**Action Note 2023/04/01: Chapter 2.8: Animal By-Products**

**Purpose**

This Action Note is to amend subsection 3.1.4 *ABP and SRM*, of Chapter 2.8, that mentions the forms ABP 7-3 and ABP 7-4, and to formally remove these two forms. The ABP 7-3 form has been removed from Chapter 9 as part of Amendment 19 and the ABP 7-4 form has also been removed as part of a previous amendment.

**Procedure**

The ABP checks should only be recorded in the OWS ABP module and if any non-compliances are identified, the FSS staff are required to record them in the OWS ABP module, as well as in the OWS Enforcement module.

When recording non-compliances in the OWS ABP module, the FSS staff are required to add the reference number from the OWS Enforcement module.

**Field Staff** are required to:

* Note the contents of the Action Note, plant attending OVs to ensure that the Action Note is read by all FSS staff and this is noted in the Action/Information Log.
* Print a copy for the plant file together with an Action/Information Log.

**This Action Note will be**:

* Uploaded to the Action Note Live Folder and Operation tracker log on SharePoint.
* Forwarded to Website mailbox ([websiteteam@fss.scot](mailto:websiteteam@fss.scot)) for publication on our website.

The Action Note will remain live until formally incorporated in the SMOC.

Copies of the live and revoked Action Notes can be found on [SharePoint](http://sgsharepoint16/sites/FSS/ops/_layouts/15/start.aspx#/SitePages/Home.aspx?RootFolder=%2Fsites%2FFSS%2Fops%2FShared%20Documents%2FSMOC%2FSMOC%20%2D%20Action%20Notes&FolderCTID=0x012000BE19D936AC67B044AE90EEDEB6E4B48F&View=%7B4874B561%2DB608%2D40C4%2DBE22%2DC4C905F4C7BD%7D).

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| **Action Note drafted by** | **Action Note agreed by** | **Published** | **Revoked** |
| Ioana Negrea | Elena Gafenco |  |  |
| **05/04/2023** | **06/04/2023** |  |  |