

Annex A

Request

1. *When were Nominated Officers first established in the FSA?*
2. *How many Nominated Officers are currently in post in the FSA?*
3. *Please provide the relevant FSA policy which governs the appointment and operation of Nominated Officers*
4. *Please share details of any tool which the FSA uses to track and collate data on whistleblowing by Department Staff*
5. *Please advise of the total number of whistleblowing incidents in the FSA 1 April 2014 until the present time. Please give a breakdown by each financial year of the numbers of whistleblowing incidents in each year.*
6. *Please advise if the FSA has reviewed how well the Nominated Officer system is working, and if so, please share any reports, record of findings or equivalent documents.*

Response

1. This information can be found in the FSA's Board Meeting Minutes of the 15 July 2015. Paragraph 113 on page 14 refers to the appointment of Nominated Officers in the FSA.
<https://webarchive.nationalarchives.gov.uk/20171207145845/https://www.food.gov.uk/about-us/our-board/meetings>
2. One
3. The FSA do not have a separate policy for the appointment and operation of Nominated Officers. Information relating to the operation of the Nominated Officer is included within the FSA's Whistleblowing and Raising a Concern Policy, specifically in the sections on How to Raise a Whistleblowing Concern, How a Concern Will be Handled, and Outcomes, Feedback and changes to Procedure or Policy as a Result of Whistleblowing. Further information can be found within the Manager Guidance and Frequently Asked Questions (Question 22) which accompanies the policy. Copies of the FSA's Whistleblowing and Raising a Concern Policy, Manager Guidance and FAQs are attached with this letter.

4. Not applicable. The FSA receives very low numbers of referrals each year and as such a complex methodology is not required.
5. For 2014/15 the information can be found at paragraph 112 on page 14 of the minutes of the FSA Board Meeting of 15 July 2015.
<https://webarchive.nationalarchives.gov.uk/20171207145845/https://www.food.gov.uk/about-us/our-board/meetings>

For 2015/16 the information can be found at paragraph 37 on page 62 of the FSA's Annual Report for 2015/16.

<https://webarchive.nationalarchives.gov.uk/20171207165028/https://www.food.gov.uk/about-us/data-transparency-accounts/busreps/annualreport>

Information relating to 2014/15 and 2015/16 can also be found at paragraph 5.10 on page 4 of the Annual Report to the FSA's Board Business Committee of 21 September 2016 on Freedom of Information Requests, Complaints and Internal Whistleblowing Cases (paper reference 16/09/11).

<https://webarchive.nationalarchives.gov.uk/20171207162906/https://www.food.gov.uk/about-us/our-board/meetings/2016/010116/board-meeting-agenda-21-september-2016>

For 2016/17 the information can be found at paragraph 4.10 on page 4 of the Annual Report to the Board Business Committee of 20 September 2017 on Freedom of Information Requests, Complaints and Internal Whistleblowing Cases (paper reference FSA17/09/14).

<https://webarchive.nationalarchives.gov.uk/20171207164305/https://www.food.gov.uk/about-us/our-board/meetings/2017/010117/board-meeting-agenda-20-september-2017>

For 2017/18 the information can be found at paragraph 52 on page 79 of the FSA's Annual Report 2017/18.

<https://www.food.gov.uk/sites/default/files/media/document/fsa-annual-report-accounts-2017-18-consolidated.pdf>

Information relating to the total number of whistleblowing incidents for the financial year 2018/19 has been withheld under section 22 (information intended for future publication) of the Act. Further details about our use of this exemption are provided at Annex B.

6. Not expressly reviewed but the Whistleblowing and Raising a Concern Policy review carried out in June 2018 included a review of all roles in the process including that of the Nominated Officer.