

# SEAFOOD INSPECTION PROGRAM ANNUAL REPORT 2022

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Ministry of  
Agriculture  
and Food

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**January 16, 2023**

Statistics for Licensing, Inspections, Compliance and Enforcement activities as recorded by the Seafood Inspection Program, Ministry of Agriculture and Food from January 1, 2022 through December 31, 2022.

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## Executive Summary

The Ministry of Agriculture and Food (AF) is responsible for administering and enforcing BC's [Fish and Seafood Act](#)<sup>1</sup> (FSA) and the [Fish and Seafood Licensing Regulation](#) (FSLR). The primary objective of this regulatory framework is to ensure safe fish, seafood and aquatic plants for British Columbians' consumption.

The 2022 Seafood Inspection Program (SIP) Annual Report<sup>2</sup>, produced by the AF, contains information on licensing, inspections and other compliance and enforcement (C&E) activities related to the seafood handling and processing sector, for the period from January 1 to December 31, 2022.

This report is the sixth of its kind for the SIP and fortuitously coincides with the six-year anniversary of the FSA coming into force, meaning that year-over-year comparisons (and longer-term trend analysis; see [Appendix 1](#)) from the inception of the FSA are possible. This report is in alignment with government's commitment to transparency and accountability to the public, as well as with the principles and guidelines pertaining to public sector planning and reporting. This report also helps to inform program management decisions (and enhance overall effectiveness and efficiency of compliance activities) by identifying the need to potentially redirect resources, re-examine regulatory requirements and amend policies and procedures.

Overall, 408 licences were issued in 2022 (down 3.3% from 2021) under the FSA, and \$95,860 (up 0.06% from 2021) in licensing revenue collected. From a C&E context, 306 inspections (up 0.7% from 2021) were conducted, as well as 42 investigations (up 27%

from 2021). As a result of these inspections and investigations, 258 non-compliances (down 29.9% from 2021) were identified and ultimately managed to obtain compliance. For perspective, these 258 non-compliances represent an overall compliance rate of 98.6% (slightly higher than the 98.2% rate in 2021) which is impressive given that as many as 18,952 regulatory requirements were reviewed at the time of either inspection or investigation. This high compliance rate is likely attributable to the deterrent effect of the ministry's licensing, inspection, enforcement and outreach program. In terms of managing the non-compliances, the vast majority (82%) were addressed through the issuance of

### **Key Statistics 2022**

408 licences issued
\$95,860 licensing fees collected
306 inspections conducted
42 investigations completed
258 non-compliances managed

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<sup>1</sup> Underlined words either hyperlink to source documents or to the glossary at the end of this document.

<sup>2</sup> Electronic copy of this report is available from the ministry's website at: <http://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/fisheries-and-aquaculture/seafood-industry-licensing>. If there are discrepancies between the printed copy of this annual report and the copy posted on the website, the version on the website is considered to be correct.

[Inspection Summary Advisories](#), which are issued at the time of inspection. The remaining non-compliances were addressed through written warnings (16%) and violation tickets (2%)<sup>3</sup>.

To promote food safety and encourage voluntary compliance with the legislative framework, throughout the year, the SIP conducted 40 targeted outreach activities (which reached more than 922 regulated parties). Such activities will continue since outreach is considered an important and necessary supplement to traditional enforcement methods.

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<sup>3</sup> Percentages rounded to the nearest whole number.

## Information Management Systems

This report contains statistics gathered from the SIP's three information management systems:

**Fish Trade Licensing System (FTLS)** – is a web-interfaced database that provides licensing and revenue control capabilities for the three types of licences issued under the authority of the FSA. Key functionalities of this database include:

- production of physical licences;
- recording and tracking of licensing revenue; and
- limited reporting capability.

**Seafood Licence Database (SLDB)** – initially developed and launched in June 2017, this database helps to address FTLS deficiencies by providing detailed, operational licensing information (e.g., facility profile information) and risk assessment scores. The database provides SIP with more robust reporting capabilities, than FTLS currently provides, in order to:

- identify number and types of licences by geographical region (e.g., by health authority);
- identify operators by specific plant profile information (e.g., producers of Ready to Eat “RTE” products); and
- identify and prioritize operators for supplemental [inspections](#) based on statistical analysis of risk assessment scores.

In addition, this database enables licence holder information to be made publicly available as both a list and an interactive [GIS map](#) on the AF webpage.

**Compliance Management Database (CMDDB)** – also initially developed and launched in June 2017, this database serves as the work unit's primary electronic record of inspection activities and other related C&E actions.

Key functionalities of this database include the:

- recording and tracking of all C&E activities (i.e., inspections, [investigations](#) and [outreach](#) activities) conducted by [Ministry officials](#); and
- production of timely and accurate C&E file-specific reports.

## SIP Alignment with Ministry Service Plan

Under the *Budget Transparency and Accountability Act*, each Ministry is required to create and publish an annual Service Plan. The [Ministry's Service Plan](#) communicates the Ministry's responsibilities and strategic priorities for the year. The SIP's work activities are guided by the legal and regulatory environment as well as the goals and objectives outlined in the Ministry's Service Plan.

<b>Regulatory framework:</b>	<i>Fish and Seafood Act</i>  Fish and Seafood Licensing Regulation  Enforcement Regulation
<b>Service Plan Goal 1:</b>	Strengthen provincial food systems and B.C.'s food security
<b>Service Plan Objective 1.2:</b>	Ensure the provincial food system has the capacity to increase the availability of B.C. foods.

These strategic objectives are expressed at the operational level as follows:

<b>SIP Work Unit Goal:</b>	To help protect public health by promoting seafood safety and regulatory compliance with the <i>Fish and Seafood Act</i> within the seafood handling and processing industry sector.
<b>SIP's Strategy:</b>	Deliver an effective and efficient licensing and inspection program to encourage voluntary regulatory compliance with the <i>Fish and Seafood Act</i> .

## Key Performance Indicators for SIP:

Key Activities	Performance Measure	Target	Actual
Maintain recurring inspection programs for Seafood Processors and Fish Receivers to encourage voluntary compliance	<i>% of operators that are inspected at least once annually</i>	100%	112%
	<i>Compliance rate for Seafood Processors at time of inspection</i>	n/a	54%
	<i>Compliance rate for Seafood Processors as of Dec. 31, 2021</i>	n/a	100%
	<i>Compliance rate for Fish Receivers at time of inspection</i>	n/a	80%
	<i>Compliance rate for Fish Receivers as of Dec. 31, 2021</i>	n/a	99%
Investigate <u>all</u> public complaints	<i># of public complaints received</i>	n/a	5
	<i>% of public complaints that are investigated</i>	100%	100%
Utilization of C&E tools in order to secure compliance	<i>Total # of non-compliances</i>	n/a	258
	<i>% of non-compliances resolved through inspection summary advisories</i>	n/a	82%
	<i>% of non-compliances resolved through written warnings</i>	n/a	16%
	<i>% of non-compliances resolved through violation tickets</i>	n/a	2%
	<i>% of non-compliances resolved through orders (includes recall orders)</i>	n/a	0%
	<i>% of non-compliances resolved through administrative actions (suspension or cancellation of licence, etc.)</i>	n/a	0%
	<i>% of non-compliances resolved through reports to Crown counsel</i>	n/a	0%
Provide educational outreach to industry participants to promote food safety and encourage voluntary compliance	<i># of targeted outreach activities</i>	24	40
	<i># of clients reached</i>	n/a	922

**Data source:** AF - Compliance Management Database

## Licensing Activities

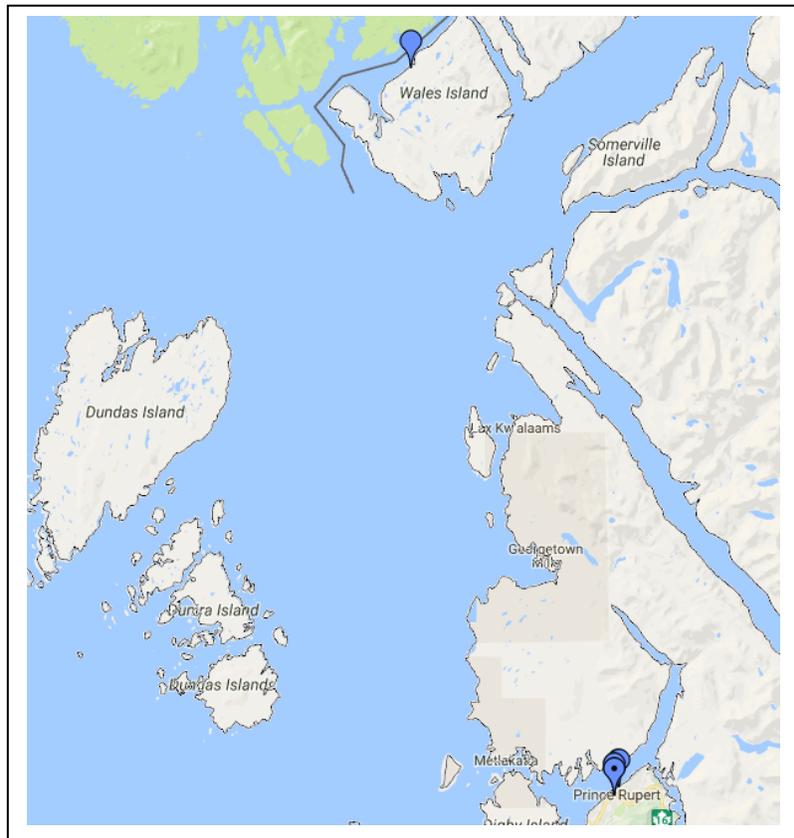
To help ensure that fish and seafood is safe for human consumption, individuals and businesses conducting certain activities in the seafood industry (e.g., receiving fish, processing fish) must be licensed and meet various regulatory requirements. The following is a summary of the three licence types and their general requirements:

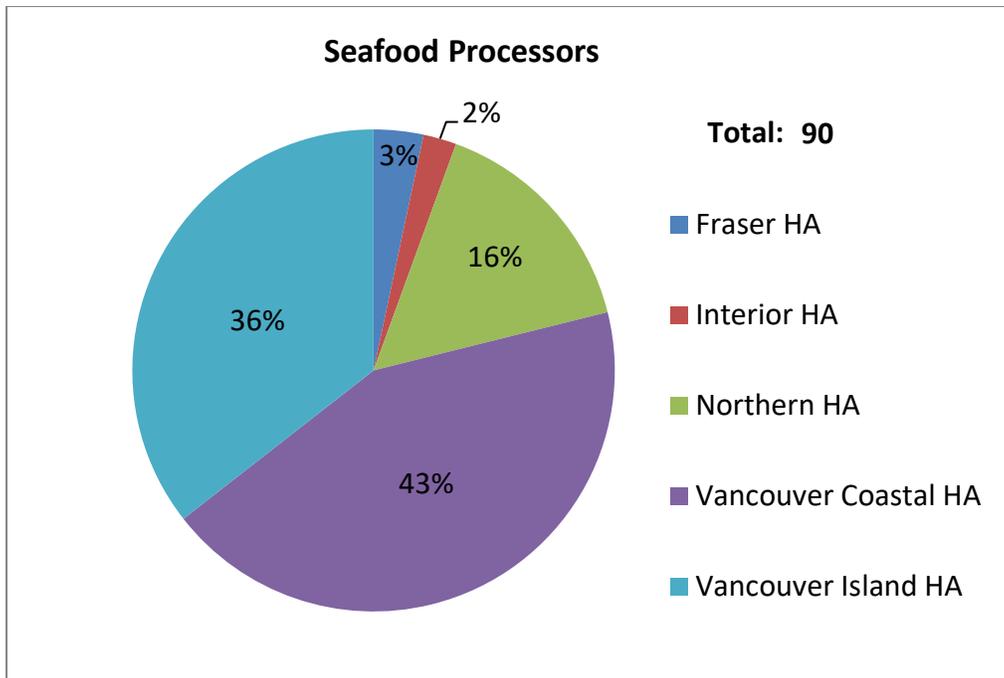
### Seafood Processors

This licence is required by any person who operates a:

- seafood processing facility; or
- seafood cold-storage facility.

It is important to note that these operators are widely distributed throughout the province and occasionally in difficult-to-reach locations (e.g., Wales Island on the BC-Alaska border). The SIP uses the provincial Regional Health Authority boundaries for the purposes of delineating and categorizing the different regions of the province.





Seafood Processors must meet regulatory requirements for:

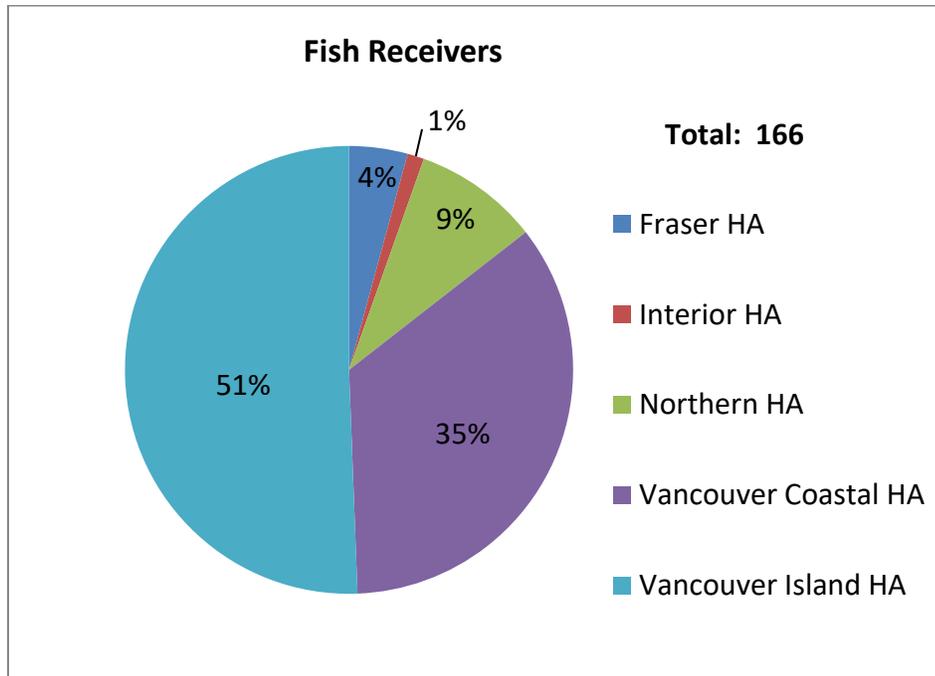
- construction and equipment;
- food safety and sanitation;
- processing;
- ensuring safe food;
- reporting unsafe food; and
- record-keeping and reporting.

### **Fish Receivers**

This licence is required by any person who operates a:

- shore-based facility for the purposes of receiving fish directly from a commercially licensed fisher or a licensed packing vessel;
- vehicle for the purposes of receiving fish directly from a commercially licensed fisher or a licensed packing vessel; or
- vessel for the purposes of receiving fish directly from a commercially licensed fisher or a licensed packing vessel that does not hold a federal commercial fishing or packing licence.

It is important to note that these operators, like Seafood Processors, are also widely distributed through all five Regional Health Authorities, and in sometimes equally difficult to reach locations (e.g., on the Stikine River which is accessible only by floatplane).



Fish Receivers must meet regulatory requirements for:

- construction and equipment;
- food safety and sanitation;
- ensuring safe food;
- reporting unsafe food; and
- record-keeping and reporting.

### **Fisher Vendors**

This licence is required by any commercial fisher who sells their catch to:

- the general public for their own consumption, directly from the harvest vessel; or
- restaurants or retail stores that are regulated under the [Food Premises Regulation](#).

It is important to note that these operators are also widely distributed along BC's coastline and transient given their mobile nature.

Fisher Vendors have to meet regulatory requirements for:

- construction and equipment;
- food safety and sanitation;
- ensuring safe food;
- reporting unsafe food; and
- record-keeping and reporting.

## Licensing Statistics

For the 2022 licensing year, SIP issued the following number of licences and collected the related revenue through licensing fees:

	# of licences	% of total licences	Revenue	% of total revenue
Fish Receivers	162	40%	\$ 44,260	46%
Seafood Processors	93	23%	\$ 47,010	49%
Fisher Vendors	153	38%	\$ 4,590	5%
<b>Total</b>	<b>408</b>	<b>100%</b>	<b>\$ 95,860</b>	<b>100%</b>

## Compliance and Enforcement Activities

C&E activities include routine inspections to ensure regulatory compliance and one-off investigations as a result of an inspection, public complaint, referral from within the ministry (e.g., Sector Insights & Corporate Initiatives Unit), or a referral from a partner agency (e.g., Canadian Food Inspection Agency (CFIA), Fisheries and Oceans Canada (DFO), or a Regional Health Authority (RHA)).

### Inspections

Inspections, both planned and reactive (e.g., complaint-based), are conducted regularly to determine whether seafood handling and processing activities are being conducted in [compliance](#) with the FSA. Non-compliances, found at the time of inspection, are managed by inspectors to ensure they are resolved in a timely manner. Generally, operators are inspected as follows:

#### What is an inspection?

An inspection is a systematic process to confirm compliance with [statutory obligations](#). Inspections are generally done on a routine basis and may be either scheduled or unscheduled. Inspections determine whether the legal obligations of operators to the government and the public are being met.

**Seafood Processors** – given the wide array of processing practices and product lines, and the higher likelihood of food safety risks occurring in these types of operations, these operators are inspected at least once annually, and more often depending on the operator’s licensing and compliance history, environmental factors, and the ministry’s ongoing risk assessments.

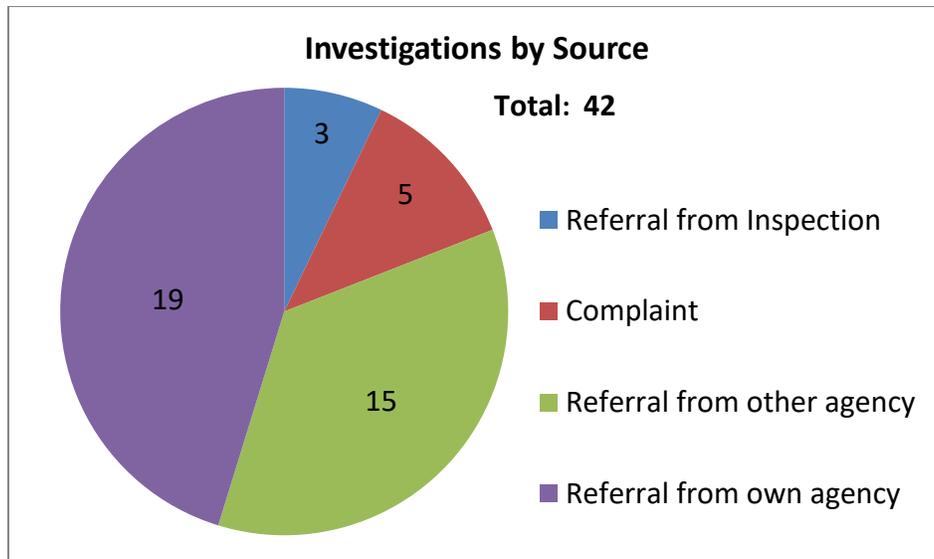
**Fish Receivers** – even though there is no processing conducted at these types of operations, these operators are considered a moderate risk given they may come into contact with raw seafood. As a result, these licence holders are also inspected at least once annually, and sometimes more often depending on their compliance history and environmental factors.

**Fisher Vendors** – these operators are considered lower risk since the licence is only in relation to the distribution of their own catch (i.e., relatively low volume from a commercial perspective) from the harvest vessel. Additionally, per the Memorandum of Understanding on the Coordination of Fish Inspection Programs in BC (MOU), the CFIA has responsibility to inspect new-to-fleet fishing vessels. For these reasons, these operators are subject to ad hoc provincial inspections during unannounced surveillance activities at public and government docks.

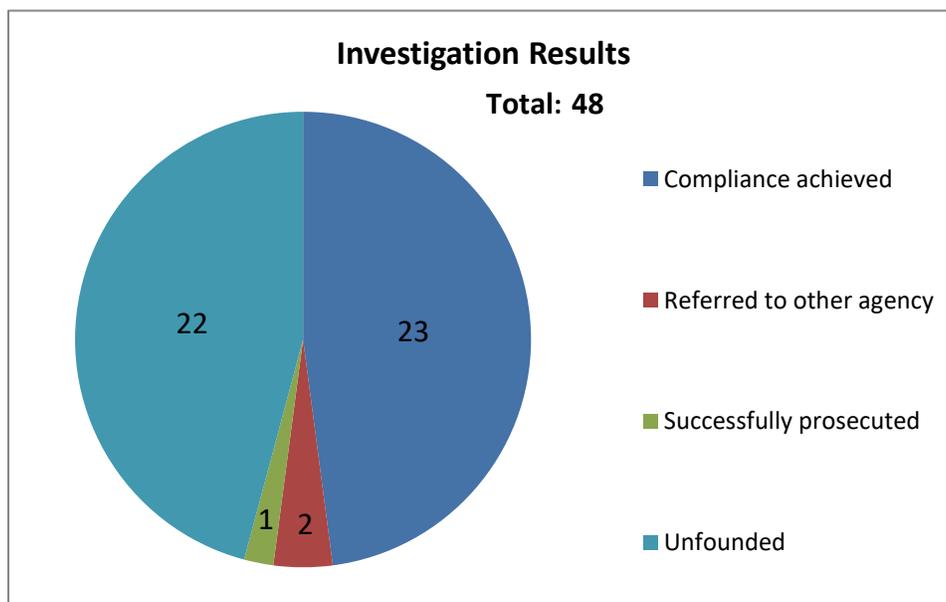
**Inspection outcomes:** Each inspection results in either an operator voluntarily complying with the regulations on their own accord or any identified [non-compliances](#) (at the time of the inspection) being resolved before any further enforcement action is required. Those operators that remain non-compliant are referred for further investigation, which may result in additional C&E action.

## Investigations

Investigations are conducted by inspectors to systematically gather information and evidence, relevant to a suspected incident of non-compliance, for the purpose of possible enforcement action. Investigations are only commenced if an inspector has reasonable grounds to believe that an offence has occurred. Generally, investigations typically arise as a result of routine inspections, public complaints, referrals from within the ministry, or referrals from partner agencies.



The 42 investigative files opened in 2022 identified 48 potential regulatory non-compliances. For the purposes of monitoring investigations, inspectors record the final disposition of each potential instance of non-compliance as: compliance achieved, referred to other agency (for their review), successfully prosecuted, unsuccessfully prosecuted, unfounded or still outstanding.



## Compliance and Enforcement Tools

When non-compliance has been determined, a variety of [compliance and enforcement tools](#) (C&E tools) are used by [delegated decision-makers](#) and inspectors to encourage operators to bring their activities into compliance with the applicable legislation. In addition to following the Ministry's graduated enforcement model, consideration is also given to the significance and impact (e.g., caused, or potential to have caused, a risk to public safety) of the non-compliance in ultimately determining which C&E tool to use.

### Inspection Summary Advisory

An [inspection summary advisory](#) is issued to an operator upon completion of an inspection as a written record of findings. If applicable, it includes any required corrective actions and respective timelines. An inspection summary advisory differs from a [written warning](#) in that it does not include any commentary with respect to possible consequences if the corrective actions are not implemented.

### Written Warning

A written warning is issued when an inspector (or delegated decision-maker) finds that non-compliance has occurred and determines that the regulated party responsible should be given a warning by way of a written letter. Unlike an inspection summary advisory, the written warning does include commentary with respect to possible consequences of further enforcement actions if the non-compliance is not addressed. A written warning can be issued for any non-compliance for which a violation ticket could be also issued. However, there is no monetary fine associated with a written warning.

#### What are some examples of C&E tools?

C&E tools include a variety of actions including:

- inspection summary advisory
- written warning
- [violation ticket](#)
- order
- administrative action (e.g., [licence suspension](#) or [cancellation](#))
- report to Crown counsel for possible court proceedings

## **Violation Ticket**

A violation ticket may be issued by an inspector for non-compliance of prescribed sections of the FSA. A violation ticket is a form of [prosecution](#) under the province's *Offence Act* and unlike a written warning, a violation ticket carries a specified monetary fine.

## **Administrative Monetary Penalty**

The FSA enables the future development of an [administrative monetary penalty](#) (AMP) program; at this time, there are no supporting regulations. Once an AMP program is established, AMPs may be applied by a [statutory decision-maker](#) if they have determined that a regulated party has contravened legislation or failed to comply with an order issued under the FSA. AMPs provide an additional C&E tool that is efficient, cost-effective and flexible, and can be imposed without court involvement. AMPs differ from fines, which may be imposed by the courts if the regulated party is convicted of an offence.

## **Order**

An order is a C&E tool available under the FSA used to remedy a non-compliance. A regulated party may be issued an order when an inspector (or delegated decision-maker) has determined that the regulated party has failed to meet a statutory requirement.

## **Recall Order**

Another C&E tool that is available under the FSA is the issuance of a recall order. A recall order can only be issued by the Minister (or delegate) if previously seized product is found, through analysis, to be unsafe food. A recall order compels the regulated party to recall any product that they have distributed, and take any other action that the Minister believes is necessary to protect the public from unsafe food that has, or may have, been distributed.

## **Administrative Action**

An [administrative action](#), under the FSA, allows a licensing officer, under certain circumstances (e.g., operator not in compliance with the Act) to take one of the three following actions in respect of an operator's licence: temporarily *suspend* an operator's licence, *cancel* an operator's licence, or *vary* an operator's licence (e.g., adding a licence condition).

## Report to Crown Counsel

A report to Crown counsel (RCC) is a formal written submission on the part of an inspector to provincial Crown counsel recommending that a charge (or charges) be laid against a party subsequent to the completion of an investigation. Crown counsel ultimately determines whether or not to lay charges based on their evaluation of whether there is a substantial likelihood of conviction and whether it is in the public interest to proceed. If Crown counsel proceeds with laying charges, the accused party is compelled to attend court to address the charges.

## Compliance and Enforcement Statistics

For the 2022 licensing year, inspectors engaged in the following C&E activities related to both licensed and non-licensed individuals:

C&E Activity	Fish Receivers	Seafood Processors	Fisher Vendors	Non-licensed <sup>4</sup>	Total	% of Total
Inspections	162	123	20	1	306	88%
Investigations	14	18	2	8	42	12%
<b>Totals</b>	<b>176</b>	<b>141</b>	<b>22</b>	<b>9</b>	<b>348</b>	<b>100%</b>

Inspectors conducted 0.7% more inspections and 27% more investigations in 2022 compared to 2021. Despite the increase in the number of 2022 investigations, the total number of C&E activities (348) was similar to the total number of C&E activities for 2021 (337).

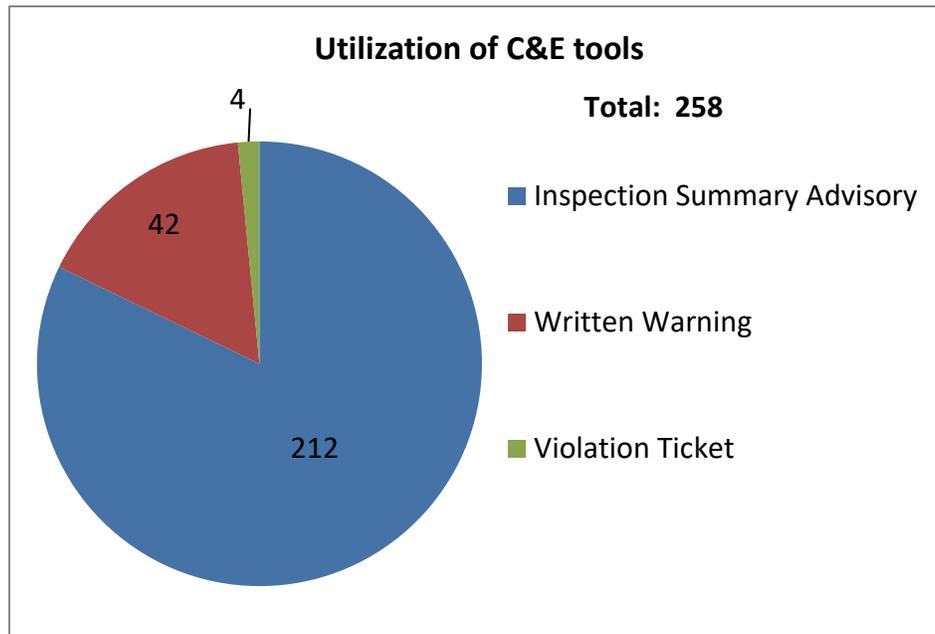
C&E Activity	# of activities	# of non-compliances identified
Inspections	306	241
Investigations	42	17
<b>Total</b>	<b>348</b>	<b>258</b>

For the 2022 licensing year, the 348 C&E activities resulted in the identification of 258 non-compliances which is 29.9% less than the 368 non-compliances identified in 2021.

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<sup>4</sup> Non-licensed means persons who do not hold a licence under the FSA but are potentially still subject to provisions of the FSA (e.g., transporters).

For the 2022 licensing year, the 258 identified non-compliances were managed and resolved using the various C&E tools:



### Nature of Non-compliances

In 2022, there were 258 non-compliances identified through either inspections or investigations. For perspective, these 258 non-compliances represent an overall compliance rate of 98.6% (slightly higher than the 98.2% rate in 2021) given that as many as 18,952<sup>5</sup> regulatory requirements were reviewed at the time of either inspection or investigation. The nature of the non-compliances ranged across 19 different themes of compliance issues, and the following table provides further details regarding the type and frequency of the compliance issues. Three of the top four recurring compliance issues, representing 49% of the total number of non-compliances, were largely administrative (i.e., written food safety plans, written sanitation plans, and maintaining records and submitting reports to the ministry) in nature.

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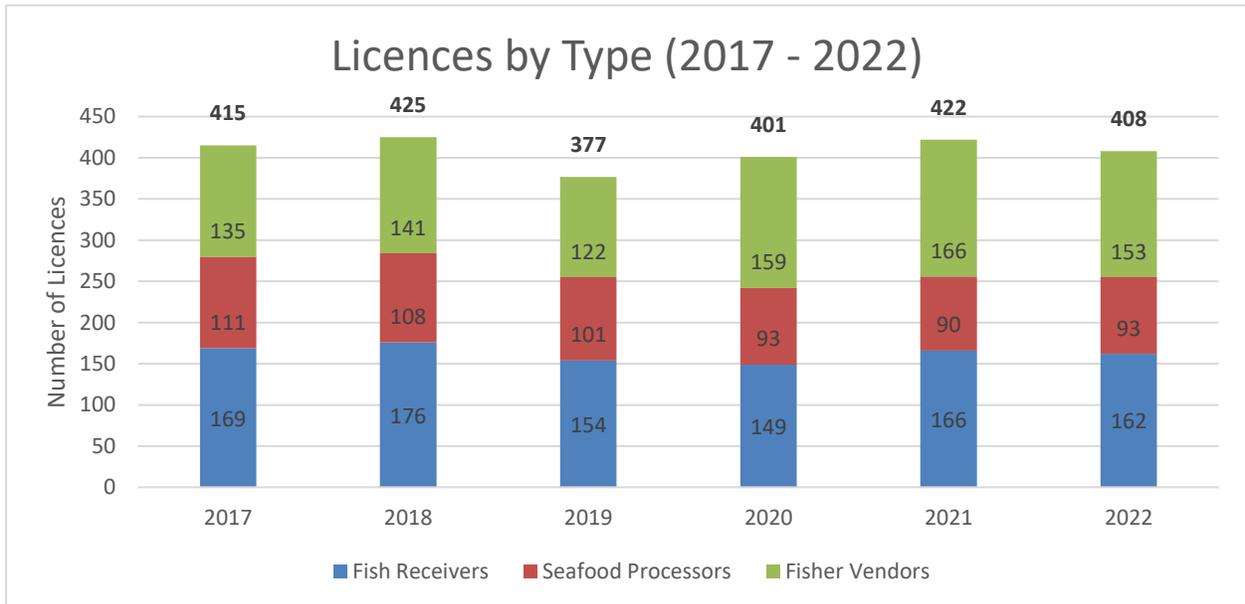
<sup>5</sup> Approximate # of regulatory requirements checked: Seafood Processors: 11,070 (90 requirements x 123 inspections); Fish Receivers: 7,128 (44 requirements x 162 inspections); Fisher Vendors: 720 (36 requirements x 20 inspections); 34 (total # of potential non-compliances for all investigations).

**Frequency and nature of non-compliances:**

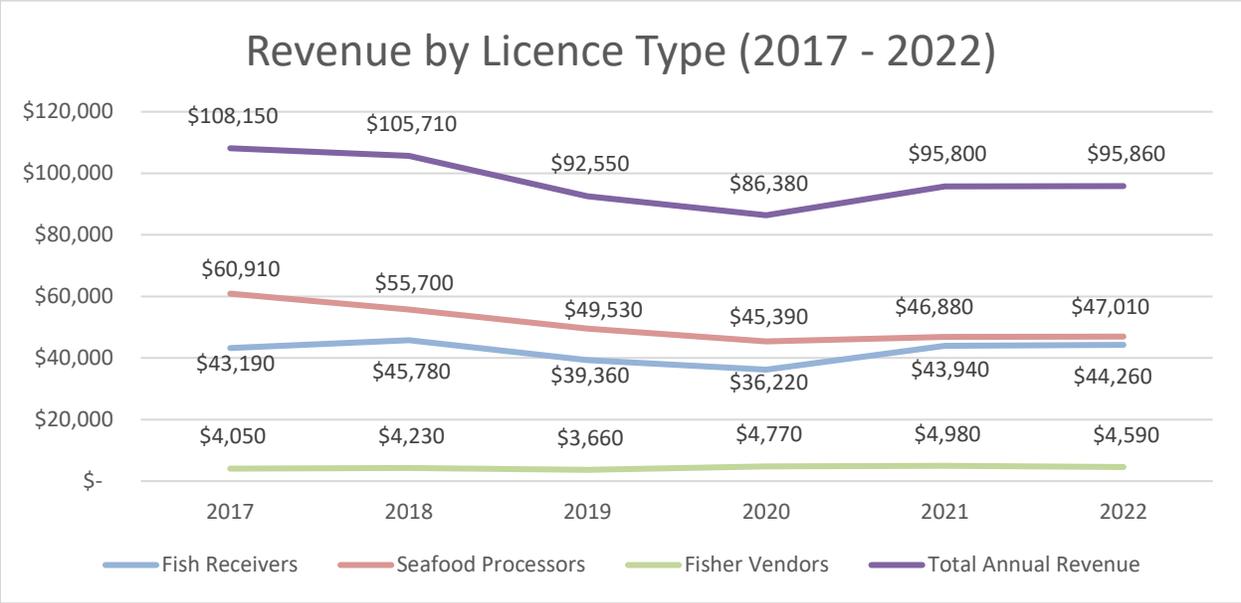
Nature of compliance issue	# of non-compliances	% of total
Record-keeping and reporting	60	23.3%
Food safety plans	38	14.7%
Sanitation plans	29	11.2%
General construction requirements	26	10.1%
Pest management	18	7.0%
Equipment and food contact surfaces	14	5.4%
Washroom and handwashing	14	5.4%
Facility maintenance	12	4.7%
Duty to be licensed	10	3.9%
Inadequate food protection	7	2.7%
Fish offal storage	6	2.3%
Sport-caught fish labelling/tracking	6	2.3%
Cold storage equipment	5	1.9%
Chemical storage	4	1.6%
Storage of unnecessary items	3	1.2%
Temperature standard	3	1.2%
Temperature records	1	0.4%
Approved source	1	0.4%
Hygiene	1	0.4%
<b>Total</b>	<b>258</b>	<b>100%</b>

## Appendix 1: Six-Year Comparison of SIP Statistics

The following tables provide comparisons of the last six years of SIP statistics, with analysis of the overall trends between 2017 and 2022.

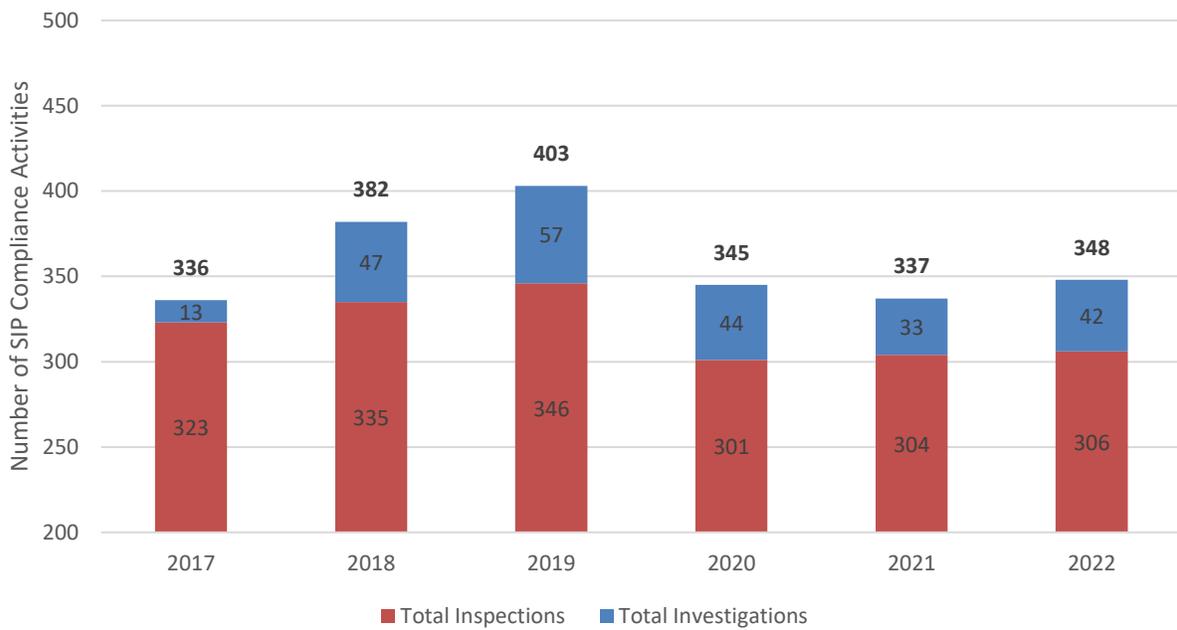


The number of licences, by type, from 2017 to 2022 has remained relatively consistent with the 6-year average of 408. The decrease in licences in 2019 is likely attributable to a reduced number of commercial fisheries that year, which are managed by DFO.

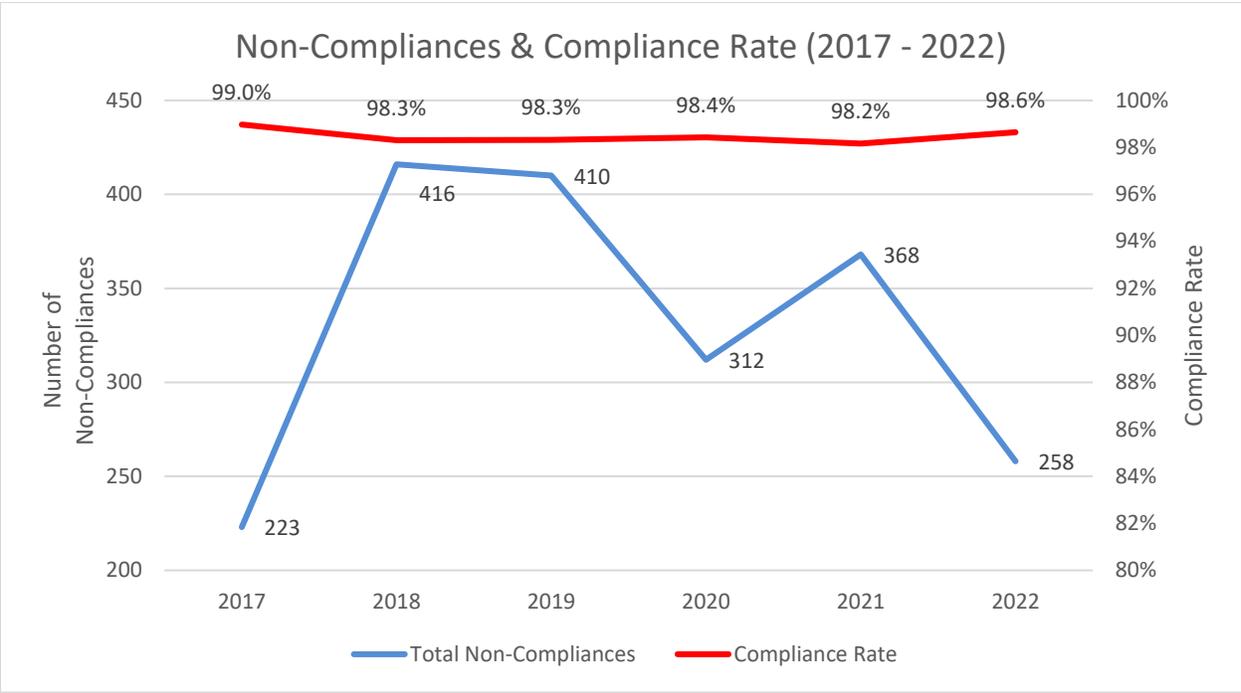


The overall licensing revenue from 2017 to 2022 generally varies with the overall number of licences issued, and has remained relatively consistent with the 6-year average of \$97,408.

### Inspections and Investigations (2017 - 2022)



The number of inspections from 2017 to 2022 has remained relatively consistent with the 6-year average of 319. The number of investigations varies from year-to-year as it is generally a function of the number of referrals from other agencies and complaints from the public.



While the number of non-compliances varies from year to year, the 6-year average is 331 non-compliances. However, the overall compliance rate from 2017 to 2022 has remained impressively high and consistent with the 6-year average of 98.5%.

## Glossary

### **Administrative Action**

Administrative action refers to various licence sanctions including the: suspension of a licence, cancellation of a licence or [variance](#) of a licence. An administrative action is a deliberate response, on the part of licensing officials, to an operator who: has contravened the FSA, is carrying out an activity in a manner that may cause the distribution of unsafe food, or is distributing food directly to the public and is subject to a licensing action (or a prosecution) under the *Food Safety Act* or the *Public Health Act*.

### **Administrative Monetary Penalty (AMP)**

Once supporting regulations are in place under the FSA, an AMP may be applied by a ministry official if a regulated party has contravened the legislation or failed to comply with an order under the FSA. An AMP provides an additional C&E tool that is efficient, cost-effective and flexible, and can be imposed without court involvement. AMPs differ from fines, which may be imposed by the courts if a regulated party is convicted of an offence.

### **Compliance and Enforcement Tool**

A C&E tool is a deliberate response, on the part of a ministry official, to an instance of non-compliance provided that all elements of non-compliance can be proven. Generally speaking, the response is commensurate and proportionate to the nature of the non-compliance, and consistent with the Ministry's approach to a graduated enforcement model.

### **Compliance**

Compliance is defined as conforming to a specification, standard or law that has been clearly defined. To be "in compliance" means that the activity meets all statutory requirements of relevant standards, regulations and Acts.

### **Delegated Decision-maker**

A delegated decision-maker is the most common type of statutory decision-maker in the ministry. This person has been delegated powers, duties or both under the FSA to make a statutory decision, by someone who has been given those powers, duties or both by the legislature (usually the Minister).

## **Inspection**

An inspection is a systematic process to confirm compliance with statutory obligations. Inspections are typically done on a routine basis and may be either scheduled or unscheduled. An inspection may, or may not, lead to an investigation.

## **Inspection Summary Advisory**

A written record of findings associated with an inspection. It includes any required corrective actions and respective timelines. It differs from a written warning in that it does not include any commentary with respect to further potential compliance and enforcement actions.

## **Investigation**

An investigation is the process of systematically collecting information and evidence to determine if a non-compliance with applicable legislation has occurred, for the purposes of possible enforcement action.

## **Licence Cancellation**

One of the three available licensing “administrative actions” that can be exercised by a licensing officer in certain situations (i.e., [section 10\(2\)](#) of FSA). Before cancelling an operator’s licence, a licensing officer must give written notice to the operator, as well as a reasonable opportunity to respond to the proposed licence cancellation. Licence cancellations are subject to administrative appeals (i.e., reconsideration and review of licensing decisions).

## **Licence Suspension**

One of the three available licensing “administrative actions” that can be exercised by a licensing officer in certain situations (i.e., [section 10\(2\)](#) of FSA). Before suspending an operator’s licence, a licensing officer must give written notice to the operator, as well as a reasonable opportunity to respond to the proposed licence suspension. Licence suspensions are subject to administrative appeals (i.e., reconsideration and review of licensing decisions).

## **Licence Variance**

One of the three available licensing “administrative actions” that can be exercised by a licensing officer in certain situations (see [section 10\(2\)](#) of FSA). Before varying an operator’s licence, a licensing officer must give written notice to the operator, as well as a reasonable opportunity to respond to the proposed licence variance. Licence variances are subject to administrative appeals (i.e., reconsideration and review of licensing decisions).

**Ministry Official**

An employee, or Minister, of the MAFF who is designated by name or title, to be an official (e.g., inspector, licensing officer) for the purpose of administering or enforcing the FSA or its companion regulations.

**Non-compliance**

An instance of non-compliance occurs when a regulated party has not complied with the law (i.e., they have contravened a legal requirement). Alleged instances of non-compliance are investigated, and confirmed non-compliances may result in a variety of enforcement actions.

**Operator**

An operator is an individual, partnership or incorporated company that holds one or more of the three types of licences (Fish Receiver, Seafood Processor, and Fisher Vendor) issued under the authority of the FSA.

**Outreach**

An outreach is an activity of proactively providing educational information (in a variety of mediums) to licence holders, other regulated parties and partner agencies so as to promote food safety and voluntary compliance with the FSA. Outreach is considered an important and necessary supplement to traditional enforcement methods.

**Prosecution**

A prosecution is undertaken as a provincial judicial process when a regulated party has allegedly contravened the law and may be prosecuted in the courts. Prosecutions can only be carried out for sections of legislation designated as offences; in the context of the FSA, offences are identified in [section 54](#).

**Statutory Obligation**

A statutory obligation is a duty, task or responsibility that must be completed or carried out as specified through legislation or regulation.

**Statutory Decision-Maker**

A statutory decision-maker is a person who makes a decision authorized by legislation. This person may be named by position or title in the FSA, may be delegated by someone else who was named by position or title in the FSA, or may be designated by someone who was named by position or title in the FSA.

**Violation Ticket**

A violation ticket is one of the C&E tools available to inspectors, which may be issued to a regulated party for non-compliance with specified sections of provincial legislation, and carries a specific monetary fine. A violation ticket is a form of prosecution under the province's *Offence Act*.

**Written Warning**

A written warning is one of the C&E tools available to inspectors, which may be issued to a regulated party for non-compliance with specified sections of provincial legislation but does not include a monetary fine. It can be issued for any non-compliance for which a violation ticket instead could be issued.