

Report on	Product Safety Incident Management Plan as per PAS 7100: 2018 (Code of practice on consumer product safety related recalls and other corrective actions)
Date of Meeting	8 th January 2019
Reporting Officer	Fiona McClements

Is this report restricted for confidential business? If 'Yes', confirm below the exempt information category relied upon	Yes	
	No	X

1.0	Purpose of Report
1.1	To inform Committee about the new Product Safety Incident Management Plan procedure as per 'PAS 7100: 2018 (Code of practice on consumer product safety related recalls and other corrective actions)'.
2.0	Background
2.1	<p>The general product safety regulations and product specific safety regulations require that new and used consumer products placed on the market in the UK must be safe, with the responsibility for ensuring that safety being borne by business across the supply chain. The responsibilities imposed by the legislation include duties to:</p> <ul style="list-style-type: none"> • place only safe products on the market, supported by information on their correct use; • warn consumers about potential product-related risks; • monitor the safety of products; • inform the relevant Market Surveillance Authority (MSA) if a safety issue is identified; • take effective corrective action where necessary. <p>Council Environmental Health Departments are MSAs and are responsible for enforcement of product safety regulations.</p>
3.0	Main Report
3.1	An important element of protecting consumers is recognising that there will be occasions when things go wrong and public confidence requires that businesses are well prepared to deal with such incidents.
3.2	In December 2016, the Product Recall and Safety Working Group recommended that there was a need for a national Code of Practice in the form of a Publicly Available Specification (PAS) to provide practical guidance to support businesses dealing with product recalls and other corrective actions. A steering group was commissioned to take this forward in early 2017, under the leadership of the British Standards Institution (BSI).
3.3	The Code of Practice that they have created has two key audiences – businesses and enforcement authorities.
3.4	Part I is intended for businesses offering non-food consumer products for sale and covers monitoring, assessing, notifying and correcting unsafe products, including through a recall

	<p>or other corrective action if required, with emphasis on the preparation of a product safety incident plan (PSIP) by businesses, in advance of actual need. The PAS also provides guidance for businesses on activities required should a need for corrective action arise.</p>
3.5	<p>Part II is intended for Market Surveillance Authorities and covers the assistance that should be available to businesses from such regulators (MSAs) to support them in meeting their responsibilities in respect of consumer product safety issues.</p>
3.6	<p>The PAS provides practical guidance for businesses and does not replace or override any of the legal duties to which businesses or regulators are subject.</p>
3.7	<p>An Incident Management Plan (IMP) for Mid Ulster District Council has been drafted by the Environmental Health Service to demonstrate compliance with Part II of the Code of Practice. The IMP is to support the Environmental Health Service in assisting a business to manage a product safety incident and ensure that informed decisions are made and accurate information is collected.</p>
3.8	<p>The Incident Management Plan (IMP) attached refers to 'RAPEX' alerts. A RAPEX alert is issued to member states via the European Commission's Rapid Alert System when a product poses a serious risk to consumers and it is likely that the product could be found for sale in more than one member state. As a member state of the European Community, the UK is currently notified of RAPEX alerts. The IMP for Mid Ulster District Council will be reviewed and updated with any alternative arrangements once the UK Exit plan progresses.</p>
4.0	Other Considerations
4.1	Financial, Human Resources & Risk Implications
	Financial: N/A
	Human: Officer time
	Risk Management: N/A
4.2	Screening & Impact Assessments
	Equality & Good Relations Implications: N/A
	Rural Needs Implications: N/A
5.0	Recommendation(s)
5.1	<p>It is recommended that members support the implementation of the attached proposed Incident Management Plan for use by the Environmental Health Department of Mid Ulster District Council. This IMP will be used to support the Environmental Health Department in assisting businesses that are required to manage a product safety incident and will ensure that informed decisions are made and accurate information is collected.</p>
6.0	Documents Attached & References
6.1	<p>Appendix 1 – Incident Management Plan (PAS 7100:2018 Code of practice on consumer product safety related recalls and other corrective actions included as a supplementary document at the end of the IMP).</p>

