

 **The Scottish Government**
Eggs & Poultry Unit: Field Staff Instructions

**VETERINARY RESIDUES DIRECTORATE (VMD)
SAMPLING AND PROCEDURES
NATIONAL SURVEILLANCE**

Overview

In these Field Instructions The table below lists the sections and the annexes in these instructions

Sections
Section 1 – Requirements and regulations <ul style="list-style-type: none">– Introduction to sampling– Sample collection
Section 2 – Sampling procedures
Section 3 – Investigation of Positives

Annexes
Annex 1 – Copy of RIM 7
Annex 2 – Types of analyses required
Annex 3 – Addresses of the Veterinary Medicines Directorate and the Laboratory
Annex 4 – Legislation
Annex 5 – Division of responsibilities
Annex 6 – Glossary of substances
Annex 7 – EPU Authorisation numbers

 **The Scottish Government**
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**VETERINARY RESIDUES DIRECTORATE (VMD)
SAMPLING AND PROCEDURES
NATIONAL SURVEILLANCE**

Requirements and Regulations

Statutory requirements

The UK has in place a statutory veterinary residue surveillance scheme in fulfilment of its obligations under Council Directives 96/22/EC and 96/23/EC.

This programme plays a role in ensuring consumers are protected against potentially harmful residues of veterinary medicines and other substances.

Co-ordination and collection

The Veterinary Medicines Directorate (VMD) is responsible for the co-ordination and management of the UK programme and for the management and operation of the National Surveillance Scheme (NSS) in GB.

The Scottish Government Rural Affairs Rural Payments and Inspections Directorate (SGRIPD) Eggs & Poultry Unit (EPU) undertakes the collection of samples from packing centers under contract to the VMD.

Sample numbers and frequency

Directive 96/23 requires targeted sampling for veterinary residues by Member States. It lays down the frequency of sampling required for substances.

The total number of samples required to fulfil GB's obligation is determined annually by the VMD based on throughput, who will then request samples to be collected from any suitable packing center.

Suspect Sampling

Directive 96/23 requires sampling to be undertaken where the EPU suspects or has evidence that birds have been treated with unauthorised substances, or eggs may contain residues of authorised substances above the MRL.

Follow-up action

The Directives and the Animals and Animal Products (Examination of Residues and Maximum Residue Limits) Regulations 1997 (as amended) require follow-up action to be taken where:

- samples are found to contain residues of veterinary medicinal

- products above the permitted maximum residue limit or
- Where residues of unauthorised substances have been detected.

This could involve legal proceedings, and consequently these instructions must be followed.

Authorisation

All officers must be authorised in writing.

EPU (HQ) must inform VMD when new officers take up post so that an application for authorisation can be made. EPU staff must not undertake work for which they have not been authorised.

EPU requirements

The EPU must:

- ensure that only correctly authorised staff carry out sampling;
 - ensure continuity of evidence when samples are collected, prepared, labeled, stored and dispatched;
 - always obtain indisputable evidence for the origin of the eggs sampled;
-

Introduction to Sampling

Sampling requests Sample requests will be generated each quarter by the VMD. Each request will be on a RIM 7, which is the Primary Sample Request form. Batches of these forms together with samples labels will be sent to the EPU (HQ) prior to the beginning of each quarter.

Note: Samples must be collected exactly as described and requested in the month specified on the RIM 7.

The eggs selected for sampling must fit the information on the RIM 7.

The RIM 7 will not identify a specific egg packing center where the sample should be collected. EPU marketing officer will select the packing center, taking into account the targeting criteria set out below.

Reference: RIM 7 sample copy at Annex 1

When to collect Samples required for a specified month must be collected during the month stated. It is permissible to collect samples all on the same day or over a number of days given Geographical locations of sampling packing centres available. Follow storage conditions if collecting over a number of days.

Collect only one sample for a specified residue from eggs from the same farm of origin, house and batch. This avoids multiple sampling of the same batch of eggs/house

RIM 7 reference Each RIM 7 form has a unique Sample Reference Number (RIM No), which must not be altered. The number must be quoted in any correspondence about the sample.

Adhesive label Each RIM 7 form is accompanied by an adhesive label printed with:

- the Sample Description,
- Sample Reference Number, (RIM No) and
- Bar-code.

Types of analyses and samples A list of the types of analyses required is given in Annex 2

Targeting criteria	Eggs must be selected taking into account the criteria that appear on the RIM 7 form and the targeting criteria below: <ul style="list-style-type: none">• production system• information about the producer (if available)• indication of the use of pharmacologically active substances• normal use of pharmacologically active substances in the particular production system
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Sample Collection

Sampling point The sample of one dozen eggs should be collected at a point prior to the candling stage where the type of egg and production unit of origin can still be identified.

Completion of the RIM form Sample information is printed at the top of the RIM 7 form, including the name of the laboratory to which the sample is to be sent and the month when the sample is to be collected. The form will state "at any suitable egg packing center" and will indicate whether Free Range, Barn or Caged eggs are required.

None of this information should be altered.

Sample number Each RIM 7 form has a unique Sample Reference Number. This number must not be altered and should be quoted in any correspondence about the sample.

Details to be recorded Record on the RIM 7 form (**IN BLOCK CAPITALS**)

- "House number" - number or name of house that the eggs came from
- "Packing Center Number" - the 5 or 6 figure packing center number
- "Farm of origin" - the name and address of where the eggs were produced
- whether the production is organic
- date of collection of the sample
- date of dispatch of the sample
- name and designation of the collecting officer

N.B. If you make an error when recording any of the information on the RIM 7 form, cross out the entry and enter the correct details, then initial the change. Do not use correction fluid. The original entry must be legible.

Packing center number Record the packing center number on the RIM 7 form. This information is entered by the laboratory and allows sample results to be sent to the packing center.

**Queries on
sample
collection**

Any queries from EPU marketing officers relating to sample collection must be directed to the Higher Marketing Officer or the Senior Poultry Officer.

**Refusal to allow
sampling**

If EPU marketing officers are refused permission to take a sample, Consider If there is an alternative Packing Centre that the sample can be taken from to complete the obligation to procure the samples. If not, where applicable follow the procedure in EPU Operational Guidance “Refusal to allow an inspection to be made” or see guidance on P10 – Failure if sample collection.

Section 2 – Sampling Procedures

Section Overview

In this section The table below lists the topics in this section.

Topic	See Page
Section Overview	7
Security of Samples & Continuity of Evidence	8
Tamperproof bags	8
Storage Temperatures	9
Preparation & Storage of Samples	10
Packaging & Dispatch of Samples	11 - 12
Sampling Equipment	13
Action by Higher Marketing Officer	13
Action by EPU HQ	13 - 14

Security of Samples and Continuity of Evidence

Security issue The results of analyses for all substances could lead to legal proceedings. Therefore we must have continuity of evidence on the samples and those samples are accurately identified and stored in a secure office.

Breaking seals Once the tamper proof bag is sealed, the security seal must not be broken nor the polythene bag damaged until the sample has reached the laboratory.

Tamperproof Bags

Sealing Immediately after collection the sample of eggs should be placed into 2 x 6 plain pre-packs. The pre-packs should then be placed in an individual tamperproof bag which should be sealed by:

- removing the protective strip, then
- placing the blue strip over the area previously covered by the protective strip on the bag, then
- Pressing down to seal.

Wherever possible this should be done in the presence of the owner of the packing centre or person responsible for the source of the sample.

Only one sample should be placed in each bag

Pens Pens e.g. Biro's or ballpoint pens **Must** be used to write on the bags.

Labeling: tamperproof bag Label the bag immediately after each sample is taken. Whenever possible complete the labelling in the presence of the packing center owner or person responsible for the source of the sample.

Step	Action
1	Attach the white bar coded sample label to the front of the bag in the marked space. <u>Caution:</u> ensure that the bar code label is not creased or otherwise damaged whilst sticking it to the bag.
2	Sign and date in the space provided on the front of the bag.
3	The owner or person responsible should also sign and date all the bags, confirming that the information recorded on them is correct. Refusal to sign should be noted on the front

	of the bag. <u>Alternative:</u> note this on the RIM 7 form.
4	Once sealed, the bag must not be opened until the sample has reached the laboratory.

Recording of persons involved in sampling

Keep a record of the names of all authorised persons involved in obtaining samples.

Storage Temperatures

Maintaining temperature

After collection samples must be protected against extremes of temperature. Samples should be transported to the Marketing Officers office as soon as is reasonably practicable.

Preparation and Storage of Samples

Adhesive label

The adhesive label is supplied with:

- sample details,
- sample reference number (RIM No),
- Bar-code corresponding to the relevant RIM 7 form.

The label must be fixed to the front of the tamper proof bag in the marked space.

Caution: You must ensure that the bar code label is not creased or otherwise damaged whilst sticking it to the tamper proof bag.

Date recording

Record the collection and dispatch dates on the RIM 7 form.

Failure of sample collection

Where a sample collection fails or where sampling is not possible, you are to:

- complete the RIM 7 form Remarks box and
- Return the two top copies of the RIM 7 form to your Higher Marketing Officer who will forward to VMD.

Packing and dispatch of samples

Prompt dispatch

Send the samples to the LGC as soon as is reasonably practical and **no more than five working days after collection**. Do not retain samples longer than necessary, as this can lead to sample deterioration, and delay on-farm investigation of positives that may result.

Note: Samples must not be sent on Fridays or on days preceding public holidays.

Packing for dispatch

Place the samples in an outer box. The top two copies of RIM 7 forms should be placed in a self-seal bag (to protect from any leakages if eggs are broken in transit) inside the top of the box. Once the Rim forms are in the box any gap should be packed to ensure the egg boxes do not move in transit. A cut down keys tray, empty egg box, scrap or newspaper can be used (if any other packaging material is required EPU (HQ) will advise and provide). The box should be sealed

The third (bottom) copy of the RIM 7 form must be retained at the EPU HQ for twelve months after sampling.

Fragile labelling

An additional sticky label with the words 'Egg Samples – Handle Gently' or similar should be stuck near the LGC address label. This should alert the carrier to the fragile contents. (this label will be provided by EPU (HQ))

Return of RIM 7

Caution: RIM 7 forms must be sent with the samples to which they relate.

VMD notification

The third (bottom copy of the RIM 7) should be photocopied twice and Faxed to the VMD: Steph Hunt - 01932 336618

One copy of RIM7

One Copy of the consignment note and

One copy of each retained by the marketing officer

The original bottom copy should be sent to the Higher Marketing Officer for retention for 12 month's after sampling.

Reference: See Annex 3 for VMD address.

Labeling outer boxes

Outer boxes are to be labelled as follows:

- the adhesive address label provided should be applied to the outer carton across the box flaps, and
- boxes should be clearly marked '**this way up**' to ensure careful handling.

Reference: See Annex 3 for the laboratory address.

Dispatch

When dispatching the samples to the laboratory, follow the instructions in the table below.

Stage	Description
1	Contact Interlink Express on 0208 751 6363 Do not use any other phone number.
2	Quote the account number 1363000, your unique EPU authorisation number and the collection address. Reference: see Annex 7
3	Dispatch boxes so that they reach the LGC by noon the following day.
4	When the driver arrives complete the consignment note provided to you by entering the following details: <ul style="list-style-type: none"> • address parcel is to be collected from • account number - 1363000 • account name – (Environ& Rural Affairs) Veterinary Medicines Directorate • delivery name and address (see Annex 4) • tick <input type="checkbox"/> parcel box under type of item • tick <input type="checkbox"/> by 3 box under type of service • Description of goods – Eggs • Number of items – as required • Weight (Kgs) – leave blank • Sign and date at the bottom

Dispatch failure

Should dispatch fail for a particular reason, e.g. office closed on Interlink arrival for collection or Interlink do not collect package, an attempt must be made to rearrange dispatch wherever possible by:

- following points 1 – 2 in the table above explaining the reasons behind the failure,
- ensuring the samples have not deteriorated and
- telephoning the EPU (HQ) to explain the failure and follow up action, e.g. rearranged collection

The EPU marketing officer will contact the laboratory to expect samples arriving with incorrectly dated paperwork.

Use of Interlink Express account

Only egg samples for the VMD's National Surveillance Scheme can

SGRPID – VMD sampling Instructions

be sent on this account. It must not be used for any other purposes.

Sampling Equipment

Supplies	<p>The following paperwork/equipment are sent out by request by the EPU (HQ):</p> <ul style="list-style-type: none"> • RIM 7 forms • Adhesive labels • Tamperproof bags • Plain polythene bags • Plain, 6 pack pre-packs • outer boxes • Consignment notes
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<u>Supply of sample boxes</u>	<p>Higher Marketing Officer should ensure a sufficient supply of boxes is maintained at HQ for distribution to EPU staff as and when requested by them</p> <p>Ref: Annex 3 - EPU HQ</p>
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Action by Higher Marketing Officer

Allocation of Rim 7 forms	<p>Higher Marketing Officer is to inform EPU (HQ) and VMD of the allocation of RIM 7s to EPU's. Recorded on central database.</p>
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Consumables	<p>Higher Marketing Officer to inform AHEMI (HQ) when they need supplies of consumables and consignment notes:- AHEMI (HQ)Unit, DEFRA, Area 5e, 9 Millbank, c/o 17 Smith Square, London SW1P 3JR Tel 020 7238 2106/7 (Fax 020 7238 3116)</p>
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Returns	<p>Higher Marketing Officer to collate regional returns of any VMD time worked other than normal work collection/despatch time by EPU's (See Annex 2, 3.1).</p>
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Action by AHEMI (HQ)

Allocation of RIM forms	<p>AHEMI (HQ) is responsible for the allocation of RIM 7 forms to individual regions of the UK and will inform VMD of this. In the case of Scotland these come direct from VMD.</p>
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SGRPID – VMD sampling Instructions

Ordering supplies	AHEMI (HQ) is responsible for the ordering and distribution of VMD consumables to SGRPID Higher Marketing Officer this includes: Tamperproof bags – source VLA (code DIF 0013) Plastic bags – source VLA RIM 7 form - source VMD Pre-packs (2 x 6) - source Omnipack, Gr. Yarmouth. Outer boxes - source
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Liaison with VMD	AHEMI (HQ) to liaise between VMD and the Inspectorate regarding queries on egg sampling work.
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SECTION 3: INVESTIGATION AS A RESULT OF A POSITIVE SAMPLE

Section Overview

Topic	Page
Investigation of positives	16

Investigation of Positive Residues

Notification of positives	The VMD will inform the Senior Poultry Officer of any positive residues that have been detected and the results of any follow-up investigations carried out by the State Veterinary Service.
Role of EPUs	The role of the EPU marketing officer who took the sample will be limited to providing such assistance as may be necessary in establishing the farm of origin and certifying his/her part in obtaining the sample in question.
Results of follow-up sampling	As part of the follow-up investigation carried out by the SVS the VMD may request that additional egg and/or Feed samples are taken in order to establish the extent of the residue problem. Where these samples test positive the VMD will arrange for eggs from the farm to be sampled again within 3 months of the follow-up investigation.
Cause of residue	Where the investigation suggests that feed contamination may be the cause of the residue the VMD will discuss the findings with the Animal Medicines Inspectorate with a view to further investigations at the manufacturing mill.

Annex 1 - Example Rim 7 form



Veterinary Medicines Directorate
National Surveillance Scheme for Residues in Eggs
Primary sample

Directive 96/23/EC

Sample Ref. No. (RIM NO)

0908021

March

From **Scottish EMI**

Please collect in

the following sample and send to **LGC**

Place of sampling **Any Suitable producer/packing station**

Sample type	Poultry type
Eggs	Caged

For use by Collecting Officer only

Please use black ink and BLOCK letters

Please record full details of sample:

House Number	Packing Station Number	Farm of origin
	UK/7 / - - - -	

Important: If sample cannot be taken, give reasons and return top two copies to the Veterinary Medicines Directorate, Woodham Lane, New Haw, Addlestone, Surrey, KT15 3LS. Tel: 01932 336911 ext. 8328

Remarks:

Name of collecting officer in BLOCK letters please

Date of collection

Date of despatch to Lab.



0908021

For Laboratory use ONLY

Date of receipt at LGC

Sample condition

Test for	Laboratory Ref.	Screening		Confirmatory		Four plate test			
1. Pesticide screen eggs	Affix Lab Barcode Label Here					BS 6	BS 7.2	BS 8	ML 8
		Name	Date	Name	Date	Name		Date	
2.	Affix Lab Barcode Label Here					Initial below when entered on computer			
		Name	Date	Name	Date	Screen 1	Conf 1		
						Screen 2	Conf 2		
3.	Affix Lab Barcode Label Here					Screen 3	Conf 3		
		Name	Date	Name	Date	Sample signoff			

Please send the 1st and 2nd copies to the Laboratory with the sample. The 3rd copy is for your retention.

RIM 7 (4/99)

TYPES OF ANALYSES REQUIRED

The following table lists the types of analyses that will normally be carried out.

Group of substances	Analyses	Sample type	MRL µg/kg
Group A6 Annex IV	Chloramphenicol	Eggs	Not set
	Dimetridazole/ ronidazole/ metronidazole,	Eggs	Not set
	Nitrofurans (AOZ, AMOZ, AHD, SEM)	Eggs	Not set
B1 Antibacterial substances	Antimicrobial Screen (including sulphonamides)	Eggs	Not set
	Tetracyclines	Eggs	Not set
B2a Anthelmintics	Benzimidazoles	Eggs (free range only)	400 flubendazole
	Pyrethroids	Eggs (free range only)	
B2b Coccidiostats	Nicarbazin	Eggs	Not set
	Ionophores (including laslaacid)	Eggs	Not set
B3a Organochlorines/ PCBs		Eggs	Not set

70% of samples must be tested for one compound from each of the following groups - A6, B1, B2b

30% of samples are allocated tests according to the situation in the individual Member State, but must include testing of substances from Group B3a.

ADDRESSES

Residues Branch

Veterinary Medicines Directorate
Woodham Lane
New Haw
Addlestone
Surrey KT15 3LS

Tel: 01932 338329

Veterinary Residues Team

LGC
Queens Road
Teddington
Middlesex TW11 0LY

Eggs & Poultry Unit HQ

Scottish Government Rural Payments & Inspections Directorate
Regional Delivery Division
Regional Livestock & Emergency Planning
Eggs & Poultry Unit
Room 330
Pentland House
47 Robb's Loan
Edinburgh
EH14 1TY

Tel 0131 2446287

Fax 0131 2446449

ANNEX 4**LEGISLATION****1. EC DIRECTIVES****1.1 RESIDUES**

a) The Residues Directive 96/23/EC, and the Hormone and β -agonist Control Directive 96/22/EC, give detailed provisions for residue examinations. Directive 96/22/EEC concerns the prohibition on the use of certain substances having a hormonal or thyrostatic action and of Beta-agonists. It repeals Directives 81/602/EEC, 88/146/EEC and 88/299/EEC. Directive 96/23/EEC asks Member States to implement measures to monitor certain substances and residues thereof in live animals and animal products and repeals Directives 85/358/EEC and 86/469/EEC and Decisions 89/187/EEC and 91/664/EEC. It also provides for the enforcement and execution of prohibitions in Articles 5 and 14 of Council Regulation (EEC) No. 2377/90. Annex IV of the Residues Directive lays down the level of sampling, setting a minimum number or a percentage based on slaughtering statistics.

b) The Directive 96/23/EC lays down what action is to be taken if residues are found in samples. These include trace-back to the farm of origin, investigations into the causes of the residue with further sampling being undertaken.

c) Council Regulation (EEC) 2377/90 provides an EC framework for the setting of Maximum Residue Limits (MRLs) for residues of veterinary medicinal products in foodstuffs of animal origin. Under this Regulation Community-wide MRLs must be established by the 1/1/2000 for all pharmacologically active substances permitted to be used in food producing animals. After that time, Member States will not be able to issue a marketing authorisation for use in such animals and will have to revoke existing marketing authorisations, unless the substance is listed in one of the following Annexes to the Regulation:

Annex I - substances for which a full MRL has been fixed

Annex II - substances for which an MRL is not required

Annex III - substances for which a provisional MRL has been fixed

d) In 1981, the European Community adopted Directive 81/851/EEC which requires any veterinary medicinal product marketed in a Member State to have a marketing authorisation. This established a Community-wide system broadly similar to that already in place in the UK where, from 1983 to 1994, product licences under the Medicines Act 1968 have acted

as marketing authorisations under Community law. The 1981 Directive also introduced controls on the administration of unlicensed medicines to animals. This provision passed into UK law by means of the Restrictions on Administration Regulations 1983, (SI 1983/1732), which were reflected in the quinquupartite letter signed in 1989 by the president of the Royal College of Veterinary Surgeons and the British Veterinary Association, The Chief Veterinary Officers of the Ministry of Agriculture, Fisheries and Food and the Department of Agriculture for Northern Ireland, and the Director of the Veterinary Medicines Directorate.

e) In 1990, the European Community adopted a further package of measures including Directive 90/676/EEC. This extended the marketing authorisation rules to veterinary vaccines and made a number of changes to the earlier Directive. The most significant of these was to increase the emphasis on consumer safety. Before issuing any licence or authorisation, Member States must be sure that residues passing into food will not harm consumers, and that Maximum Residue Limits set by the Community are observed. The controls on the administration of unlicensed medicines were modified to take account of similar considerations.

2. UK STATUTORY INSTRUMENTS

2.1 To implement Directives 96/22/EC and 96/23/EC, one Statutory Instrument has been made under Section 2(2) of the European Communities Act 1972 and Food Safety Act 1990. This is :

**The Animals and Animal Products (Examination for Residues and Maximum Residue Limits) Regulations 1997 (as amended)
(S.I.1997/1729).**

2.2 Details of the scope of these Regulations are given in Paragraphs 3.1.

2.3 In addition, the Medicines (Restrictions on the Administration of Veterinary Medicinal Products) Regulations 1994 (S.I.1994/2987), came into force on December 31, 1994. The Regulations establish in law the prescribing cascade, and the requirements for minimum withdrawal periods and for record keeping by veterinary surgeons. This includes the existing Code of Practice for the Prescribing of Medicinal Products by Veterinary Surgeons set out in the Guide to Professional Conduct of the Royal College of Veterinary Surgeons.

3. STATUTORY RESIDUE CONTROLS

The following paragraphs describe the main powers provided by The Animals and Animal Products (Examination for Residues and Maximum Residue Limits) Regulations 1997 (as amended). For precise details staff must consult these Regulations.

3.1 THE ANIMALS AND ANIMAL PRODUCTS (EXAMINATION FOR RESIDUES AND MAXIMUM RESIDUE LIMITS) REGULATIONS 1997.

- a. Regulation 3: prohibits the sale of stilbenes, thyrostatic substances or beta-agonists
- b. Regulation 4 prohibits the possession of beta-agonists or hormonal substances.
- c. Regulation 5: prohibits the administration of hormonal substances and β -agonists to an animal except under the direction of a veterinary surgeon in accordance with the requirements of regulation 25 and is administered in accordance with regulation 26, 27 or 28 as appropriate.
- d. Regulation 6: Prohibits the administration to an animal of any unlicensed substances or products.
- e. Regulation 7: Prohibits the administration to an animal of Annex IV substances (i.e. as defined in Annex IV of (EEC) Council Regulation 2377/90, as amended).
- f. Regulation 8: Prohibits the possession or slaughter or processing the meat, of an animal intended for human consumption containing a prohibited substance, an unlicensed substance or a concentration of an authorised substance above the Maximum Residue limit (MRL).
- g. Regulations 9 & 10: Prohibit the sale for human consumption of animals, meat, meat products or other animal products containing a prohibited substance, an unlicensed substance, any Annex IV substance or a concentration of an authorised substance above the MRL.
- h. Regulation 11: Where an animal or batch of animals has been slaughtered further to regulation 22 it is an offence to sell the carcass or offal of that animal or dispose of it for human or animal consumption.
- i. Regulation 12: Provides for an exception to the prohibition on slaughter of animals under regulation 22(4). Where this is necessary the animal can be licensed to be moved to a slaughterhouse where it is slaughtered, but before the carcass or the offal of this animal can be released, it must be examined, sampled and the sample analysed. The carcass or the offal must be detained until the results of the examination and analysis are known. If negative, the fresh meat may go for human consumption. A notice advising the owner of the result must be completed. If the carcass and offals contain a level of the authorised substance exceeding the MRL they cannot go for human consumption.

- j. Regulation 13 & 14: give the powers for the procurement of samples and require the submission of any sample to an approved laboratory for "primary" (i.e. Screening) analysis.
- k. Regulation 15: Owners of animals or meat or other animal products in which the residue was detected will be informed of the result of the primary analysis.
- l. Regulation 16: The owner has the right to request a reference (confirmatory) analysis on the original sample.

(However, in practice all samples that give rise to a positive result on primary analysis will be subjected to confirmatory analysis by a recognised reference method. The result obtained from this latter analysis will be used for the purposes of further action).

- m. Regulations 20 and 21: Provide the powers in relation to investigations at farms, at processing plants and other places, where there is suspicion that animals may contain illegal residues which might result in an animal product derived from that animal containing residues of unauthorised substances or authorised substances in excess of the Maximum Residue Limit (MRL). They allow, upon the giving of (reasonable) notice in writing:

- The detention of animals for inspection;
- The detention of these animals under notice pending the results Of examination including the analysis of samples;
- The taking of samples from these animals;
- The marking of animals which are to be subjected to Further investigation.

- n. Regulation 22: describes the action to be taken depending on the outcome of the investigation. If the result of the analysis:

(a) is negative or no examination is necessary, the notice requiring detention is withdrawn.

(b) reveals the use of a prohibited substance, an unlicensed substance, or an Annex IV substance then a notice requiring the slaughter of the animal or animals containing residues for purposes other than human or animal consumption is served on the owner.

(c) reveals a concentration of an authorised substance exceeding the MRL, then a notice will be served on the owner prohibiting the sale or slaughter of the animal or animals for human consumption. This notice shall remain in force for at least the duration of the withdrawal period for the product used. The notice may be withdrawn once the withdrawal period for the product has expired.

- o. Regulations 23, 24: Cover the offences, penalties and enforcement and defences and exceptions.

- p. Regulations 25, 26, 27 and 28: Cover the requirements for the administration of veterinary medicinal products containing a beta-agonist or hormonal substance.
- q. Regulation 29: Defence to offences committed under regulation 10.
- r. Regulation 30 & 31: Responsibilities of processors.
- s. Regulation 32: requires all persons engaged by way of business in the rearing, production or treatment of animals intended for human consumption to keep a record of all veterinary medicines used including:
- a) date of administration;
 - b) identity and quantity of the veterinary medicinal product;
 - c) name and address of the supplier of the veterinary medicinal product;
 - d) identification of the animal or batch of animals to which the veterinary medicinal product was administered.
- This must be done as soon as practicable after the administration and includes veterinary medicines incorporated into feed. The records must be kept in a permanent and legible form, but this does not prevent them being kept on a computer, provided an updated hard copy is available at the time of inspection.
 - the owner of an establishment of initial processing of animal products are required to maintain records which are sufficient either alone or in combination with records or information held by other persons to trace any animals or animal products so derived back to the farm of origin.
 - Any person required to keep a record by Regulation 32 (1), (2) or (3) must keep those records for a period of three years from the end of the calendar year to which such a record relates, save in the case of a prescription intended to show that withdrawal periods have been observed, which shall be retained for a period of five years from the commencement of the withdrawal period to which it relates.
 - At any time during which such records are required to be kept they must be produced for inspection upon the direction of an authorised officer.

ANNEX 5

DIVISION OF RESPONSIBILITIES

1. THE VETERINARY MEDICINES DIRECTORATE

- 1.1 The Veterinary Medicines Directorate (VMD) is responsible for overall policy and management of the collection, monitoring and control of residues and in particular for:
- (a) consultation and liaison at national level with representative organisations.
 - (b) preparing instructions to staff and keeping them informed of developments.
 - (c) liaison with DEFRA Statistics Division to obtain and use production statistics to determine primary sampling numbers.
 - (d) distributing requests for primary and follow-up sampling.
 - (e) the issue to EPU of summarised sampling schedules.
 - (f) liaison with DEFRA Legal Department on investigations for prosecutions under the residues legislation.
 - (g) liaison with laboratories on all aspects of laboratory procedures, including development work.
 - (h) production, in liaison with DEFRA Information Division, of national publicity on residues.
 - (i) maintenance of records of positive findings.
 - (j) production and distribution of results to egg packing centers.

2. EGG MARKETING INSPECTORATE

2.1 Eggs & Poultry Unit in Scotland and the Animal Health Egg Marketing Inspectorate in England and Wales are under contract to the VMD, responsible for:

- (a) the collection of samples from the egg packing centers.
- (b) the despatch of samples to the laboratories.

3. SGRPID - HIGHER MARKETING OFFICER (Poultry) HMO(P)

3.1 The HMO(P) has overall responsibility in his region for ensuring that all requested egg packing center samples are collected and processed in time.

3.2 The HMO(P) should forward a monthly regional return of administration and extra time spent on VMD work to AHEMI (HQ). This would be all time on such work for grades other than EPU plus additional time for EPUS e.g. telephone queries and follow-up visits. (See Appendix IIA)

4. MARKETING OFFICER (Poultry) MO(P)

4.1 The MO(P) is responsible for all aspects of residue work within his/her area and in particular for:

- (a) ensuring samples are collected within the time limits specified;
- (b) ensuring samples are despatched promptly to the specified laboratory;
- (c) informing the HMO(P) of any problems encountered in the collection of requested samples;
- (d) providing witness statements to DEFRA Investigation Officers as part of the combined DEFRA Investigation follow-up action.

5. AHEMI (HQ) UNIT

5.1. The unit is responsible for liaison with VMD and the SGRPID HMO(P) regarding queries on egg sampling work and in particular for:

- (a) the allocation of RIM 7 forms. VMD sent these direct to SGRPID quarterly.
- (b) the ordering and distribution of consumables to the Higher Marketing Officer this includes:
 - Tamperproof bags - source: from VLA Stores
 - Plastic bags and RIM 7 form - source: from VLA Stores
 - Egg boxes (2 x 6) - source Omnipack, Gr. Yarmouth.
 - Outer boxes - source:
- (c) To calculate and send the invoice to VMD for egg samples for each quarter on 15th of the month following the end of each quarter. (April - June = 15 July; July - September = 15 October; and October - December = 15 January.)

ANNEX 6**GLOSSARY OF SUBSTANCES**

Term used	Meaning
Unauthorised substance	Includes Annex IV substances, prohibited substances and unlicensed substances
Annex IV substance	Means a substance specified in Annex IV to Council Regulation 2377/90. These are substances for which no MRL can be set and should not be used in animals produced for human consumption
Prohibited substance	Means any beta-agonist or hormonal substance
Unlicensed substance	Means a substance, other than a hormonal substance, beta-agonist or Annex IV substance which, is not authorised for use in food producing animals

SGRPID - EPU AUTHORISATION NUMBERS FOR INDIVIDUAL OFFICERS

C Russell	971
J Kirk	972
J Meikle	973
L Easter	974
J Wilson	975
H Drummond	976