement in the OCR and repeated in the SFPA food safety control plan that official controls should be performed without prior notice, except where such notice is necessary and duly justified. Such a high rate of prior notice inspections could negatively impact the effectiveness of official controls.	This finding was highlighted by the FFSU at an operations meeting attended by senior port officers and an executive operational manager (04/10/2024). The requirement to do more unannounced inspections was discussed with some suggestions on how best it could be done. This will be discussed further at the relevant operations meetings. A review of the data (unannounced versus announced) will be done end of Quarter 4 24 and Quarter 1 25.	Quarter 4 2024- internal discussion and relevant follow up actions. Quarter 1 2025 (review of data)			

Corrective action plan

<p>Audit Finding 5</p>	<p>Monitoring of inspections centrally was predominantly quantitative rather than qualitative with a focus on achieving targets set for the risk category. An overall view of the content of the inspection reports was not available centrally to indicate trends or identify common issues across regions.</p>	<p>The SFPA has an Internal Audit programme. Audits are carried out by an external provider on behalf of the SFPA. These internal audits allow trends and issues to be identified across regions and looked at centrally. The FFSU has an Incident log. The FFSU will review the log on a quarterly basis and look at trends. In addition, the Legal Case unit has a Log of Enforcements issued for enforcements (food related). The FFSU will liaise with the Legal Case unit to discuss possible trend analysis. In addition, a survey will be conducted with the ports to identify trends in non-compliances. The SFPA will look at an extract of OAPI inspection findings which are categorised as “non satisfactory” or “minor non compliances” to examine further the nature of the non-compliances and trends.</p>	<p>Quarter 1 2025</p>			
<p>Audit Finding 6</p>	<p>Document control – in a number of cases previous versions of templates were used:</p> <ul style="list-style-type: none"> • Establishment Inspection Report • Risk Assessment Review Form 	<p>This finding was highlighted by the FFSU at an operations meeting attended by senior port officers and an executive operational manager (04/10/2024). This will be emphasised again in the Food Safety Control Plan 2025. A review of SFPA portal where document templates</p>	<p>Quarter 1 2025</p>			

Corrective action plan


To be completed by the FSAI		To be completed by the agency		To be completed by the agency and the FSAI through service contract liaison process		
Report reference number	Finding requiring corrective action	Proposed corrective action	Proposed completion date	Update	Status	
					Open	Closed (include date closed out)
		are being saved is currently taking place to ensure that only current versions are available. Some verification checks will also be done in January 2025 and signed off.				
Audit Finding 7	SFPOs need clear guidance on how to record official control checks conducted during inspections. Specifically, whether these checks should be documented as part of the inspection itself or recorded separately. Inconsistent interpretations among SFPOs can result in variations in reporting figures across regions.	The Food Safety Control Plan will be reviewed and updated, and additional guidance incorporated on recording of official controls checks. New Digital inspection service will be standardised. This will eliminate the inconsistency of recording.	Control Plan (Q4 2024) Digital Inspection service (TBC)			




Údarás Sábháilteachta Bia na hÉireann
Food Safety Authority of Ireland


Food Safety Authority of Ireland
The Exchange, George's Dock, IFSC,
Dublin 1, D01 P2V6

T +353 1 817 1300
E info@fsai.ie

 Join us on LinkedIn

 Follow us on X @FSAInfo

 Say hi on Facebook

 Visit us on Instagram

 Subscribe to our YouTube channel

www.fsai.ie