**Food Standards Scotland - Draft scallop guidance**

Consultation Feedback Questionnaire

We would be interested in what you thought of this consultation package. We would be grateful if you could spend a few minutes to complete the following questionnaire and return it even if you do not intend to respond to the consultation itself. Please return the questionnaire no later than **12 May 2016** to:

**Karen McCallum-Smith**

**Food Standards Scotland**

**Head of Private Office**

**Pilgrim House, Old Ford Road, Aberdeen, AB11 5RL**

**01224 285133**

**07866 796697**

**openness@fss.scot**

**1. How did you become aware of this consultation exercise?**

Our consultation list included your/your organisation’s name……… [ ]

 Other publication (please specify title)…………………………………… [ ]

Other means (please specify)……………………………………………… [ ]

**2. If you / your organisation are / is not responding to the consultation, is it because:**

You are not working on this subject area…………………………………… [ ]

 The consultation topic is not relevant to you……….……………………… [ ]

You do not have the time / resources to reply.…………………………… [ ]

Other reason (please specify) ……………………………………………… [ ]

 **3. Do you feel you were given enough time to respond to the issues / proposals in the consultation?**

 YES [ ]

 NO [ ]

**4. Were the issues / proposals clearly set out and easy to understand?**

YES [ ]

 NO [ ]

**5. Do you have any suggestions on how the consultation package could have been improved?**

**6. Do you have any other comments about this consultation exercise?**

(Please continue overleaf if required)

**7. If you received this consultation direct, were the contact and address details correct?** If not please kindly provide the correct contact details for us to use in the future.

**8. Do you still wish to remain on our consultation list?**

YES [ ]

 NO [ ]

**9. Are there any other subject areas on which you would be interested in receiving future consultations?**

If yes please give details of the areas you interested in ?

Personal details:

Name / Company Name : ……………………………………………………….

Address : ……………………………………………………………………………

Contact Telephone No:…………………………………………………………….

Contact Email Address: ……………………………………………………………

THANK YOU FOR TAKING THE TIME TO COMPLETE AND RETURN THIS FEEDBACK QUESTIONNAIRE

 **Publication of Personal Data**

Please note that Food Standards Scotland may publish details that you supply in legitimate pursuit of the functions of the organisation.

As the publication of responses in full may include personal data (such as your full name and contact address details), would you please let us know if you object to us using this information.

Please tick the box below, complete the relevant details and return this form (together with your response) to indicate your objection.

|  |  |
| --- | --- |
|  |  I **do not** agree to the publication of my personal details.  |

**\* If no objection is received we will assume that you consent to full disclosure of your personal details and these may be published.**

|  |  |
| --- | --- |
| Full Name |  |
|  |  |
| Full postal address |  |

To comply with the *Data Protection Act 1998*, it is essential that we keep our records up to date. Would you therefore please inform us if your personal details change in any way.

|  |  |
| --- | --- |
| This form has been issued by: | Food Standards Scotland |
|  |  |
| If you have any queries, please contact: | openness@fss.scotPrivate office, Pilgrim House, Old Ford Road, Aberdeen, AB11 5RL |

*General information about the most recent Data Protection Act can be viewed at* <https://www.gov.uk/data-protection>