
CTSI Professional Qualification in Feed

Case Study

A requirement for completion of the CTSI Professional Qualification in Feed is that a 3,000-word case study be submitted as part of the qualification.

The case study must be based on an inspection of a feed business operator (FeBO) that is either registered or approved in accordance with assimilated Regulation (EC) No 183/2005 *laying down requirements for feed hygiene*. **Primary production inspections for R10, R11, R13 and R14 are outside of the scope for the case study and the inspection.**

You are required to undertake an inspection supervised by a qualified feed officer at a feed business premises operating in accordance with the Annex II requirements of assimilated Regulation (EC) No 183/2005. Your case study may focus on any specific area of choice following the inspection, but it must include the redacted copy of the inspection report as an appendix.

There is no expectation for samples to be taken; however, if these have been obtained, you may wish to include the sampling report(s) as part of the case study. Your case study may draw on examples and material separate from the inspection that you have undertaken, but they must be relevant.

As examples, case studies may include:

- the practical application of the law against the inspection, including what prerequisite requirements the business was taking and if these were appropriate for the type of business inspected.
- critical evaluation of an area of law focused on during your inspection - for example, the labelling of a product and placing on the market in accordance with assimilated Regulation (EC) No 767/2009 *on the placing on the market and use of feed*.
- critical evaluation of an area of policy and how it may apply to the operations taking place during the inspection.
- inspection of a raw pet food manufacturer and critical analysis of how the business meets compliance, not only for feed hygiene laws but also animal by-product legislation.
- a critical evaluation and study of the HACCP plan for the site.
- a root cause analysis where products have been recalled by the site.

The choice of subject is up to the candidate; however, it is important that it links back to the site inspection. There is no requirement for formal referencing to be included. However, where you are taking your research from a source, it is expected that you do cite this; and where the legislation is cited, it is expected that the full title and SI number is referenced in footnotes.¹

The case study must contain the candidate's number in the header of the document. Candidates **MUST NOT** include their name in the header.

¹ [Insert footnotes and endnotes - Word \(microsoft.com\)](#)

The case study must contain:

- a title
- an introduction of no more than 500 words
- the core report
- a conclusion of no more than 500 words
- a copy of the sanitised inspection report as an appendix
- any other appendices

No penalty will be applied where a candidate is within 10% of the total 3,000-word count (under or over); however, for every 1% outside of this 10% degree of variation, five marks will be deducted from the overall award. It is therefore important that candidates stick to the word count. Where an appendix, graph or illustration is included in the case study, this is excluded from the word count. The case study must be the candidate's own work and there must be no plagiarism. No lengthy extracts from the legislation may be included, as this uses valuable word count and will lose marks.

No individual, local authority or business must be named in the case study unless it is referencing relevant case law. **Any personal data must be redacted in accordance with general data protection rules.**

Example case study

Title

Inspection of a manufacturer who places calf milk replacer on the market and the challenges with labelling once-a-day feeding products.

Introduction

Include an overview of the inspection at the manufacturer's and include the copy of the inspection report as an appendix.

Cover the areas inspected as part of the Annex II requirements for assimilated Regulation (EC) No 1831/2003. Focus on the labelling of the product being placed on the market, particularly the requirements of assimilated Regulation (EC) No 178/2002 *laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety* and assimilated Regulation (EC) No 767/2009, with reference to Article 4 of AL 767/2009 and what this means with regard to the safety and marketing requirements of the feed.

Main body

Include reference to the relevant aspects of the legislation. What are the responsibilities of a FeBO with regard to placing once-a-day feed products on the market? What direction has been given from the EU about the interpretation of the law for feeding calves, along with the policy requirements from FSA / Defra.

What is the legal definition / requirement of 'once a day feeding'? Discuss the challenges around enforcing this element of the regulation and the requirements for labels / labelling. Discuss the scope of the legislation and whether the product seen is placed on the market in accordance with the law.

Discuss the key areas of the law and the emphasis on words and any claims that are made. How have they or how can they be substantiated?

Discuss the domestic legislation available for enforcement where a business fails to comply with the law. This should include the burden of proof required for a criminal prosecution and other sanctions available.

Discuss the types of sanctions that may influence compliance and reduce the number offences being committed.

Conclusion

Draw conclusions from the case study. Do not introduce anything new into the conclusion; this should be a reflection on the elements already referenced in the main body of the text.

Appendices

Include any relevant documents that are being included as an appendix. This must include the sanitised inspection report for the feed business.

The above example may not be used for your coursework submission.