Inspection frequency guide within the food sector – 2017

(Guide to inspection frequencies etc within the food sector)

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1 Introduction
This guide describes the provisions in the Executive Order on Food Inspections and Publication of Inspection Results, hereinafter referred to as the ‘Executive Order on Inspections’. The guide is intended for inspection units performing inspections of control objects within the food sector.
It should be read with the Executive Order on Inspections and the Inspection Manual, found on the DVFA’s website. The Inspection Guide contains general guidelines to be followed by inspectors when performing inspections.
The inspection frequency guide is updated annually.

1.1 Purpose and application
The purpose of the guide is to ensure that inspection units follow the standard principles for determining the basic inspection of control objects approved or registered or that have approved or registered activities in accordance with the Executive Order on Approval.
The guide describes the parameters and principles for determining the number of ordinary inspections for individual control objects, including award of standard and elite frequencies for ordinary inspections, plus guidelines for planning inspections.
It also provides guidelines for extra inspections, e.g. follow-up inspections after remarks performed as a supplement to ordinary inspections.
Apart from its general content, the guide includes:
- Annex 1, List of sectors within the food industry – 2017
- Annex 2, Activity-based risk evaluation businesses in the food sector – 2017
- Annex 3, Supplementary individual evaluation of the need for inspection within the wholesale sector – 2017
- Annex 4, Activities with special inspection frequencies within the food sector – 2017
- Annex 5, Guidelines for planning inspection of slaughterhouses and meat wholesalers in the food sector - 2017
- Annex 6, Prioritised inspections within the food sector – 2017
- Annex 7, Spot-check inspections on wholesale transporters within the food sector – 2017
- Annex 8, Chain inspections – and 3rd party certification scheme for the food sector – 2017

Inspections in Greenland are not subject to this guide.

1.2 Terms and definitions
Food legislation uses the term "business", and the term "control object" is used in the context of inspections. A control object is the unit to be inspected and which receives an independent inspection report. It can be a slaughterhouse, supermarket, restaurant, bread factory, bakery department in a supermarket or a hospital kitchen.
In this guide, the term "control object" is applied as broadly as possible.
Terms and definitions otherwise used in the guide are defined in chapter 2 of the Inspection guide, Terms and definitions.

2 Inspections within the food sector
The objective of food inspections is to ensure that fewer people become ill from the food they eat, and that more control objects observe the rules.
Inspections within the food sector are performed as a combination of several different procedures, with inspection and guidance designed to help as many control objects as possible to understand and comply with the rules by the application of as little intervention by the authorities as possible. To follow is an overview of the various types of inspections performed by the DVFA within the food sector.
Basic inspection
- Approval inspection
- Ordinary inspection, fixed frequency
- Extra inspection after remarks
- Other inspection of special areas, fixed frequency
- Chain inspections

Basic inspections are usually performed according to fixed frequencies or guidelines. They are based on individually-determined standard frequencies, and are individualised and adapted to the requirements for each control object to a high degree.

When inspecting and guiding a control object, the inspection effectively brings focus on the general standard of the object.

The principle of a basic control is determination of the inspection based on overall screening of the control object at the time of the inspection, e.g. with regard to activities, operation and configuration.

Prioritised inspection
- Ordinary inspection aimed at control objects with special requirements

Prioritised inspections are selected, risk-based and built mainly on analysis of inspection results, plus evaluation of current problems that require extra focus. They can also be used on wider group of control objects on the basis of awareness of e.g. rule compliance or inspection patterns.

The selection criteria are prioritised from year to year, but content and inspection method for each control object correspond to an ordinary inspection.

Prioritised inspections can be used for zero point inspection of randomly-selected control objects, especially within the "Ultra-low" risk group.

Campaign inspections

Campaign inspections are aimed at one or more inspection items, and both inspection and guidance can be more in-depth.

Inspection campaigns must increase focus on risk areas, making control objects aware of the rules by providing information before, during and after the campaign.

They can be performed as an add-on to basic and prioritised inspections.

Apart from the inspection types above, other bodies are involved, such as the DVFA's Food Inspection Task Force, which focuses on special focus areas and problems.

2.1 Risk and requirement-oriented basic inspections

Inspection of control objects within the food sectors is based on individual, activity-based risk characterisation and requirement evaluation.

Activity-based risk characterisation of food businesses is based on the following risk data:
- Customer base
- Processes
- Products
- Activities and
- Serving for vulnerable consumers.

That means that risk evaluation is determined with regard to activity-based risk characterisation of each business, see annex 2. A control object can then be awarded a number of risk points for each element of risk data. Points are totalled and place the control object in one of five risk groups, see annex 2.
Risk characterisation is performed for those food businesses the DVFA inspects. Primary producers such as farmers and fishermen are therefore not covered. However, primary producer farm shops and sprout producers are covered.

Requirement evaluation is also performed on an individual basis for each control object. The difference here between the object’s ability and willingness to comply with food legislation will either mean fewer inspections determined by elite frequencies for those that have achieved elite status, or more inspections in the form of follow-ups after remarks. Inspections according to the 3rd party certification scheme and chain inspections also form part of the evaluation.

Differences in risk characterisation and requirement evaluation between different food control objects etc. are expressed by the placing of different risk groups with differentiated standard and elite frequencies for ordinary inspection. Risk evaluation is performed automatically in the Control Object Register (“KOR”) based on risk characterisation of individual control objects.

The frequencies of ordinary inspections for risk groups is determined in the Executive Order on Inspections.

Overview of the relationship between risk characterisation and requirement evaluation:
2.2 Options for reprioritisation in relation to the inspection frequency guide

The DVFA’s management can reprioritise inspection in relation to the inspection frequency guide if deemed necessary due to special conditions identified from objective observance. Such special conditions can include:
- Food contamination, recalls, tracing work and the like that necessitate special action or the need for intensified investigation within a given food sector.
- Extraordinary inspections, e.g. inspection campaigns or the like that were not planned from the start of the year.
- The need to move resources from food inspection to the veterinary sector, e.g. in the event of the outbreak of infectious livestock diseases.

3 Standard and elite frequencies, first ordinary inspection etc.

Annexes 2 and 8 contain charts of risk groups and frequencies for individual risk groups, including standard frequencies for 3rd party certified businesses.

In principle, control objects should be inspected according to the standard frequency according to the object’s risk group.

3.1 Elite businesses

Control objects scoring 0.5 or more for standard frequency can be 'Elite' if the last four inspection reports have no remarks concerning breach of food legislation, and all the reports covering a period of at least 12 months also have no remarks.

Wholesale control objects and retail with wholesale in the "Very high" risk group with a standard frequency of 3 can achieve elite frequency reduced to 2 after one year as an elite business.

Wholesale control objects and retail with wholesale in the "Very high” risk group registered for the 3rd party certification scheme with a standard frequency of 2 can also have the frequency reduced to 1 after one year as an elite business.

Status as elite business always lapses:
- When the control object is subject to remarks on an inspection report, or
- In the event of a change of ownership.

All inspection results on an inspection report are included in evaluation of the object’s possible elite status. Elite status is awarded or revoked in connection with inspection reports. When a control object loses its elite status, the inspection is repeated according to the relevant standard frequency.

In connection with change of owner or relocation, a control object can have the inspection results from the previous owner or control object reapplied on special conditions, cf. the Executive Order on Inspections and guidelines in annexes 11A and B of the Inspection guide. The control object can subsequently achieve elite status at the next inspection.

3.2 First ordinary inspection and inspection "As required"

To follow is a description of the guidelines for first ordinary inspection of newly-established control objects and those that have changed owner. The guidelines for inspection of seasonal control objects and those that with "As required" status are also given.

Guidelines for planning first inspection can be found in chapter 7 of the guide.

3.2.1 Expanded first inspection

Newly-established control objects and those that have changed owner have to be offered notified, expanded first-time inspection, including the offer of expanded guidance on the rules within the food sector. This guidance is provided during the approval visit for control objects that have to be approved, and during the first ordinary inspection for registered control objects.
Certain types of control objects are not given expanded first-time inspection, but are offered guidance over the phone. This applies to:

- Control objects in the "Ultra-low" risk group with inspection frequency "As required", for which no inspection is normally performed when they are newly established or change owner unless there is a specific reason.
- Certain types of control objects in connection with relocation, and when the requirement on a deadline for the first ordinary inspection is waived, cf. chapter 3.2.3.

Control objects that are part of an organised chain are not offered expanded first time inspection or guidance over the phone.

### 3.2.2 Newly-established registered control objects

The first ordinary inspection of newly-established, registered control objects, including those that have relocated, is performed within the following deadlines:

<table>
<thead>
<tr>
<th>Risk group</th>
<th>Deadline for first ordinary inspection in relation to when the control object started its activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very high</td>
<td>1 calendar month</td>
</tr>
<tr>
<td>High</td>
<td>Ordinary inspection need not be performed unless there is a specific requirement</td>
</tr>
<tr>
<td>Medium</td>
<td>Ordinary inspection need not be performed unless there is a specific requirement</td>
</tr>
<tr>
<td>Low</td>
<td>Sector OE 94.99.00 &quot;Associations marketing Greenlandic and Faeroe Island foods for private consumption&quot; is exempt. 1 calendar month</td>
</tr>
<tr>
<td>Ultra-low</td>
<td></td>
</tr>
<tr>
<td>No risk group</td>
<td></td>
</tr>
</tbody>
</table>

### 3.2.3 Relocation of certain registered control objects

In the event of relocation, certain types of control objects are exempt from the deadlines above for the first ordinary inspection. These include:

- Registered wholesale control objects with no storage or production of foods (office businesses).
- Mobile retail control objects that only change their home address.
- Retail transport businesses carrying perishable goods.

### 3.2.4 Newly-approved control objects

Special guidelines apply to newly-established, approved control objects; including relocation to new premises that must have an approval visit before they can start their activities, cf. the Audit guide, an annex 1 to the Inspection guide.

### 3.2.5 Change of ownership

The first ordinary inspection after a change of ownership is usually performed within a period of 1 month. The deadline is also 1 month if applying for continuation of inspection history. Control objects with "As required" frequency cannot continue their inspection history.

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1 Guidelines for when inspection history can be continued are found in annexes 11A and 11B to the Inspection Guide.
The principle for determining the deadline is the date on which the DVFA received notification of change of ownership. If the start date is later than the change of ownership date, this date will be used instead.

In the event of change of ownership for registered control objects with the "As and when required" inspection frequency and with no risk group, inspection is only performed if there is deemed to be a specific need for inspection.

3.2.6 Inspection of seasonal control objects
The first ordinary control of the year should be performed as soon as possible after opening for the season.

3.2.7 Inspection of control objects with inspection frequency "As required"
Inspection of control objects with the "As required" inspection frequency is only performed if there is deemed to be a specific need for inspection, e.g. because of a consumer complaint or in connection with inspection campaigns etc. Zero point inspections should also be performed in connection with prioritised inspections of "Ultra-low", to be able to achieve basic understanding of compliance.

4 Inspection types and sub-types

4.1 Ordinary inspections

Ordinary inspections are performed using a combination of several inspection methods. They are based on the audit method combined with other methods for control objects that require written own-checks. When no written own-check is required, inspection methods such as supervision and monitoring, physical inspection, document inspection, sample-taking and analysis etc. are used. Definition of inspection methods is provided by the control regulation.

Preparation and execution of audits are described in "the Audit guide", annex 1 to the Inspection guide. Ordinary inspection of individual control objects is planned according to the guidelines in chapter 7.

The chart shows use of inspection sub-types in connection with ordinary inspection:

<table>
<thead>
<tr>
<th>Inspection sub-types</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard/elite frequency</td>
</tr>
<tr>
<td>Expanded first inspection</td>
</tr>
<tr>
<td>Spot-check sample inspection, food transport</td>
</tr>
<tr>
<td>Chain inspections – foods (only used for chains with good compliance)</td>
</tr>
<tr>
<td>Prioritised foods</td>
</tr>
</tbody>
</table>

4.1.1 Standard/elite frequency
Ordinary inspections of individual control objects are performed according to standard or elite frequencies as found in the Executive Order on Inspections and annex 1, and are spread evenly through the year to ensure inspections are performed at suitable intervals.

Guidelines for the first ordinary inspection of a control object are described in chapter 3.2. The first inspection visit at the control object should be registered as an expanded first time inspection, cf. chapter 4.1.2.

4.1.2 Expanded first inspection
A first ordinary inspection of registered control objects is usually performed as a notified, expanded first-time inspection, including the offer of expanded guidance on the rules within the food sector, cf. chapter 3.2.1. Such inspections are registered as inspection sub-type "Expanded first inspection". Please also refer to the guidelines for planning first ordinary inspection in chapter 7.
4.1.3 Spot-check inspections on wholesale transporters

Ordinary inspections of wholesale transporters with activities not based at the registered address are performed as spot-check inspections at locations where the control object is active. For example, they can be performed with the help of the police on the road, at harbours or border crossings in consultation with the police, when seals are applied in the inspection units or at control objects where they pick up or deliver foods. This also helps ensure that inspections are performed without notification. A detailed description of spot-check inspections for wholesale transporters; including the inspection population can be found in annex 7.

4.1.4 Chain (corporate) inspections

Chain (corporate) inspections of control objects are performed as inspections at the chain’s head office for that element of the legislation for which the head office is responsible for and manages, and at other locations with the implementation of procedures drafted by the head office inspected on the premises of individual chain businesses, see annex 8.

4.1.5 Prioritised inspection

Prioritised inspections are a supplement to basic inspections, and correspond in content and method to ordinary inspections. Prioritised inspections are aimed at control objects where an increased need for inspection is deemed to exist, or for a wider group of control objects based on awareness of rule compliance or patterns in inspections, etc.

Selection of control objects for prioritised inspections is built mainly on analysis of inspection results, plus evaluation of current problems that require extra focus. Selection criteria are prioritised from year to year. Some of the prioritised inspections are selected by the individual inspection units, whilst more are selected centrally.

The focus of the inspection in each control object corresponds to basic inspection.

Many of the prioritised inspections can be selected at random for zero point inspection to achieve awareness of rule compliance, especially within the "Ultra-low" risk group. For a more detailed description of selection of control objects for prioritised inspection, see annex 6.

4.2 Extra inspections

Extra inspections are prepared and performed in the following instances with the same scope of inspection and method as ordinary inspections, and cover several legislative areas, cf. chapter 7 on inspection planning:

- Follow-up inspection after remarks,
- Ordered inspection.

In other instances, only certain factors are inspected in connection with

- Consumer complaints,
- Infection tracing in connection with outbreaks of food-borne disease, and
- Recall cases.

The most relevant inspection methods are used for this inspection, e.g. audit or physical inspection.

Extra inspections after remarks cannot replace ordinary inspections.
The chart shows use of inspection sub-types in connection with ordinary inspection:

<table>
<thead>
<tr>
<th>Inspection sub-types</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follow-up: Enhancement</td>
</tr>
<tr>
<td>Follow-up: Order/ban/fine</td>
</tr>
<tr>
<td>Enhanced inspection</td>
</tr>
<tr>
<td>Follow-up: Other (used e.g. after consumer complaints and police reports)</td>
</tr>
<tr>
<td>Ordered: Remarks:</td>
</tr>
<tr>
<td>Ordered: Change of ownership</td>
</tr>
</tbody>
</table>

### 4.2.1 Follow-up inspection after remarks

Follow-up inspections are usually performed after remarks. 'Remarks' include warnings, injunctions, prohibition orders, administrative fines and reports made to the police.

Usually, remarks must be followed-up within 2 months of the inspection that gave rise to them. But there can be aspects to a case that mean that a follow-up inspection is more relevant at a later date, e.g. due to deadlines or other practical measures. The nature of the breach and inspection frequency of the control object have to be taken into account.

Follow-up inspections after remarks have the same scope of inspection and method as ordinary inspections, and cover several legislative areas, cf. chapter 7 on inspection planning.

The guidelines for follow-up inspections after remarks of control objects with more than 12 annual inspections are described in annex 5, under the section on planning follow-up inspections for a given control object.

Follow-up inspections are usually performed as an inspection visit, but in special circumstances can be an administrative inspection of (e.g.) documentation submitted.

Follow-up inspections after remarks can normally not replace ordinary inspections according to standard frequencies, as they are designed to increase inspection activity in the control object. The same applies to wholesale control objects in the "Very high" risk group with standard frequency 4.

Follow-up of remarks can sometimes be performed during ordinary inspection, e.g. in the following instances:

- Following up on remarks to which a deadline (usually for an order) is linked, which will mean that the date of the deadline is usually concurrent with a planned ordinary inspection.
- Following-up on remarks from a follow-up inspection if there is a planned ordinary inspection within the next 2 months.

### 4.2.2 Enhanced inspection

If the inspection units believe that a single follow-up inspection is insufficient to ensure that the control object to permanently correct the illegal situation, it can be necessary to enhance inspections for a period, cf. the Executive Order on Inspections. That will mean several extra inspections within a given timeframe, cf. the Inspection Guide, section 5.2. Descriptions of inspection types and examples can be found in annex 6 of the Inspection guide.

During enhanced inspection for a period, the scope and method of the first of the extra inspections will correspond to those of an ordinary inspection. Other extra inspections can be targeted against any current problem(s) within the control object.

### 4.2.3 Follow-up inspections, other

Inspections in connection with e.g. recall cases, infection tracing in the event of an outbreak of or suspicion of food-borne disease or relevant consumer complaints against control objects, including those in risk group 'Businesses in risk group "Low"' can be performed as an extra inspection in cases where no ordinary inspection is planned within a reasonable timeframe.

If the inspection is performed as an extra inspection, it must be targeted, inspecting only those legislative areas relevant to the follow-up and using the inspection methods that are most relevant.
4.2.4 Ordered inspection

In the following situations, control objects can order inspections to be performed within 2 months:
- After remarks to the latest inspection report, when the inspection units do not perform a follow-up inspection, cf. chapter 4.2.1.
- After change of ownership.

In the event of inspection to order, the scope and method will correspond to those of an ordinary inspection.

4.3 Other inspections

Most inspection work can be performed during ordinary or extra inspections. If not, a further inspection can be performed as targeted inspection using the "other" inspection type. For documentation of the inspection, see annex 11 A and B to the Inspection guide.

The chart shows use of inspection sub-types in connection with other inspection:

<table>
<thead>
<tr>
<th>Inspection sub-types</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other inspections</td>
</tr>
<tr>
<td>AM/PM</td>
</tr>
<tr>
<td>Animal exports to USA/China</td>
</tr>
<tr>
<td>Animal exports to USA/China and AM/PM</td>
</tr>
<tr>
<td>Requested guidance</td>
</tr>
</tbody>
</table>

There can be instances when an inspection areas cf. other rules or guides has to be inspected more frequently that the predetermined frequency. This could be the case for the following activities for instance:
- Inspection before and after slaughter at slaughterhouses.
- Inspection prior to the export of meat and meat products to the USA and China, cf. Guide on Inspection of Businesses Exporting Foods to Third Countries (the Export guide).
- Inspection of Specified Risk Material.
- Inspections for the import of animal foods subject to special restrictions, cf the Executive Order on Import of Foodstuffs etc. Subject to Special Restrictions (the Executive Order on Restrictions).

Possible special requirements as to which legislative areas are to be inspected in connection with this inspection are stated in the relevant rules and guides for the sector.

There can also be cases where an inspection cannot always be performed within the predetermined frequency due to the complexity, size or activity of the control object. This could be the case for the following activities for instance:
- Inspections according to organic rules.
- Inspections of export activities apart from those for the export of animal food products to the USA and China.
- Inspections of import activities apart from those for the import of non-animal food products with special restrictions.
- Inspections according to trade norms.

Other inspections cannot replace ordinary inspections.
4.4 Campaign inspections

Campaign inspections are aimed at one or more inspection items, and both inspection and guidance can be more in-depth. A project description is issued for each inspection campaign laying out the inspection guidelines.

Campaign inspections are usually performed as an addition to the basic and prioritised inspections, but can also be independent, such as the “other” inspection type.

Campaign inspections must focus as far as possible on the following:

- Objective and expected results of the campaign,
- Information,
- Involvement of the industry prior to campaigns,
- In-depth inspection of a particular focus area, and
- Targeted guides for the control objects.

5 Determining frequencies for ordinary inspections

Annex 2 sets out the principles for individual activity-based risk characterisation.

Based on overall risk and requirement evaluation, risk groups and their related standard frequencies (plus elite frequencies if relevant) are determined for each risk group, see the Executive Order on Inspections.

The frequency inspection of individual control objects is performed as an ordinary inspection according to standard or elite frequencies, and are spread evenly through the year to ensure inspections are performed at suitable intervals.

Guidelines for ordinary inspections are described in chapter 3.

Guidelines for planning ordinary inspections are described in chapter 7.

Each time the inspection frequency for a control object is changed during the year, the Planned Ordinary Inspection (POI) plan is updated.

5.1 Planned basis inspection (planned ordinary inspection according to standard or elite frequency)

The DVFA determines the number of annual basic inspections for each control object annually. Registration is made in the Control Object Register ("KOR") with the designation Planned Ordinary Inspection (POI). POI is basically identical with the standard or elite frequency for the control object.

When determining inspection frequency, whether the control object has elite status has to be taken into account. If wholesale control objects or retail with wholesale in the "Very high" risk group have had elite status for 12 months, the inspection frequency can be further reduces, cf. annex 2.

It can be necessary during the year to revise POI for a given control object, e.g. if the object changes its activities, causing a change in risk group and inspection frequency, or changes inspection level (e.g. from elite to standard frequency).

5.2 Planned Ordinary Inspection (POI) for control objects starting during the year

POI has to be reasonably in proportion for the period a control object starting during a year (new startup, including relocation or change of owner) to the period the object has existed.

5.3 Planned Ordinary Inspection (POI) for control objects changing inspection frequency

POI has to reflect the new inspection frequency for control objects changing frequency during the year, and be in reasonable proportion to the rest of the year. A control object can change inspection frequency for instance, if it changes risk group as a result of a change in activities etc., or if it changes inspection level (to standard or elite frequency).
POI has to be updated for control objects achieving elite status during the year to the new frequency. Regardless of at what point in the year a control object achieves elite status, it must have the total number of frequency inspections (ordinary according to standard or elite frequency) that at least corresponds to the elite frequency.

Control objects in the "Very high" risk group (standard frequency 4/elite frequency 3), given elite status, shall have at least one ordinary inspection in the second half of the year regardless of how many inspections have been performed in the first half, to ensure that inspections are evenly spread throughout the year. That means that the total number of ordinary inspections can be higher than elite frequency.

If a control object loses elite status during the year, it will a total number of ordinary inspections through the rest of the year in reasonable proportion to the period it should be inspected according to standard frequency.

If a control object has already had a total number of ordinary inspections according to the standard frequency exceeding the reduced frequency, and should not have any further frequency inspections in the same year, the POI will be revised to the number of ordinary inspections according to the standard frequency the object has already had.

5.4 Planned Ordinary Inspection (POI) for seasonal control objects

Seasonal control objects are characterised by only being active part of the year, and that they have no activities at all during the period they are inactive. For example: if a control object produces for stock in short periods during the year, but stocks and sells, stores refrigerated goods etc. throughout the year, it cannot be regarded as a seasonal control object. If the retail outlet and stores are at different addresses, they must be registered separately. In such instances, the retail outlet can be seasonal (e.g. selling ice cream), whilst the stores can be a year-round business.

POI for seasonal control objects can be reduced in some instances to a level in line with the control object's opening period. 'Opening period' is defined as the total period the object is open during the year. For example: if a control object is open from April to September (six months), 1 week after autumn holidays and three weeks in December, the opening period will equate to around 7 months.

NB: POI for seasonal control objects with an inspection frequency of 1 or less cannot be reduced. POI for seasonal control objects with a higher inspection frequency cannot be reduced to less than 1.

5.5 Planned Ordinary Inspection (POI) for supplementary individual evaluation of the need for inspection of wholesale control objects

Supplementary individual evaluation of the requirement for inspections within the wholesale sector that imply control objects are deemed to represent low risk to food safety and the environment due to their activities and product range, regardless of whether the business is placed within the "Very high" or "High" risk groups, can be performed. See annex 3.

6 Sectors and customer base

Control objects are categorised by sector, see annex 1. A defined customer base belongs to each sector, and if the sector comes under wholesale with or without treatment or retail respectively, see annex 1. Data used for publication in "EU lists of producers of animal foods, honey and sprouts" are registered.

There is only one by-sector for the supply of by-products and former foodstuffs for use as feeds. (10.90.00.A), see annex 2.

6.1 Registration or approval

General guidelines on whether control objects in a sector have to be approved (A) or registered (R) are given in annex 1 alongside each sector.

More detailed guidelines for registration and approval can be found in relevant guides such as the Approval Guide and Organic Guide.
7 Inspection planning

All relevant legislative areas must be inspected within a given period. This is referred to as "all-round (inspection of all legislative areas)".

"All around" inspections have to be performed for retail control objects throughout the retail sector, whilst wholesale control objects are only subject to "all around" inspection on an individual basis.

In the event of inspection by 3rd party certified businesses, review of the individual items in the certification body's audit reports can be included in "all around", so that the DVFA can avoid having to perform its own inspections of legislative areas or points on the inspection plan when there are no non-conformities or they have been closed.

The inspection is planned for retail or wholesale control objects before the inspection visit or inspection (including cf. chapter 5.4 of the Inspection Guide), but inspection of legislative areas shall be performed on the basis of control object screening at the time of the inspection, and can be revised.

This screening consists of the inspector making a specific evaluation of which legislative areas and items will be relevant to inspect at the start of the inspection. This can be based on familiarity with the control object's customer base, risk processes, products, activities and rule compliance, and on the basis of what is happening in the business at the time of the inspection. If any breaches are found by the inspection that imply remarks, a specific evaluation of the need to expand or revise the inspection will be performed, in relation to what is deemed relevant by the screening.

Screening cannot be compared with inspection. That means that inspection is only performed on those items or legislative areas documented in the inspection report.

Within the retail sector, screening as the basis for an inspection will mean that the control object gets a more individually-arranged inspection. This can be because there is no requirement to inspect all relevant legislative areas within a given period for a given control object, but for the retail sector as a whole.
But there are individual requirements for inspection content for retail and wholesale control objects. See below for more details.

Control objects with an ordinary inspection frequency of more than once annually can have the number of visits reduced if consideration to objective prioritising in a given year makes it necessary.

When planning an inspection of retail and wholesale objects, one must also be aware that there are inspection areas with special requirements to be observed, regardless of the requirements for inspection frequencies and planning stated in this guide, cf. chap. 7.11.

7.1 Approved control objects and objects with approved activities

All approved control objects – primary producers (sprout businesses), retail with special activities requiring approval (butchers with SRM), retail with wholesale and wholesale – have to be inspected once annually for compliance with their approvals and their current status. Inspection of the control object's approval is documented under the legislative area: "Approvals etc."

7.2 Planning ordinary inspections of retail control objects

Inspections within the retail sector have to be planned to ensure inspection is performed "All around" within the sector for a period of three years. This is achieved by all retail control objects with and without elite status or 3rd party certification being placed in one group for which inspection has to be planned, so that all legislative areas are inspected within three years.

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2 The rules for the food sector are divided into 12 legislative areas, see appendix 1 to the Inspection Guides annexes 11A and 11B. The legislative area "Hygiene" is divided into 3 in the inspection report.
An ordinary inspection for retail control objects inspects every time as a minimum:
- One of the three legislative areas under hygiene.
- The business' own-check of control objects with a requirement for written procedures.
- Updating of risk data for use in risk characterisation.

7.3 Planning ordinary inspection of wholesale control objects and approved primary producers with standard frequency

The inspection of control objects with standard frequency in wholesale control objects and approved primary producers (sprout businesses are included) must be planned to inspect "all-round" in each control object within one year.

An ordinary inspection for wholesale control objects inspects as a minimum:
- Every time:
  - One of the three legislative areas under hygiene.
  - The business' self-inspection of control objects with a requirement for written procedures.
- Every year:
  - Correspondence between approved activities and actual status of the control object, including activities with special inspection frequencies, see annex 4 and chap. 7.1.
  - Updating of risk data for use in risk characterisation.

7.4 Planning ordinary inspection of retail with wholesale

Inspections for retail with wholesale without treatment shall be planned as described in chapter 7.2. In instances where retail with wholesale without treatment control objects have departments with treatment that are registered, inspection of those departments shall be planned as described in chapter 7.3. Inspections for wholesale with treatment shall be planned as described in chapter 7.3.

7.5 Planning ordinary inspection of retail control objects with elite business status

Control objects with elite business status in the retail sector are grouped with those without elite status in a group for which inspection has to be planned for "all around" inspection within a period of three years, see chapter 7.1.

7.6 Planning ordinary inspection of retail control objects with elite business status

Inspections within the wholesale sector must be planned for "all around" inspection of each control object within a period of two years when the wholesale control object (including approved primary producers (including sprout businesses)) have elite business status.

7.7 Planning ordinary inspection of registered 3rd party certified control objects

The inspection of 3rd party certified control objects must be planned for "all around" inspection of each control objects within a period of two years when the object is registered under the 3rd party certification scheme. When performing ordinary inspection of 3rd party certified control objects (cf. annex 8), allowance must be made for the certifying body's audit reports concerning food activities, cf. "Guide to Audits", annex 2 to the Inspection Guide. The results from the certification body's inspection can give rise to inspection of legislative areas, which may otherwise not have been inspected as part of the planned inspection, as part of screening the control object at the time of the inspection.
7.8 Planning ordinary inspection of wholesale control objects with standard frequency 0.5

The inspection of control objects with standard frequency of 0.5 must be planned for "all around" inspection of each control objects within a period of two years.

7.9 Inspection planning for control objects with inspection frequency "As required"

Control objects with "as and when required" inspection frequency are subject to inspection of legislative areas deemed to be relevant from screening of the object at the time of inspection.

7.10 Special inspection planning of wholesale control objects

An inspection plan is a detailed plan for inspections for each control object. Inspection plans must be used for planning ordinary inspections, including spreading them evenly throughout the year. An inspection plan is drawn up when preparing the first inspection of a control object, and must be updated after each inspection if more than one is planned for that business. Inspection plans are updated every year by the control object's inspector. Guidance on use of inspection plans can be found in the digital inspection bag.

7.11 Special inspection planning of meat control objects

There are supplementary guidelines for planning inspections of slaughterhouses and wholesale meat control objects with treatment, along with US-approved cold and freezer storage where meat is stored. See annex 5 for description. Slaughter buses are not covered by the supplementary guidelines in annex 5. Inspection planning for slaughter buses is performed instead according to the guidelines in chapters 7.3 and 7.5.

7.12 Planning approval inspections

The risk analysis and HACCP plans for a control object must be inspected (legislative area "own-check by a business") in the event of approval visits for control objects that have undergone major changes, cf. the Executive Order on Approval. Other relevant legislative areas are also inspected during approval visits according to the guidelines in chapter 7. The risk analysis and HACCP plans are inspected again in the event of inspection visits linked to final approval of a control object with conditional approval. Subsequent inspections are performed according to the guidelines for inspection planning in chapter 7.

7.13 Planning follow-up inspection after remarks

In the event of follow-up inspections after remarks, the legislative area(s) that gave rise to the comments from a previous inspection must always be followed-up, in addition to inspection of relevant items based on screening of the control object at the time of the inspection. Follow-up inspections must equate to an ordinary inspection, cf. chapters 7.2, 7.3 and 7.4.

7.14 Inspection requirements for activities with special frequencies

There are special inspection requirements for special activities, laid down in other rules and guides etc. They have to be observed, regardless of requirements for inspection frequencies given in this guide, i.e. businesses with inspection frequency 0.5 and "As and when required".
This could be the case for the following activities for instance:
- Organic
- Import
- Export
- Specified Risk Material (SRM)

The guide replaces the inspection frequency guide for 2016 dated 8th of December 2015 and applies as from 31st of March 2017.

The Danish Veterinary and Food Administration, 20th of April 2017
Kenny Larsen
List of sectors within the food industry - 2017

Listed below are the sectors within the food industry in alphabetical order, complete with a description of the sector. The sectors give a general description of which business type the control object is, and e.g. whether they should be registered or approved, whether they are wholesale with or without treatment, etc.

The customer base for each sector is stated, ref. annex 2, using the following abbreviations,
- Local - Consumer or business - LCB
- National - Businesses - NB
- Regional - Consumers - RC
- Not relevant - NR

When a sector is classed as "Not relevant", no individual frequency for the control objects in the sector is calculated.

The Sector Group column states which sector group the sector belongs to, wholesale with or without treatment, retail, etc.
- Retail - R
- Retail with wholesale - RW
- Wholesale with treatment - WWH
- Wholesale without treatment - W-H
- Primary producer - PRP
- Other - O

Whether control objects for each sector have to be approved (A) or registered (R) in accordance with the Executive Order on approval and registration of food businesses etc. is also stated for each sector.

<table>
<thead>
<tr>
<th>Sector</th>
<th>Description</th>
<th>Customer base</th>
<th>FyST Sector no.</th>
<th>Sector group</th>
<th>Approval - A</th>
<th>Registration R</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beekeepers</td>
<td>Registered beekeepers</td>
<td>LCB</td>
<td>PP.01.49.20</td>
<td>PRP</td>
<td>R</td>
<td></td>
</tr>
<tr>
<td>Catering with delivery to retail businesses (retail with wholesale)</td>
<td>Catering with delivery to retail businesses (retail with wholesale), with production of ready-to-serve food to retail control objects, including to departmental kitchens in hospitals and institutions, outside catering businesses, aircraft, trains, etc. Includes central kitchens in hospitals and institutions with no serving area of their own, or that supply animal foods over the 1/3-rule.</td>
<td>NB</td>
<td>DE.56.20.00</td>
<td>DE</td>
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<tr>
<td>Sector</td>
<td>Description</td>
<td>Customer base</td>
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<tr>
<td>Convenience stores with or without limited treatment</td>
<td>Convenience stores, e.g. supermarkets, minimarkets, kiosks in connection with filling stations without treatment or with limited treatment, e.g. bread sales, sales of ice cream, soft ice cream, slush ice and soft drinks can, possibly by self-service. Other retail trade than non-perishable foods E.g. - Online and post order sales - The sale of foods without own storage, e.g. the sale of meat from own livestock slaughtered at an approved slaughterhouse and delivered to the customer from there. Pharmacies, drugstores, health shops, etc. - Sports outlets, fitness centres, etc. - E.g. the sale of spices, sweets, chocolate, dried fruit, pasta, mineral water and soft drinks and prepacked ice creams - The production of burnt almonds or slicing of fruit and vegetables. - The sale of foods from stands and booths, vehicles with fish, meats, cheese, etc.</td>
<td>RC</td>
<td>DD.47.10.99</td>
<td>D</td>
<td>R</td>
<td></td>
</tr>
<tr>
<td>Associations marketing Greenlandic and Faeroe Island foods for private consumption</td>
<td>(Registered activity) - Import, storage and distribution * The inspection frequency has been determined for the activity in 'Guide to the Import of animal foods for private consumption from Greenland and the Faeroe Islands to Denmark'</td>
<td>NR</td>
<td>OE.94.99.00</td>
<td>O</td>
<td>Reported</td>
<td></td>
</tr>
<tr>
<td>Production of products of animal origin - Other products</td>
<td>Production of animal products, e.g. honey centres, production of gelatine, collagen, fat and animal fats. Hide centres and tanneries that process hides, separating the raw materials from the rest of the hide, are included Honey centres only have to be registered Beekeepers are primary producers and come under the 'Beekeeper' sector.</td>
<td>NB</td>
<td>EB.20.59.99</td>
<td>WWH</td>
<td>A/R</td>
<td></td>
</tr>
<tr>
<td>Production of products of animal origin - Fish and shellfish etc.</td>
<td>Production of fresh fishery products, minced fishery products and filleting factories, whole and semi-conserves, pickling and salting. Slaughtering, cutting and filleting of fish. Processing fish and fishery products, e.g. preserving fish, crabs and mollusc by heat treatment, freezing, drying, in brine or in</td>
<td>NB</td>
<td>EB.10.20.20</td>
<td>WWH</td>
<td>A</td>
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</tbody>
</table>

Annex 1 to Inspection frequency guide within the food sector, 2017, Page 2 of 11 20th of April 2017
<table>
<thead>
<tr>
<th>Sector</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>cans. Factory vessels, vessels with only one-day-trips and boiling of shrimps, shellfish etc. on board. Freezer vessels for freezing fishery products, can include wrapping, packaging and freeze storage.</td>
</tr>
<tr>
<td>Production of products of animal origin - Meat</td>
<td>Cutting fresh meat and production of minced meat, meat preparations or meat products. Cleaning, salting, drying or heat treatment of abdomens, bladders and intestines. Includes production of meat extracts (paste, granulate, etc.) and bouillon made from unprocessed raw materials of animal origin. This sector is also used for wholesale control objects handling meat with a production of max. 5 tonnes food containing meat per week, calculated as an average over the fiscal year of the control object. Foods with a content of meat bought in for resale unchanged is also included. The 5 tonnes is defined as the amount of food containing meat sold from the control object.</td>
</tr>
<tr>
<td>Production of products of animal origin - Milk and cheese</td>
<td>All forms of dairy products, e.g. drinking milk, butter, cheese and canned milk or colostrum-based products and control objects that produce on the basis of less than 2 million kg of milk or colostrum per year. Businesses that produce ice cream need only to be registered. But if a business produces ice cream based on raw milk or raw colostrum, it must be approved. Includes cleaning of cheese before it may be packed, including paraffin coating.</td>
</tr>
<tr>
<td>Production of products of animal origin - Eggs</td>
<td>Egg products plants, except egg packing centres.</td>
</tr>
<tr>
<td>Production of drinks etc.</td>
<td>Production of wines, spirits, beers, soft drinks, including natural mineral waters and spring waters. E.g. breweries.</td>
</tr>
<tr>
<td>Production of food contact materials, retail</td>
<td>Production of e.g. ceramics, glass, porcelain, wood, metal and alloys. E.g.: Potters, glassblowers, basket weavers.</td>
</tr>
<tr>
<td>Production of</td>
<td>Production of e.g.: Glass, ceramics, porcelain,</td>
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</tbody>
</table>

Annex 1 to Inspection frequency guide within the food sector, 2017, Page 3 of 11
20th of April 2017
<table>
<thead>
<tr>
<th>Sector</th>
<th>Description</th>
<th>Customer base</th>
<th>FVST Sector no.</th>
<th>Sector group</th>
<th>Approval - A Registration R</th>
</tr>
</thead>
<tbody>
<tr>
<td>food contact materials, wholesale</td>
<td>silicones, rubber, paper and cardboard, metal and alloys, plastic, plus machinery and machine parts</td>
<td></td>
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<tr>
<td>E.g.:</td>
<td>- Plastic packaging such as bags, containers and bottles</td>
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<td></td>
<td>- Other finished plastic products such as kitchen implements, worktops and plastic hoses</td>
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<tr>
<td></td>
<td>- Sealing waxes, glazes, printing inks, waxes, glues, ion exchangers, raw glass, metals and alloys, plastic granulates and plastic parts for machines.</td>
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</tr>
<tr>
<td>Production of food supplements, additives etc.</td>
<td>Production of food supplements and foods for special groups, aromas, additives, cultures and enzymes, industrial gases, taste preparations etc. E.g. food supplements with or without added nutrients. Control objects that receive unprocessed products of animal origin or that package products of animal origin, must be placed in the relevant animal sector.</td>
<td>NB</td>
<td>EB.20.00.99</td>
<td>WWH</td>
<td>R</td>
</tr>
<tr>
<td>Production of vegetable products etc., possibly with content of processed products of animal origin</td>
<td>Production of rye bread and white bread, rolls etc. and e.g. slicing of fruit and vegetables, nuts and nut products, vegetable oils and fats, mill products, starch and starch products, ice cream (not made from raw milk or colostrum). Cakes with fresh cream/creme, flour, grains, kernels, breakfast cereals, potato flour, pasta products and similar goods. Production of pizza, spring rolls, open sandwiches, sandwiches, rice pudding, rice with almonds, convenience foods etc., when the ingredients of animal origin are received as processed products. E.g.</td>
<td>NB</td>
<td>EB.10.30.99</td>
<td>WWH</td>
<td>R</td>
</tr>
<tr>
<td>Sector</td>
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<tr>
<td>Cold stores for freezing products of animal origin</td>
<td>This sector also includes production of foods made from seaweed. Control objects that receive unprocessed animal products, must be placed in the relevant animal sector.</td>
<td>NB</td>
<td>EB.52.10.99</td>
<td>WWH</td>
<td>A</td>
</tr>
<tr>
<td>Border inspection posts.</td>
<td>Border inspection posts according to EU law and the Executive Order on Veterinary Border Inspection Facilities etc. Approved by the EU Commission on the recommendation of the DVFA. Border inspection facilities are not registered as wholesale warehouses, but must be comparable hygienically with them, and live up to the same requirements.</td>
<td>LCB</td>
<td>OE.52.10.99</td>
<td>O</td>
<td>A</td>
</tr>
<tr>
<td>Handling live bivalve molluscs</td>
<td>Shipping centre, desanding and purification facilities for bivalve molluscs. E.g. conditioning (removing sand, mud or slime), washing, sorting, packing and packaging, plus microbiological cleaning.</td>
<td>NB</td>
<td>EB.03.21.00</td>
<td>WWH</td>
<td>A</td>
</tr>
<tr>
<td>Gathering foods in the wild or cultivation of seaweed</td>
<td>Gathering e.g. berries and mushrooms, tapping birch sap etc., plus the cleaning and (if relevant) drying and packing of seaweed. E.g. cultivation of seaweed on lines or gathering seaweed as a by-product of fishing.</td>
<td>LCB</td>
<td>PP.02.30.00</td>
<td>PRP</td>
<td>R</td>
</tr>
<tr>
<td>Water reclamation plant, spring water and natural mineral water</td>
<td>Water reclamation plant, spring water and natural mineral water.</td>
<td>LCB</td>
<td>PP.36.00.00</td>
<td>PRP</td>
<td>R</td>
</tr>
<tr>
<td>Office business or agency - without stock of products</td>
<td>Agency for food products or office business without own storage for food.</td>
<td>NB</td>
<td>EE.46.17.00</td>
<td>W-H</td>
<td>R</td>
</tr>
<tr>
<td>Breast milk centrals (retail with wholesale)</td>
<td>Breast milk centrals.</td>
<td>NB</td>
<td>EB.10.86.99</td>
<td>DE</td>
<td>R</td>
</tr>
<tr>
<td>Storage facilities and possibly wholesale selling to retail businesses (retail with wholesale)</td>
<td>Distribution terminals/centres and perishable goods terminals, wholesale trading in various foods These control objects are characterised by short-term storage (often only a few hours or days) of prepacked refrigerated and frozen goods, goods not subject to temperature</td>
<td>NB</td>
<td>DE.46.39.99</td>
<td>DE</td>
<td>R</td>
</tr>
<tr>
<td>Sector</td>
<td>Description</td>
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<td>requirements plus packed fruit and vegetables intended for delivery to retail control objects. Goods can be picked from larger packed consignments for transportation to the individual retail control objects. E.g. distribution terminals for retail chains. The sector does not include wholesale trade, but only short-term storage in connection with distribution.</td>
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<tr>
<td>Storage facility / warehouse hotel and possibly wholesale trading - With refrigeration and freezing</td>
<td>Storage facilities and warehouses hotels including cold and freezer storage, may include packaging, wrapping Including - Dairy products: Temperature-controlled storage plus packing and bottling in connection with storage and (if relevant) wholesale trading - Raw milk, collection centres, no trading - Game collection centres - Egg packing centres. E.g. wholesalers supplying a range of foods to retail control objects Game collection centres, storage facilities/warehouses for vegetable foods only and storage facilities/warehouses that also store animal foods (e.g. dry goods and canned food), which do not require temperature-controlled conditions (heat, cold), must be registered, the rest must be approved.</td>
<td>NB</td>
<td>EE.46.30.99</td>
<td>W-H</td>
<td>A/R</td>
</tr>
<tr>
<td>Storage facility / warehouse hotel and possibly wholesale trading - Without refrigeration and freezing</td>
<td>Wholesale trade and warehousing, non-specialised, non-perishable foods without refrigeration or freezing. Packing and bottling (wrapping and packaging) in connection with storage and possibly wholesale trading E.g. - Packed foods and possibly non-packed fresh fruit and vegetables - Granaries, where grain is stored in bulk - Food of animal origin (dry goods, canned food) E.g. wholesalers supplying goods to retail control objects. Storage facilities wrapping or packaging food of animal origin must be approved, other</td>
<td>NB</td>
<td>EE.46.30.88</td>
<td>W-H</td>
<td>A/R</td>
</tr>
<tr>
<td>Sector</td>
<td>Description</td>
<td>Customer base</td>
<td>FVST Sector no.</td>
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<tr>
<td>Food businesses are to be registered.</td>
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<tr>
<td>Marketing of food contact materials, retail</td>
<td>FCM: Retail business importing FCM, semi-manufactured goods and ready-to-use products</td>
<td>RC</td>
<td>DD.47.50.99</td>
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<td>E.g.: Semi-manufactured goods for food contact materials:</td>
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<td>- Sealing wax, glue, raw glass</td>
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<td>Ready-to-use food contact materials:</td>
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<td>- Bags, containers, bottles, kitchen implements, worktops and plastic hoses</td>
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<td></td>
<td>- Films and packaging</td>
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<td></td>
<td>- Other products made of (e.g.) silicones, paper and cardboard, plastic, rubber, porcelain, glass</td>
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<tr>
<td>Marketing of food contact materials, wholesale</td>
<td>Wholesale trade in semi-manufactured and ready-to-use food contact materials plus office services in connection with the same</td>
<td>NB</td>
<td>EE.46.40.99</td>
<td>W-H</td>
<td>R</td>
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<td>E.g.: Semi-manufactured goods for food contact materials:</td>
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<td>- Sealing waxes, waxes, printing inks, glues, glazes, ion exchangers, raw glass, metals and alloys, plastic granulates</td>
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<td>Ready-to-use food contact materials:</td>
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<td>- Bags, containers, bottles, kitchen implements, worktops and plastic hoses</td>
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<td></td>
<td>- Films and other packaging</td>
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<td>- Other products made of (e.g.) silicones, paper and cardboard, plastic, rubber, porcelain, glass</td>
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<td></td>
<td>- Production and transport equipment:</td>
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<td>- Production machinery, including machine parts made of metal and alloys</td>
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<td></td>
<td>- Road tankers</td>
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<tr>
<td>Serving business - Institution</td>
<td>E.g.: Hospitals and institution kitchens</td>
<td>RC</td>
<td>DD.56.29.00</td>
<td>D</td>
<td>R</td>
</tr>
</tbody>
</table>

Annex 1 to Inspection frequency guide within the food sector, 2017, Page 7 of 11 20th of April 2017
<table>
<thead>
<tr>
<th>Sector</th>
<th>Description</th>
<th>Customer base</th>
<th>FVST Sector no.</th>
<th>Sector group</th>
<th>Approval – A Registration R</th>
</tr>
</thead>
</table>
| Kitchens etc.       | - Institutions for school age children  
- Institutions for school age children - limited  
- Institutions providing meals for pre-school children  
- Canteens, boarding houses etc., with regular clientele, no more than 12 persons  
- Hospital and institution kitchens serving from their own serving area. Includes orphanages, independent boarding schools, folk schools and agricultural colleges with full catering and more than 12 diners.  
- Hospital and institution kitchens producing food for several serving locations, located within the same geographic unit and where the serving locations are not independently registered. Includes (e.g.) orphanages, independent boarding schools, primary/high schools, agricultural colleges etc., with full catering and more than 12 diners.  

Kitchens/businesses producing and supplying food to independently registered departmental kitchens in residential environments and other institutions, and which do not have their own serving area are placed in Catering with delivery to retail businesses (retail with wholesale).  

Control objects that produce and supply ready-to-serve food to e.g. boarding houses, kindergartens or school children (final consumers), and which do not have their own serving areas, are usually placed in the Serving Business - Restaurants etc. sector.  

Serving Business - Restaurants etc. | Restaurants etc., e.g.  
- Catering and delivering of ready-to-eat meals to final consumers  
- Community centres and banqueting rooms with limited weekly opening hours                                                                                                                                                                                                                   | RC            | DD.56.10.99     | D            | R                         |
<table>
<thead>
<tr>
<th>Sector</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
|        | - Canteens etc., with regular clientele of over 12 persons  
- Restaurants etc. - open for up to 6 months per year  
- Canteens, cooperative housing and serving kitchens etc., with more than 12 regular clients  
Control objects with preparation and serving for a regular clientele. Regular clientele also includes guests and visitors to the business, e.g. consultants, sales personnel etc.  
- Hot dog stands, kiosks in connection with filling stations with hot dog stand assortment, bars. |               |                |              |                             |
| Serving Business - Without treatment | E.g. vending machines and vending machine businesses, serving on trains, planes and buses, public houses, bars etc., without treatment E.g. serving beers, wines, spirits and soft drinks.  
Restaurants on ferries are registered as Serving Businesses - Restaurants etc. | RC            | DD.56.30.99    | D            | R                           |
| Slaughter buses | Slaughter or as assistance for on-site slaughtering of a producer's own livestock for use in the owners household. | RC            | EB.10.10.88    | WWH          | R                           |
| Slaughterhouses | Slaughterhouses for pigs, poultry, cattle, sheep, goats and horses, farmed game, game-handling establishments.  
For partial accounts 2 control objects are entered as “Partial accounts 2” in the Control Object Registry (COR), according to the current registration guide. | NB            | EB.10.10.99    | WWH          | A                           |
| Slaughtering at the farm of poultry, lagomorphs, ostriches, deer and bison | Slaughtering at the farm of poultry, lagomorphs, ostriches, deer and bison with regard to further processing at the slaughterhouse. | LCB           | PP.10.10.99    | PRP          | R                           |
| Special retailers - Bakers etc. | Bakery shops/departments  
Includes cafés serving coffee, tea and other drinks, plus products from the shop. | RC            | DD.10.71.20    | D            | R                           |
| Specialist shops - Delicatessens, specialists etc. with treatment | Specialist shops, e.g.  
- Chocolate, confectionery and ice cream/departments with treatment  
- Retail shops with treatment, other  
- Dairy products: Retail dairy  
- Cheese shops/departments and mobile cheese shops with treatment  
- Open sandwich shops and delicatessens/departments  
- Seasonal ice cream kiosks | RC            | DD.47.20.99    | D            | R                           |

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<table>
<thead>
<tr>
<th>Sector</th>
<th>Description</th>
<th>Customer base</th>
<th>FVST Sector no.</th>
<th>Sector group</th>
<th>Approval - A Registration R</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special retailers - Fish etc.</td>
<td>Fish and game shops/departments and mobile fish shops with treatment, control objects performing e.g. filleting, skinning and roasting. If goods are produced from ingredients in ready-to-serve or almost ready-to-serve condition, the 'Serving' sector is used: Restaurants.</td>
<td>RC</td>
<td>DD.47.23.00</td>
<td>D</td>
<td>R</td>
</tr>
<tr>
<td>Special retailers - Butchers etc.</td>
<td>E.g. Butchers' shops/departments. If the control object contains and smokes meat for private customers, such activities must be registered. If the control object receives cattle carcasses with spine intact which are SRM, such activities must be authorised. This activity should be noted specifically in the COR.</td>
<td>RC</td>
<td>DD.47.22.00</td>
<td>D</td>
<td>R</td>
</tr>
<tr>
<td>Sprout producing establishments</td>
<td>Sprout producing establishments.</td>
<td>NB</td>
<td>PP.10.39.99</td>
<td>PRP</td>
<td>A</td>
</tr>
<tr>
<td>Farm sales and sales over the railing of foods of animal origin</td>
<td>Primary producers with farm sales or sales to local retailers - activity registered.</td>
<td>LCB</td>
<td>PP.47.99.99</td>
<td>PRP</td>
<td>R</td>
</tr>
<tr>
<td>Transporters, retail</td>
<td>Transporters carrying perishable and non-perishable goods.</td>
<td>RC</td>
<td>DD.49.41.00</td>
<td>D</td>
<td>R</td>
</tr>
<tr>
<td>Transporters, wholesale</td>
<td>Transporters carrying perishable and non-perishable goods. Shipping agents are not to be approved/registered. 'Shipping agents' are defined as businesses that solely arrange contact between food companies (those that require goods transported and transporters).</td>
<td>NB</td>
<td>EE.49.41.00</td>
<td>W-H</td>
<td>R</td>
</tr>
<tr>
<td>Foreign - Food supplement businesses - not approved or registered</td>
<td>Foreign - Food supplement businesses - not approved or registered in Denmark.</td>
<td>NR</td>
<td>OE.99.99.13</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td>Foreign businesses, retail</td>
<td>Mobile retail businesses, foreign, from other EU member states below the threshold, including exhibition stands. Retail businesses, foreign, exempt from the registration requirement.</td>
<td>NR</td>
<td>OE.99.99.11</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td>Sector</td>
<td>Description</td>
<td>Customer base</td>
<td>FVST Sector no.</td>
<td>Sector group</td>
<td>Approval - A Registration R</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>---------------</td>
<td>----------------</td>
<td>--------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>Foreign businesses, wholesale</td>
<td>Mobile wholesale businesses, foreign, from other EU member states below the threshold, including exhibition stands. Transportation, foreign, foods Wholesale businesses, foreign, exempt from the registration requirement.</td>
<td>NR</td>
<td>OE.99.99.12</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td>Retail businesses, below the threshold, non-registered</td>
<td>Retail businesses, below the threshold, exempt from the registration requirement.</td>
<td>NR</td>
<td>OE.47.00.99</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td>Wholesale businesses, below the threshold, exempt from the registration and approval requirements.</td>
<td>Wholesale businesses with no food or FCM activities and therefore do not need to be approved or registered as a food or FCM business.</td>
<td>NR</td>
<td>OE.46.00.99</td>
<td>O</td>
<td></td>
</tr>
</tbody>
</table>
Activity-based risk evaluation businesses in the food sector – 2017

Risk-based inspection frequencies
The frequency with which a control object is inspected is based on a 'risk point', allocated according to an individual, activity-based risk characterisation.
The individual activity-based risk characterisation of food businesses is performed on the background of risk data, all of which contribute to identifying the control object's individual risk point, and thus its risk-based inspection frequency. The elements that contribute to the frequency are: customer base, processes, products, activities and vulnerable consumers.

Points are totalled and place the control object in one of five risk groups with their related inspection frequencies for basic inspection.

<table>
<thead>
<tr>
<th>Risk group</th>
<th>Risk point</th>
<th>Standard frequency</th>
<th>Reduced frequency (Elite)</th>
<th>Reduced 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very high</td>
<td>&gt;121</td>
<td>4</td>
<td>3</td>
<td>2</td>
</tr>
<tr>
<td>High</td>
<td>76-121</td>
<td>2</td>
<td>1</td>
<td>-</td>
</tr>
<tr>
<td>Medium</td>
<td>50-75</td>
<td>1</td>
<td>0.5</td>
<td>-</td>
</tr>
<tr>
<td>Low</td>
<td>11-49</td>
<td>0.5</td>
<td>0.5</td>
<td>-</td>
</tr>
<tr>
<td>Ultra-low</td>
<td>&lt;=10</td>
<td>As required</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

There is only one by-sector: “Food control objects that supply the market with certain by-products and former foodstuffs for use as feed”.

Status as elite business
Control objects scoring 0.5 or more for standard frequency can be 'Elite' if the last four inspection reports have no remarks concerning breach of food legislation, and all the reports covering a period of at least 12 months have no remarks concerning such breaches. The DVFA awards a control object the status of Elite in the first report in which the above conditions are met.
If the control object only achieves 0.5 in standard frequency, it can still achieve Elite status, but that will not imply reduced frequency. Control objects in the "Very High" risk group can have their control frequency further reduced after 1 year as an Elite business.
If a control object is 3rd party certified, the frequency can be further reduced (see annex 8). But those in the “Very High” risk group cannot come under frequency 1, and those in the “High” risk group cannot come under frequency 0.5.

**Activities below the minimum limit**
Certain activities imply such a small risk that they are not included as risk data. A bar serving drinks and to a certain extent microwaved, prepacked toasted sandwiches that guests unpack themselves, for instance. Neither the serving of drinks nor heating and serving the toasted sandwich are considered to be risk data.

When risk data are being compiled, the minimum limit is also used in the authorisation guide concerning occasional events, i.e. if an activity occurs up to around 10 times a year, perhaps a few times a day, adding up to around 30 days a year, it will not be regarded as risk data.

Example:
If a public house arranges 5 Christmas parties during December serving hot food, it will not be registered as risk data, because it comes under the minimum limit.

**Customer base**
A customer base is linked to each sector, based on who the control objects sell their wares to. There are 3 different customer bases, each with a number of risk points allocated, which reflect the risk present in relation to the number of customers and geographic sales.

The size of the control object plays a greater role, as the amount of food products it produces influences how many consumers are exposed to potential risk. Control objects with large production facilities will often produce larger amounts of food products, and thus expose more consumers to potential risk than if they had limited production facilities. The size of production facilities is therefore used as a benchmark for the customer base.

High production of food represents a potentially higher risk to consumers if the control object’s systems fail than low production. Food production in large control objects is also linked to several other risks in comparison to small control objects. There will also be low production of such items as food supplements, the contents of which could represent high risk to consumers in the event of a serious error.
Customer base categories:

Customer base
- National sales to businesses
- Regional sales to consumers
- Local sales to consumers or businesses

Risk points
- 55
- 10
- 5

The combination of sector and customer base can be seen in annex 1.
There are a few sectors that have no customer base in relation to risk evaluation, either because their control frequency is determined by some other legislation, or no regular inspections are made of businesses in that sector, e.g. foreign transportation businesses.

Processes
Processes in food production can imply risk to the final product, and thus to the consumer. The typical risks in food production are microbiological, chemical and the presence of physical or foreign objects in foods.

Risk processes
The processes involved in individual, activity-based risk characterisation trigger risk points, because they can affect microbiological or chemical elements in the food.
The effect of good preparation and handling processes that reduce or eliminate the content or reduce the spread of organisms hazardous to health will be awarded minus points in the system.
If preparation or handling can mean a risk of or increase the content, or reduce the spread of microorganisms hazardous to health, they will mean that the control object is awarded points.

Determining risk points for each risk process was based on expert assessment of possible effect and consequence. 'Effect' is defined as a positive influence on food safety caused by a process if performed optimally. 'Consequence' is defined as a negative influence on food safety caused by a process if not performed correctly.
The expert assessments of each risk process were based on:
- Effect
  - Will a process reduce the microbiological risk for a food if performed correctly?
  - Will a process reduce the risk chemical substances hazardous to health if performed correctly?
- Consequence
  - Are there microbiological risks related to the process if it is not performed correctly?
  - Are there risks of chemical contamination linked to the process if it is not performed correctly?

The size of the effects and consequences are awarded values based on expert assessment of their significance to overall risk in relation to the food. The values can be seen on the chart below. The number of risk points is the difference between the total value for effect and consequence for each process. That means that most risk points are awarded to processes with the biggest difference between a possible positive effect of performing the process correctly, and the negative consequence of performing it incorrectly. Physical inspection can be expected to give the biggest effect, when the distance between the effect of good processes and the consequences of error is greatest.

The risk evaluation system does not allow for the risk of injury and disease caused by physical or foreign objects in foods, because that risk is deemed to be relatively the same between control objects and sectors.
**Risk processes are as follows:**

<table>
<thead>
<tr>
<th>Risk processes</th>
<th>Effect</th>
<th>Consequence</th>
<th>Risk point</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Microbiology</td>
<td>Chemical</td>
<td>Total</td>
</tr>
<tr>
<td>Preparation in the form of heat treatment, boiling, roasting, baking – except culinary heating-up of packed goods and boiling water</td>
<td>-10</td>
<td>0</td>
<td>-10</td>
</tr>
<tr>
<td>Preparation in the form of smoking</td>
<td>-5</td>
<td>0</td>
<td>-5</td>
</tr>
<tr>
<td>Preparation except heat treatment and smoking</td>
<td>-5</td>
<td>0</td>
<td>-5</td>
</tr>
<tr>
<td>Handling soil-contaminated foods, including peeling/skinning/plucking</td>
<td>-5</td>
<td>0</td>
<td>-5</td>
</tr>
<tr>
<td>Handling open goods that require refrigeration</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Handling open goods that do not require refrigeriation</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

A control object can well have more than one risk process. In such instances, the points from the processes registered for that object are totalled.
Handling, treatment and preparation

The terms handling, treatment, preparation and packing are described in more detail in the Hygiene Guide, annex 2.

'Handling' is the general term used to describe storage, transportation or any other act performed with a food
- Also includes treatment

'Treatment' is any form of treatment that alters the food, e.g. cutting, mincing, slicing, refrigeration and freezing
- Also includes preparation

'Preparation', e.g. boiling, roasting, baking, smoking, salting, maturing, drying, marination, fermentation, sous-vide

Background to choice of risk processes

The risk processes were chosen because they can influence a food with regard to microbiological and/or chemical risks.

Microbiological risks

Microbiological risks occur in processes when food can come into contact with raw ingredients, people, implements, machinery, product-bearing surfaces etc., and that imply risk of contamination with microorganisms and/or processes that imply a risk of cross- or re-contamination. Such processes are awarded points in the “Consequence” column of the chart above. Some processes reduce the microbiological risk of the food. The risk-reducing processes can include boiling, roasting, pasteurising, hot smoking, salting, fermentation and the like. The chart above shows risk reduction in the “Effect” column. Please note that some of these processes intended to reduce microbiological risk can result in an undesirable content of chemical substances, and are therefore also awarded a value under “Consequence – chemical” in the above chart.

Whether a control object handles unpacked or only fully-packed foods influences microbiological risk. Control objects handling unpacked foods have a greater risk of microbiological contamination of foods than those that only handle fully-packed food, e.g. in connection with storage, transportation and sales. Please note that it is important to distinguish between the handling of products that do or do not require refrigeration here.

Chemical risks

Chemical risks cover foods that can be contaminated with undesirable chemical substances or can contain natural toxins. Contaminants can come from the primary producer stage, or introduced in the food product business. Foods received from the primary producer can be contaminated with veterinary medicines, process aids (e.g. pesticides), environmental contaminants (dioxins, PAHs, heavy metals, PCB or the like), or can contain natural toxins (e.g. lecthins, solanine or mycotoxins).

Even though such risks have to be prevented at the primary producer stage, control objects also have to ensure that foods are not treated, sold etc. if the content of chemical substances exceeds predetermined limit values.

Handling foods in control objects is a risk process if it implies a risk of contamination with chemical substances. The above chart shows values awarded in the "Consequences" column for the relevant risk processes. Contaminants can include:
- cleaning or disinfectant products, if such chemicals are not removed properly from machinery, implements or product-bearing surfaces when cleaning. The same applies to lubricants or the like from machinery and fittings, e.g. oil drops from rails or sliding bars,
- chemical substances from materials or objects if packaging is used that is unsuitable for contact with foods,
- overdoses of additives or aromas as a result of recipe or similar error in production,
- process contamination with chemical substances occurring due to specific process conditions.
  E.g. the formation of acrylamide from roasting/baking or PAH from e.g. smoking.

**Special issues concerning registration**
In principle, everything relevant to the control object in question should be registered. Calculation of the total number of risk points is automatic once registration is performed in KOR (Control Object Register). If there are conditions for awarding points, e.g. on a risk process, they will be automatically included in the calculation.

**Several forms of preparation in the same control object**
If a control object e.g. handles and then prepares a food, both elements must be registered. There is no form of ranking the three forms of preparation. That can mean that if a control object marinates a product to become a prepared product for example, and then heat-treats the product using a process that would in itself have produced a prepared product, then both “Preparation, heat treatment” and “Preparation, except from heat treatment and smoking” should be registered as risk processes for that business.

**Goods that do and do not require refrigeration**
Whether open goods that require or do not require refrigeration are involved is important to risk evaluation, as the risk of incorrect storage for products that do require refrigeration is greater than for those that do not. If both types are registered, the highest points are used. ‘Open goods’ are defined as those which are unpacked. Onions, fruit and vegetables in open boxes, nets etc. are regarded as open goods.

**Soil-contaminated goods**
The treatment of soil-contaminated foods only has to be registered for control objects that handle such goods. Registration is not necessary at grocers receiving soil-contaminated potatoes and selling them to customers unaltered – the grocer handles the potatoes, but does not treat them. ‘Soil contaminated goods’ are defined as those with visible soil on them. So if there is soil on the roots or base of a leek, risk data must be provided on soil-contaminated goods when the control object treats the leeks, e.g. cleans them. If there is only soil between the leaves at the top of the leek found when separating the leaves, the product is not soil-contaminated. Mushrooms with soil or other growth media on the roots/base shall be regarded as soil-contaminated. If a control object takes in soil-contaminated foods and washes them, registration for the treatment of soil-contaminated goods must be performed. The treatment of soil-contaminated goods means that the control object has taken into account soil contamination in its procedures for handling them.

**Products (with very high or low risk)**
A number of products can be regarded as representing a very high or low risk. Control objects handling such products are therefore awarded risk points according the following chart.

<table>
<thead>
<tr>
<th>Products</th>
<th>Risk point</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal food products</td>
<td>50/15*</td>
</tr>
<tr>
<td>Sprouts - Production of</td>
<td>60</td>
</tr>
<tr>
<td>FCM - Wholesale production</td>
<td>50</td>
</tr>
<tr>
<td>FCM - Wholesale trade</td>
<td>-50</td>
</tr>
<tr>
<td>Kiosk range and other non-perishable foods - sale of</td>
<td>-5</td>
</tr>
</tbody>
</table>

*50 risk points are awarded for the sale of animal food products if the customer base is “National sales to businesses”, and 15 risk points if the customer is “Regional sales to consumers” or “Local sales to consumers or businesses”.

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Some types of foods are at greater risk of being exposed to contamination by disease-causing microorganisms than others, and some types support the growth of disease-causing microorganisms to a greater degree than others. Otherwise, different handling processes can contribute to cross- or re-contamination with production-related, possibly disease-causing microorganisms.

Those products that are included in activity-based risk evaluation are animal foods, sprouts and food contact materials that represent high risk.

On the other hand, foods that have undergone treatment that reduces or removes the amount of disease-causing microorganisms are deemed to be low risk, e.g. kiosk ranges and other non-perishable foods. Extra points for the production of Food Contact Materials are only given if the control object belongs to a wholesale sector. Points are only deducted for wholesale trading of Food Contact Materials if that is the only activity registered.

Points are only deducted for kiosk ranges if the sector is retail, and only if no other main activities than “Handling open goods that do not require refrigeration” are registered.

**Activities (with low or high risk)**

Some control objects only have activities that do not in themselves represent any particular risk, and a number of risk points are therefore deducted according to the table below. Others have activities that increase the risk to food safety, and that are therefore awarded points. An example of an activity that represents a risk and thus gives points is import. To follow is a table of the activities that give or deduct risk points.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency trading</td>
<td>-50</td>
</tr>
<tr>
<td>Factory ships</td>
<td>-35</td>
</tr>
<tr>
<td>Fish auctions</td>
<td>-50</td>
</tr>
<tr>
<td>Freezer ships</td>
<td>-35</td>
</tr>
<tr>
<td>Cheese cutting</td>
<td>-45</td>
</tr>
<tr>
<td>Collection Centre</td>
<td>-50</td>
</tr>
<tr>
<td>Transportation</td>
<td>-50**</td>
</tr>
<tr>
<td>Game depot</td>
<td>-50</td>
</tr>
<tr>
<td>Egg packing</td>
<td>-50</td>
</tr>
<tr>
<td>Limited treatment</td>
<td>-10</td>
</tr>
<tr>
<td>Import</td>
<td>15</td>
</tr>
<tr>
<td>Slaughter/cutting-up/production/freezing of meat, fish or products thereof</td>
<td>10</td>
</tr>
<tr>
<td>Production of &lt;= 5 tonnes of foods containing meat per week</td>
<td>8</td>
</tr>
</tbody>
</table>

*Points are deducted for small meat businesses with a production of less than 5 tonnes of food products with meat content per week on average through their financial year equivalent to each of the main activities, product categories and activities registered for the control object, except for points that can be awarded for the “Animal foods” product category and the activity “Import”.

** Points are only deducted for transportation businesses if no other main activities are registered, or if the only main activity registered is “Handling open goods” (regardless of refrigeration requirement) and if the customer base is “National sales to businesses”.

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A number of points are deducted for control objects that only perform limited treatment, as the risk is lower as a result. E.g. control objects with a limited selection of goods or treatment to a lesser extent, including the receipt of raw ingredients in ready-to-serve or almost ready-to-serve condition, and that perform final treatment (e.g. heat treatment of pre-formed patties, the slicing of salad and vegetables received in ready-to-slice condition).

Control objects that import are at higher risk of importing content substances that are banned in Denmark. Control objects that import goods are therefore awarded extra risk points.

Animal foods represent a high microbiological risk when they are produced and sold in large volumes, as is typical for wholesale businesses. Extra points are therefore awarded to businesses with "Slaughter/cutting-up/production/freezing of meat, fish or products thereof – wholesale". Risk points are not awarded to businesses with low production of ≤ 5 tonnes per week, in accordance with the description marked "*" under the chart above.

**Vulnerable consumers**

Some consumer groups are more vulnerable to microbiological or chemical contaminants than average, and control objects are therefore awarded risk points if they supply foods to one or more of such groups. 'Vulnerable consumers' are defined as:

- Residents in protected homes and in nursing homes, hospitals and hospices
- Residents in their own homes who a municipality has granted provision of a meals service
- Pre-school children (0-4 years old)

Registrations are shown below. Food supplements are divided into 2 categories according to when a business produces them or has only reported that they have food supplements for children under the age of 2 or pregnant women.

<table>
<thead>
<tr>
<th>Value</th>
<th>Risk point</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vulnerable consumers – Nursing homes etc. (serving/delivery of ready-to-serve)</td>
<td>20</td>
</tr>
<tr>
<td>Vulnerable consumers – Pre-school children. (serving/delivery of ready-to-serve)</td>
<td>10</td>
</tr>
<tr>
<td>Food supplement – Reported vitamin D, iron, children under the age of 2 – folic acid, calcium, iron and vitamin D for pregnant women</td>
<td>21*</td>
</tr>
<tr>
<td>Food supplement – Production of vitamin D, iron, children under the age of 2 – folic acid, calcium, iron and vitamin D for pregnant women</td>
<td>61*</td>
</tr>
</tbody>
</table>

*Businesses that report and produce the relevant dietary supplement, risk points are only awarded for production.
Supplementary individual evaluation of the need for inspection within the wholesale sector – 2017

The possibility of supplementary individual evaluation of the need for inspection within the wholesale sector is an element in the requirement evaluation for certain risk groups within that sector. It provides the option of reducing the standard frequency due to the DVFA’s familiarity with the control object. It can be used for wholesale businesses with a standard frequency of 4 or 5 in sector groups: Wholesale business and retail with wholesale.

The objective is to reduce the standard frequency for control objects proven to observe the rules and that have lower risk in relation to the general characteristics of control objects with comparable activities.

The criteria for supplementary individual evaluation of the need for inspection
One criterion for individual reduction of the standard frequency is that the control object’s activities and product range are deemed to represent low risk to food safety, regardless of whether the business is placed within the “Very high” or “High” risk groups. Supplementary individual evaluation of the need for inspection can be used for the following control objects:

- Businesses with limited volumes of goods, storage activity or very small production
- Businesses where there is only production and/or storage of individual product groups and/or few different products

In addition, such control objects must have a good record of compliance.

The standard frequency for control objects deemed by this evaluation to have a limit volume of goods and activities, and with a good record of rule compliance, is reduced by 1 for those with standard frequency 2, and by 1-2 based on specific evaluation for those with standard frequency 4 (see form below).

Possible individually determined inspection frequencies:

<table>
<thead>
<tr>
<th>Risk group</th>
<th>Standard frequency</th>
<th>Standard frequency after individual reduction</th>
<th>Reduced frequency</th>
<th>Reduced frequency after individual reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very high</td>
<td>4</td>
<td>3-2</td>
<td>3</td>
<td>2-1</td>
</tr>
<tr>
<td>High</td>
<td>2</td>
<td>1</td>
<td>Individual frequency not possible</td>
<td></td>
</tr>
</tbody>
</table>

Practical aspects
A decision on reduction of the standard frequency based on supplementary individual evaluation of the requirement for inspection is subject to specific evaluation of general rule compliance by the control object. The standard frequency can only be reduced if the control object has a good record of rule compliance. Control objects with limited volume of goods and activities that lose Elite status have to be inspected with reduced standard frequency unless a new evaluation of their activities and rule compliance indicates that the grounds for reduction no longer exist.

The basis for reduction and evaluation of rule compliance must be described and documented.

It can be necessary during the year for local inspection units to revise the planned number of ordinary inspections for a given control object, e.g. if the object changes its activities, the scope of production or a significant change in rule compliance is observed.
Execution
Supplementary individual evaluation of the requirement for inspection is regularly performed in the course of the DVFA’s inspection of control objects in the relevant sectors and risk groups. Supplementary individual evaluation of the requirement for inspection for new control objects is performed at the first inspection after registration or authorisation, i.e. once the control object is in operation. If evaluation indicates that the standard frequency can be reduced based on supplementary individual evaluation of the requirement for inspection, the control object will be informed in writing. The decision shall include reasons, the legal ground and how to appeal or complain. It must state that changes which imply that the business no longer fulfils the criteria stated in the decision for reduction of the standard frequency will be regarded as major changes according to section 33 of the Executive Order on Authorisation, must be reported to the DVFA.

If evaluation indicates that there are no grounds for reduction of the standard frequency for the control object, no decision has been made and only the evaluation will be recorded on the inspection report. If a control object does not agree with the evaluation of the inspection unit, it can submit an application to the unit.

Registration in the Control Object Register (“KOR”)
When the standard frequency or a reduced frequency for a control object are reduced based on individual evaluation of the requirement for inspection, the guide to “Supplementary individual evaluation of the need for inspection within the wholesale sector” on the Intranet shall be used.
Activities with special inspection frequencies within the food sector – 2017

A fixed inspection frequency has been defined for certain activities that has no connection with the risk-based individual inspection frequency, but that relates to the specific regulation one which such activities are based.

In principle, the activities are inspected at the time of ordinary inspections. If they concern a control object with the inspection frequency of “As required”, or if the inspection frequency for a special activity exceeds the individual ordinary frequency, the activities are inspected during an extra inspection visit, which will only involve inspection of the activity concerned.

This overview only includes those activities which have a fixed inspection frequency. In addition, there can be activities such as certification schemes for Danish wine with a geographical designation, which will be inspected according to plans devised by the specialized units in the DVFA Headquarter.

Export to third countries, auditing of own-checks
Inspection of the own-checks performed by control objects that export foods, with regard to ensuring that the products meet the requirements of the third country, and that the DVFA issues export certificates on the correct basis in accordance with the Food Law Regulation (178/2002), article 12 and the Regulation laying down specific hygiene rules for food of animal origin 882/2004, article 30, the Executive Order on Exports, and the Guide on Export Inspection.

At least one annual audit of export-related own-checks must be performed, cf. section 6 of the Executive Order on Exports. Additional inspections depend on the export activities of the control object, cf. the Guide on Export Inspection.
Inspections can be performed in connection with ordinary inspection or as other inspection or in connection with issuing a certificate.
Special rules apply to US-approved meat businesses (including freezer storage) and Chinese-approved meat businesses (except freezer storage) on daily and weekly inspections performed as other inspection, cf. the Guide on Export Inspection.

Group delivery of porkers
Slaughterhouses seeking a permit for group delivery of porkers, cf. section 20 of the Executive Order on Marking have to be inspected once annually on whether the permit conditions have been fulfilled. Existing slaughterhouses must have renewed authorisation when applying for a permit for group delivery of porkers, cf. section 30 of the Executive Order on Authorisation, as this is deemed to be significant change in the control object’s configuration and production.

Import
Part of Food Inspection Agreement 1 and 2 called for the inspection of imports from 3rd countries once annually as part of the ordinary inspection of food businesses with import and intra community trade, including those importing additives.

SRM (Specified Risk Material) – slaughterhouses
Specified Risk Material (SRM) in slaughterhouses slaughtering cattle, sheep and goats must be inspected, cf. the TSE Regulation (Regulation 999/2001), Guide to inspection of handling Specified Risk Material and the Executive Order on Hygiene.

The inspection shall include:
- Correct removal of SRM
- Correct handling of SRM
- Collection/storage of SRM
- Colouring or marking SRM
- Trade documents
- Blue stripe on label
- Cross-check for amounts of SRM
Inspection at slaughterhouses with permanent manning – once monthly, and slaughterhouses without permanent manning – once quarterly.

**SRM (Specified Risk Material) – Cutting plant**

Parting businesses can handle the spinal cords of cattle. Authorisation for removal of spinal marrow from sheep and goats and for the extraction of head meat from cattle can be given, cf. the TSE Regulation (Regulation 999/2001), Guide to inspection of handling Specified Risk Material, the Executive Order on Hygiene and the Executive Order on Authorisation.

The following are expected quarterly:
- Correct removal of SRM
- Correct handling of SRM
- Collection/storage of SRM
- Colouring or marking SRM
- Trade documents
- Blue stripe on label
- Cross-check for amounts of SRM

**SRM (Specified Risk Material) – Butchers’ shops/departments**

Authorisation can be given for the removal of the spinal cord of cattle in butchers’ shops/departments cf. the TSE Regulation (Regulation 999/2001), Guide to inspection of handling Specified Risk Material, the Executive Order on Hygiene and the Executive Order on Authorisation.

The following shall be inspected every 6 months in control objects with a permit.

Once every 6 months:
- Check cross-check for amounts of SRM
- Check correct removal of SRM
- Check correct handling of SRM
- Check collection/storage of SRM
- Check colouring or marking of SRM
- Check trade documents
- Check blue stripe on label

**Organic**

Organic foods are inspected in control objects selling organic products wholesale, with preparation (slaughter, processing, packaging, labelling) of organic products, and import from 3rd countries of organic products and organic aquaculture, cf. Organic legislation and the Guide on Organic Inspection.

Inspections shall be performed once annually in businesses with organic activities.

Also applies to preparation in the retail sector.

**Organic food label**

Control objects that are members of the 'organic food label', cf. the Executive Order on Organic Catering Kitchens and Guide to Organic Inspections, Chapter 5 (organic catering kitchens are exempted from the EU regulation, and are therefore nationally regulated) must be inspected once annually according to the regulation.
Annex 5

Guidelines for Planning Inspection of Slaughterhouses and Meat Wholesalers in the Food Sector - 2017

Purpose and application
Inspection planning shall ensure that all relevant areas covered by legislation will be inspected within a given period. This period is contingent on the sector and status of the control object. Additional requirements for inspection planning apply to slaughterhouses and meat wholesalers with treatment, intended to contribute to systematic and transparent planning of inspection activities. These requirements also apply to US-approved cold and freezer storage where meat is stored. Inspection units shall draw up inspection plans for such control objects for planning purposes. The plans must help ensure that inspections are planned on a uniform basis and in a requirement-oriented manner.

Control objects covered by this annex
This annex concerns slaughterhouses and other meat wholesale control objects with treatment. It also covers US-approved cold stores where meat is stored, and after specific evaluation also Russian-approved cold stores where meat is stored. Inspection planning shall be performed at control objects under the slaughterhouse or wholesale meat sectors (see annex 1 for sectors). Inspections for control objects with wholesale activities such as wholesale supermarkets with a department for mincing or slicing meat should be performed on the meat area of the department where meat is minced or sliced.

An inspection plan is a detailed plan for how inspections will be performed during the calendar year within the individual legislative areas for control objects approved by the USA, China and Russia \(^1\) including on the relevant control items. The requirements for inspection plans are described in chapter 2 of this annex.

One inspection report for each day on which inspections are performed is written, cf. "Guide on Documentation of Inspections on Food Wholesale Businesses", which also describes the guidelines for writing inspection reports when an inspection takes more than one day. If inspections are also performed according to veterinary rules, a veterinary inspection report is also written, see below.

With regard to the veterinary sector, the project map “Inspection Planning, Meat Sector” differs from the rest of the planning folder, because:

- The section reflects circumstances to be documented in the veterinary inspection report in accordance with annex 11C of the inspection guide. It is therefore configured as the veterinary inspection report, with areas that are only relevant to the inspection of slaughterhouses. Not all items need be inspected regularly. Some of them only need to be documented in an inspection report when a breach is observed, and no inspection plan is therefore necessary for them.
- It is important to establish who the control object is and thus who should have the inspection report. The recipient could be the supplier, transporter or control object (the slaughterhouse).

Inspection planning.
The following apply to control objects in the meat area:

- The general requirements for determining the number of inspections, cf. chapters 5 and 6 of the Inspection Frequency Guide,
- The general requirements for inspection planning, cf. chapters 7 of the Inspection Frequency Guide, and
- The special requirements for inspection planning per legislative area as described in this annex,
- The special requirements for inspection of export-related items, as determined in the Guide on Inspection of Businesses Exporting Foods to Third Countries (the Export Inspection Guide).

\(^1\) Evaluation of the requirement for inspection for Russian-approved control objects is performed at item level in accordance with the Export Inspection Guide, cf. the section on inspection of Russian-approved businesses.
The individual risk characterisation and this number of ordinary inspections is determined for each control object based on the activities, processes etc., the control object has, as described in annex 2. The general requirements for inspection planning of wholesale control objects with standard frequency are described in chapter 7.3 of the Inspection Frequency Guide. The general requirements for inspection planning of wholesale control objects with elite frequency are described in chapter 7.5 of the Inspection Frequency Guide.

Special requirements apply to inspection planning of control objects in the meat sector per legislative area within the food sector.

Inspection requirements are evaluated for each legislative area within the food sector based on the inspection frequency of the control object, and previous inspection results for individual legislative areas. How often each legislative area should be inspected by ordinary inspections is based on that evaluation.

The inspection requirement per legislative area within the food sector is evaluated before the start of the year on the basis of the results from the preceding year. All inspection results are included, i.e. those from ordinary and follow-up inspections, plus those from secondary inspections (e.g. daily and weekly inspections).

The inspection requirement for each legislative area within the food sector is evaluated either as normal or higher, according to these guidelines:

<table>
<thead>
<tr>
<th>Normal</th>
<th>If an inspection result of 1 or 2 only has been given within the legislative area the preceding calendar year.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Higher</td>
<td>If an inspection result of 3 or 4 has been given within the legislative area the preceding calendar year.</td>
</tr>
</tbody>
</table>

Where the inspection requirements for control objects within a legislative area is deemed to be normal, and breaches have been found during the year, it can be necessary to revise the inspection requirement.

The inspection requirement for control objects with elite status should be evaluated as normal for all legislative areas. If a control object is given or loses elite status during the year, the inspection requirement should be re-evaluated.

The inspection requirement for newly-established control objects with no previous inspections is usually deemed to be normal.

**Inspection frequency per legislative area**

Inspection requirements are determined for each legislative area individually based on evaluation of the requirement, except for those areas where rules, instructions or the like determine the frequency.

The frequency of inspection for each legislative area in the event of ordinary inspections is contingent on the requirement within the legislative area. In addition, any activities with special inspection frequencies should be taken into account, cf. annex 4.

<table>
<thead>
<tr>
<th>Inspection requirement</th>
<th>How often a legislative area has to be inspected by ordinary inspection</th>
</tr>
</thead>
</table>
| **Normal** Control objects with elite status | At least once every other year for all legislative areas. However:  
• At least one of the three legislative areas concerning hygiene must be inspected each time,  
• The legislative area concerning hygienic handling of foods must be inspected at least once a year,  
• The control object’s authorisation, cf. chapter 7.1 of the Guide, shall be inspected at least once a year, although at least once every other year for control objects with a frequency of 0.5,  
• A representative cross-section of all relevant critical inspection points must be inspected at least once a year,  
• The control object’s risk analysis and HACCP plan must be checked as required, although at least once a year, and |
| **Normal** Control objects with standard frequency | At least once every year for all legislative areas. However:  
• At least one of the three legislative areas concerning hygiene must be inspected each time,  
• The control object’s authorisation, cf. chapter 7.1 of the Guide, must be inspected at least once a year, |
A specific expert evaluation is used to finally determine inspection requirement. Inspection plans shall be revised for control objects that are given or lose elite status during the year, such that the scope of inspection is adapted to the object's new inspection frequency. The object's inspection frequency and that for legislative areas shall be adapted to stand in reasonable relation to the rest of the year. Please refer to the relevant rules for inspection frequencies within the veterinary sector, and to the section on "Planning Inspections for Animal Welfare in Slaughterhouses".

**Planning inspections at inspection item level**

Inspection items within the different legislative areas are examples of specific aspects to be inspected to the extent relevant for a given control object.

Whether an inspection item is relevant should be considered in relation to the specific control object, including its activities and inspection record. Among the relevant inspection items are the most important items under the relevant legislative area. An understanding of the control object's specific activities, problems, inspection record etc., should lead to the inspection still be planned within the most relevant items. But always ensure that all relevant items are inspected within a three-year period for individual control objects.

When planning inspections, take into account the inspection areas where special requirements are contained in rules, guides etc., cf. the text in the guides chapter 7.11, "Inspection Requirements for Special Inspection Areas". This is the case, for example, within the export sector.

If it is believed that one or more items are not important to inspect for a given year, this should be noted, e.g. by writing to that effect in the control object's inspection plan. This could be done for example by entering a "0" in column "E - inspection frequency" of the plan opposite the inspection item.

**Planning inspection of control objects with export, including control objects approved by the USA, China and Russia**

Please note that in the Export Inspection Guide requirements are laid out for inspection of export-related items for all ordinary inspections, either as an audit or inspection.

All export-related items shall be audited at least once annually.

When ordinary inspections are performed on US-approved control objects, at least one US requirement must be inspected.

The inspection requirement for US- and Chinese-approved control objects in connection with other (daily and weekly) inspections is also determined in the Export Inspection Guide. Inspection planning for such control objects is therefore supplemented by details on which inspection items have to be included in the daily or weekly inspection.

Neither is it therefore sufficient to only state the legislative area for other inspections of US- and Chinese-approved control objects.

The requirement for inspection for Russian-approved control objects is performed at item level in accordance with the Export Inspection Guide, cf. the section on inspection of Russian-approved businesses.
Planning inspections of slaughterhouse capacity for livestock accommodation, stunning etc.
The capacity of a slaughterhouse for accommodating and stunning livestock and for each link of the
slaughtering process should be checked at least once a year as part of the ordinary inspection under the
control items “Authorisation and Approvals” under the legislative area of “Approvals etc.”
In addition, one or more other relevant items within these control objects should also be inspected under the
legislative area of “Approvals etc.,” cf. the inspection plan.

Planning inspection of animal welfare at slaughterhouses
Part of the ordinary inspection of slaughterhouses should include an audit of the legislative area “Animal
Welfare: Business” at least once a year.
Otherwise, a least 4 inspections per year should be performed within the sector – with one inspection per
quarter as far as possible.

Planning ordinary inspection of 3rd party certified control objects
When performing ordinary inspection of 3rd party certified control objects (cf. annex 8), allowance must be
made for the certifying body's audit reports concerning food activities, cf. “Guide to Audits”, annex 1 to the
Inspection Guide. The results from the certification body's inspection can give rise to inspection of legislative
areas, which may otherwise not have been inspected as part of the planned inspection, as part of screening
the control object at the time of the inspection.

Planning follow-up inspections for individual control objects
Follow-up inspection shall be requirement-oriented, and performed according to remarks made during
ordinary inspection. Follow-up inspection arising from remarks must look at the legislative area(s) that gave
rise to the remarks. Other relevant legislative areas should be inspected to the extent equivalent to an
ordinary inspection, cf. the section entitled “Inspection frequency per legislative area” above, and at least one
control object requirement approved by the USA or China based on specific expert evaluation.
Following-up on remarks for other inspections can occur in connection with other inspections (e.g. daily or
weekly).
Follow-up inspections after remarks cannot replace ordinary inspections. Neither can inspection of
a legislative area via follow-up inspection after remarks replace ordinary inspection.
Please also refer to the general guidelines for undertaking follow-up inspection, cf. chapter 4.2.1 in the
Inspection Frequency Guide.

Inspection plans
An inspection plan is a detailed plan for inspections during a calendar year for each control object. They
should be used for:
• Planning ordinary inspections, including spreading them evenly through the year.
• Planning the legislative areas to be inspected by each inspection.
• Stating which legislative areas to be inspected by daily inspection.
• Stating which control items are to be inspected in control objects with export, including e.g. control
  objects approved by the USA, China and Russia.
There are a number of format requirements for the content and structure of control plans, and a template
for the inspection plan to be used by the inspection units has therefore been drawn up.
Inspection plans can e.g. be used for:
• Planning daily or weekly inspections.
• Managing any follow-up inspections being appropriately planned in relation to the next ordinary
  inspection of a control object.
• Planning which legislative areas are to be inspected in the event of a follow-up inspection.
A written inspection plan is to be drawn up for each control object within the meat sector.
Inspection plans shall follow the system stipulated in this annex, as common use of systems and breakdown
ensures consistent comparison and common reference parameters.
Inspection plans shall cover all legislative areas to be inspected at each control object. This requirement is based on the inspection value of “all-round”.

Inspection plans contain an overview/catalogue of ideas for the inspection elements that are generally relevant under each legislative area. They should ensure that general and special requirements for inspection planning for slaughterhouses and meat wholesalers control objects are complied with.

The number of planned ordinary inspections for the control object should be stated, cf. “Planning ordinary inspection frequency per year” in the Control Object Register (“KOR”).

Which sector each control object belongs to based on its activities must be stated. Opposite the individual legislative areas within the food sector, it must be stated whether the inspection requirement is deemed to be normal or higher given the control object’s inspection record within that legislative area.

Inspection plans shall state how many times each legislative area has to be inspected in the event of ordinary inspection. The plans shall also state the legislative areas where other inspection is to be performed, and their frequency (e.g. daily or weekly).

Which control objects will be included in the daily or weekly inspection should be stated for US- and Chinese-approved control objects. Relevant inspection elements shall be marked with an X or similar.

The inspection items in the plans only concern those activities specifically related to the meat sector. If a control object has activities not covered by this annex, e.g. vegetable products or the like, additional inspection items will be relevant.

There is no requirement for documentation that inspection plans are regularly updated for planned or completed inspections at inspection item level. Completed inspections are documented in the inspection report.

The inspection plans can be used for regular planning of when follow-up inspections will be performed, and which legislative areas will be inspected by follow-up inspections of control objects that had remarks made on their ordinary inspections.

In the event of changes to a control object’s activities, consideration should be given to whether the inspection plan for that object should be revised or updated. It should also be regularly ensured that the plan is followed. There are no format requirements for such follow-up or documentation of follow-up.

Excel project folder
The meat inspector has an Excel project map containing material relevant to inspection planning. The project folder is divided by tabs (spreadsheets), which include:
- “Guide” – with description of how to use the Excel project folder.
- “Inspection plan number and sectors” contains an overview of the different sectors of control objects covered by the requirement for inspection plans, plus relevant legislative areas and inspection items for those sectors.
- “New inspection object” identifies control objects and relevant sectors can be selected to ensure that relevant inspection items are shown in the plan.
- “Inspection plan” presents an inspection plan according to the selections made under the “New control object” tab.

Under “New control object”, 53 tabs can be used for daily inspection planning (one tab per week). Presentation and use of these sheets is optional.
**Inspection plan template**

The template for a control object's inspection plan ensures that the format requirements for plans are observed. It has vertical division into legislative areas corresponding to that of the food inspection report and under that the veterinary inspection report. The inspection elements that are generally deemed to be relevant for the control object in questions are shown under each legislative area.

There is also horizontal division with columns for registration of evaluation of the inspection requirements and frequency per legislative area, planned ordinary inspections, daily/weekly/monthly inspections and the option of inserting follow-up inspections. However, the inspection requirement should not be evaluated for the veterinary sector.

There is also an option for selecting monthly, weekly or daily planning of the inspection. These options are described in more detail in the guide in the Excel project folder, and their use is optional.
Annex 6

Prioritised inspections within the food sector – 2017

Prioritised inspections are a supplement to basic inspections, and performed to the same scope and using the same methods as ordinary inspections. Prioritised inspections are usually performed as inspection visits.

They are aimed at control objects within the retail sector, but can also be used in the wholesale sector to a limited extent. The desired effect is an increase in rule compliance in businesses visited.

Selection and number of prioritised inspections in 2017

The DVFA will perform 13,300 prioritised inspections in 2017, 13,000 of which will be retail and 300 wholesale. Of those, 7,000 will be selected centrally for control objects where an increased need for inspection is deemed to exist, or for a wider group of control objects based on awareness of rule compliance or patterns in inspections, etc. The remaining inspections will be selected on the basis of local requirement assessment in the inspection units amongst all categories of control objects.

Central selection for prioritised inspection will be named in a manner that reflects selection criteria, so that inspectors can use that information to focus their inspections. The content of specific inspections can always be expanded to other legislative areas or items than the inspection is intended for. This will be based on screening of the control object at the start of the inspection.

Many of the prioritised inspections for 2017 have been selected for zero point inspection of randomly-selected control objects, especially within the "Ultra-low" risk group. The inspections will provide information for basic awareness of rule compliance within the risk group.

How are control objects selected for prioritised inspection?

Central selection can be based on such risk criteria as the following:

- Random – at businesses inspected “As and when required”.
- Special activities.
- Additives – in connection with imports from 3rd countries and in restaurants, bakers etc., with no documented inspection of additives for several years.
- Sales to vulnerable consumers.
- General rule compliance.

Inspection unit selection is based on expert knowledge of and experience with the control object, and requires an objective justification for performing inspection of that control object as a full ordinary inspection. This can include:

- Listeria.
- Consumer complaints.
- Rule compliance.

Prioritised inspections can be used as part of local campaigns and for control objects with a generally poor record of rule compliances than average for the sector. They can also be used for a wider group of control objects based on patterns emerging from inspections, and in connection with e.g. consumer complaints, problems currently being experienced, suspected breaches of the rules and to investigate the cause of food-borne diseases in instances where a full ordinary inspection is objectively well-justified, and deemed to increase the value of the inspection of a given control object.
How are prioritised inspections financed?
Prioritised inspections are grant-financed.

How are prioritised inspections planned and executed?
The inspection units are responsible for planning and executing prioritised inspections, including the internal allocation of inspections between themselves, as the objective is expected to be fulfilled nationwide.

How are prioritised inspections registered?
Refer to the general guide on registration of prioritised inspections on the intranet.

Option for reprioritising a prioritised inspection
The DVFA's management can reprioritise the use of a prioritised inspection in special cases, if deemed necessary due to special conditions identified from objective observance. Such special conditions can include food contamination, recall cases, investigative work and the like. This is also the case even if inspections are occasionally performed as targeted inspections, and therefore do not fulfil the usual principles for prioritised inspections. Reprioritisation can mean that the target for the number of inspections for centrally-selected categories of control objects cannot be reached within a given year.
Random inspections on wholesale transporters within the food sector – 2017

Objective
The objective of random inspections of wholesale transporters is to perform the inspection at locations where the means of transport can be inspected without advance warning, and when there are food products in the vehicle. They can be performed on the road, at harbours or border crossings in consultation with the police, when seals are applied in the inspection units or at control objects when hauliers pick up or deliver foods. When performed in this manner, random inspections can sometimes involve the same transporter several times. The desired effect is to improve rule compliance when inspections are performed to a greater degree when there are food products in the vehicle and where the inspector can offer advice to a greater extent.

How many spot-checks were performed in 2017?
Wholesale transporters in the Transport Business, Wholesale sector (EE.49.41.00) must be inspected “As and when required” and by spot-check inspections totalling the equivalent of 30% of the population. The population is defined as the figure that corresponds to the number of control objects in the sector as at 1 April 2017. That number will be notified to the inspection units during April 2017.

How are inspections planned and executed?
The inspection units are responsible for planning and executing random inspections, including the internal allocation of inspections between themselves, as the objective is expected to be fulfilled nationwide.

How are such inspections financed?
These inspections are financed by a fee being charged. A fee was introduced in 2011 for wholesale transporters to finance ordinary inspections, including spot-check inspections. It is collected centrally by Operations Division (in the DVFA headquarters) and annually from all wholesale transporters. The fee for 2017 is expected to be based on the number of control objects (the population) as at 1st of April 2017, and covers ordinary inspections, including spot-checks. If, for example, a follow-up inspection is performed, a fee will be charged according to the applicable rules.

How are spot-check inspections registered?
Spot-check inspections of Transport Businesses, Wholesale (EE.49.41.00) must be registered as “Ordinary inspections” as inspection type, and “spot-check inspection, transport of food products” as inspection sub-type. Refer to applicable guide on “Mobile businesses and spot-check inspection of wholesale transporters”, on the Intranet.

Inspection of wholesale transporters of food products which do not have transport as sector
Spot-check inspections can mean that wholesale transporters which do not have Transport Business, Wholesale sector (EE.49.41.00) as their sector are stopped. These could be for example Danish warehouses or producers who also transport foods, or foreign food transporters. Inspection of such wholesale transporters is not included in the random inspection of wholesale transporters, and is not covered by the annual fee for the same. No inspection is therefore performed of such wholesale transporters unless there is a specific reason. What that means in practice is that if a wholesale transporter that does not belong under Transport Business, Wholesale sector (EE.49.41.00) is stopped, it will usually be waived on without being inspected, unless the specific need for inspection is deemed to exist.

Registration etc. of the inspection of Danish wholesale transporters that do not have transport as sector
If a Danish wholesale transporter is inspected as an exception, and is linked to a control object that does not have Transport Business, Wholesale sector (EE.49.41.00) as its sector, the inspection must be registered as “Ordinary inspection” as inspection type and “spot-check inspection transport of foods” as inspection sub-type. Refer also to the guide on “Mobile businesses and random inspection of wholesale transporters”, found under the DIKO guides on the Intranet. It is important that the inspector responsible for the control object is informed of an inspection, as described under “Procedure” in the guide.
Registering inspection of foreign transporters

If a foreign transporter is inspected as an exception, an inspection report must be provided and the inspection registered as a prioritised inspection with “Ordinary inspection” as inspection type and “Prioritised - food products” as inspection sub-type. The foreign transporter must be registered as a control object in KOR (Control Object Register) according to the guide on “Foreign control objects in KOR”, found under the KOR guides on the Intranet. A special sector: “Foreign business, wholesale (OE.99.99.12)” is provided for this purpose.
Chain (corporate) inspections – and 3rd party certification scheme for the food sector – 2017

Chain (corporate) inspections

The DVFA introduced a voluntary chain (corporate) inspection scheme for the food sector on 1st of January 2017, which means that inspections of businesses that are members of a chain will be performed where responsibility and management are located.

An ordinary inspection of those elements of food legislation for which the chain's head office is responsible and manages is therefore performed at the chain's head office.

If the head office is responsible and manages risk analysis and the own-check programme for all its member food businesses, the DVFA will determine an overall chain inspection frequency once a year for the chain.

The frequency will equate to the total of the current standard frequencies for the chain's businesses, or the reduced frequency due to 3rd party-certified businesses, see below. Chain inspection frequency statistics are compiled on 1 October of the preceding year.

Chains with high rule compliance will have their total frequency for chain businesses reduced by 1/3rd. 'High rule compliance' is defined as chains achieving higher rule compliance than average for the same sector group over the previous 24 months. 'Compliance' is defined as the number of inspection reports without remarks. Compliance statistics are compiled based on inspection results on 1 October of the preceding year.

3. party certification scheme

The DVFA introduced a voluntary scheme for 3rd party certification on 1st of January 2017, under which food businesses with a certified quality management system and for whom the DVFA has defined a standard frequency for annual ordinary inspection visits of at least 1, can apply to have their annual number of ordinary inspection visits reduced.

The reduction can take effect when the DFVA has registered the business as 3rd party certified. The first inspection visit after registration will in principle be according to the new lower frequency.

<table>
<thead>
<tr>
<th>Risk group</th>
<th>Standard frequency</th>
<th>Elite frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>High</td>
<td>1</td>
<td>0.5</td>
</tr>
<tr>
<td>Medium</td>
<td>0.5</td>
<td>0.5</td>
</tr>
<tr>
<td>Low</td>
<td>0.5</td>
<td>0.5</td>
</tr>
<tr>
<td>Ultra-low</td>
<td>As required</td>
<td>Not applicable</td>
</tr>
<tr>
<td>No risk group</td>
<td>As required</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>

1 Executive Order No. 1528 of 9 December 2016 on Food Inspections and Publication of Inspection Results.
Annex 8 to Inspection frequency guide within the food sector, 2017
20th of April 2017
Page 1 of 2
### Standard and elite frequencies for wholesale and retail with wholesale (3. party certified)

<table>
<thead>
<tr>
<th>Risk group</th>
<th>Standard frequency</th>
<th>Elite frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very high</td>
<td>3</td>
<td>2, reduced to 1 after 1 year as an elite business</td>
</tr>
<tr>
<td>High</td>
<td>1</td>
<td>0.5</td>
</tr>
<tr>
<td>Medium</td>
<td>0.5</td>
<td>0.5</td>
</tr>
<tr>
<td>Low</td>
<td>0.5</td>
<td>0.5</td>
</tr>
<tr>
<td>Ultra-low</td>
<td>As required</td>
<td>Not applicable</td>
</tr>
<tr>
<td>No risk group</td>
<td>As required</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>

Wholesale control objects and retail with wholesale in the “Very high” risk group registered for the 3rd party certification scheme with a standard frequency of 2 will have the frequency reduced to 1 after one year as an elite business.