



## IMPORTS AND EU POLICY TEAM

OVS Note/2018/13

Date: 15 August 2018

### MAXIMUM NUMBER OF CONSIGNMENTS TO BE CHECKED BY AN OVS

#### Purpose

1. To ask **all BIPs** to complete the **Annex** sent with this note, with up to date information on the maximum number of consignments checked by an OVS.

#### Background

2. [OVS Note 2016/24](#) issued on 30 September 2016 referred to the DG Health Directorate F (Health & Food Audits & Analysis)) audit carried out some time ago which recommended that Defra provides guidance on the maximum number of consignments that a full time OVS should carry out.

3. Following a meeting between Defra, BIPs, FSA and OVSs the issue was raised again and it was agreed that a number of other issues e.g. staffing levels at different BIPs with different number of assistants need to be taken into account, and be included in the guidance. A copy of the minutes was sent to you in March this year.

4. To ensure that the current guidance reflects current processes, we need more up to date data from **all BIPs**. Once we have received your returns, an Audit will be carried out based on the data that you provide.

#### Action for OVSs

5. **All BIPs** must treat this request as priority and complete the Annex (Word doc) to this OVS note for the year **2016 - 2017**.

The completed Annex must be returned to Imports and EU Policy Team [Imports&TradeinAnimalsandProducts@defra.gsi.gov.uk](mailto:Imports&TradeinAnimalsandProducts@defra.gsi.gov.uk) within 2 weeks.



**Contact point for enquiries**  
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***Imports and EU Policy Team***