Animal &
Plant Health
Agency

APHA Border Control Post (BCP), Audits & Designations Team

OVS Note 2023/17   5 October 2023

BCP Verification Checks

Purpose

1. To provide BCPs with an updated model checklist reflecting changes to legislation which may be used to assist in recording verification checks made by the Port Heath or Local Authority responsible.

Background

2. OVS Notes 2011/35 & 2013/25 explained and established procedures that PHAs or Local authorities responsible for BCPs should take responsibility for carrying out verification checks required by Article 8 (3) of Regulation 882/2004 on official controls performed to ensure the verification of compliance with feed and food law, animal health and animal welfare rules. This remains a requirement under retained EU regulation 2017/625 which repeals 882/2004. Further information on this is provided in the BCP Manual (Section 20). BCP Manual

3. If you use a checklist for the verification checks, you may continue to use the existing checklist, but you must ensure that where required it has been updated to reflect requirements of current legislation. All the points on the attached model must be covered by the checklist you are using.

4. It is recommended that all checks are recorded electronically as reports and checks will need to be submitted to APHA BCP Audit & Designation team by email to bcp.enquiries@apha.gov.uk by the end of each calendar quarter (6 monthly for no thorough put BCPs)

 5. The current checklist does not include a requirement to check IPAFFS entries using POWER BI, but verification checks at the BCP should include the use of IPAFFS and the accuracy of entries in the system.

Action for OVs

6. OVs should ensure

(a) the verification checks carried out at the BCP cover all the aspects in the model checklist.
(b) Include an assessment of the effectiveness of the checks carried out at the BCP.
(c) Verification checks should be carried out at least quarterly, BCPs with no throughput may reduce verification checks to 6 months.
(d) Where a PHA/Local Authority covers multiple ports or inspection centres and PHA procedures are generic, only one verification check for procedures is required. Separate verification checks should be carried out on all Inspection centres.
(e) Verification checks can be carried out at any time in the quarter but with an interval of not less than 6 weeks unless the PHA has chosen to or agreed with APHA to increase the frequency.
(f) Checks should be submitted by the end of quarters ending March, June, Sept & Dec by email to BCPenquiries@apha.gov.uk stating the name of BCP and inspection centre where appropriate in the subject field.

Contact point for enquiries.

Email: bcp.enquiries@apha.gov.uk