



## Notes for Guidance for Completion of TRACES EXA31(Equidae) Application for Veterinary Health Certification for the Export of: Equidae to Member States of the European Union

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### General Guidance

1. Complete the TRACES EXA31 in black ink using block letters.
2. The completed application form should be returned to Centre for International Trade - Carlisle (CITC), address below, either by post, fax or email. Emailed application forms must still contain a signature in the Exporter/Agent declaration section. If your application is submitted by fax or email an original copy by post will not be required.

Centre for International Trade - Carlisle  
Animal and Plant Health Agency  
Eden Bridge House  
Lowther Street  
Carlisle  
CA3 8DX  
Tel: 03000 200 301  
Fax: 0208 0260 498

Email: [EquineExportsCarlisle@apha.gsi.gov.uk](mailto:EquineExportsCarlisle@apha.gsi.gov.uk)

3. ITAHC generated by the TRACES relates to Intra-Community trade in animals and products referred to in Annex 1 of the TRACES Guidance Notes for Exporters and Certifying Veterinarians.
4. The signed ITAHC is valid for ten days from the date of the veterinary inspection carried out prior to dispatch.
5. The ITAHC is valid for only one species or one type of product at a time.
6. The completed and signed original of the ITAHC must accompany the consignment to its final destination.
7. The holding or establishment of dispatch must keep a copy of the signed ITAHC for at least three years.
8. An ITAHC can be drawn up only for a single consignment i.e. animals/products which are to be transported in the same railway wagon, truck/lorry, aircraft or boat/ship, which originate from the same holding and which are being sent to the same consignee.

### Specific Guidance

- Box I.1. Consignor:**  
Give the name and address of the person dispatching the consignment.
- Box I.2. Certificate reference number:**  
(for office use only)
- Box I.2.a. Local reference number:**  
(for office use only)
- Box I.3. Central competent authority:**  
(for office use only)

**Box I.4. Competent local authority:**

Enter CITC.

**Box I.5. Consignee:**

Give the name and address of the person responsible for receiving the consignment in the country of destination.

**Box I.6. Numbers of Related original certificates:**

Original Certificates: only concerns those animals passing through an assembly centre. Give the reference number of each certificate making up the new consignment.

Accompanying documents: in the case of equidae and animals listed in the Washington Convention on protected species and products thereof, more commonly known as CITES. For equidae and animals listed in the Washington Convention on protected species give the passport or CITES permit number as appropriate.

**Box I.7. Dealer:**

N/A for equidae exports.

**Box I.8. Country of origin:**

Give the name of the country from which the animals or products originate.

**Box I.9. Region of origin:**

N/A for equidae exports.

**Box I.10. Country of destination:**

Give the name of the country to which the animals are destined.

**Box I.11. Region of destination:**

N/A for equidae exports.

**Box I.12. Place of origin/place of harvest:**

Place in which the animals originate. Tick one of the listed options as appropriate and give the name, address and approval/registration number of the premises as appropriate:

Approved body: officially approved body, institute or centre as defined in Article 2(l)(c) of Directive 92/65/EEC, and in particular approved zoos and research centres.

**Box I.13. Place of destination:**

place to where the animals or products are being taken for final unloading (i.e. not counting staging points). Tick one of the listed options as appropriate and give the name, address and approval/registration number of the premises as appropriate. (See also **Box I.12** above.)

**Box I.14. Place of loading:**

Only concerns animals: give the town and postal code of the place where the animals are loaded.

**Box I.15. Date and time of departure:**

Concerns animals only: give the date and time when animals are expected to leave.

**Box I.16. Means of transport:**

Provide details of the means of transport by ticking the appropriate option as per the list below:

Aeroplane – for journeys by aeroplane only.

Ship – for journeys by sea vessel only.

Railway wagon – for journeys by railway wagon only.

Road vehicle – for journeys by road vehicle only.

Ship/Road vehicle – for journeys by road vehicle and sea vessel.

Ship/Railway wagon – for journeys by railway wagon and sea vessel.

Other – for journeys by modes of transport not covered by Directive 91/628/EEC (concerning the welfare of animals during transport).

**Box I.I 7. Transporter:**

Only concerns live animals.

Provide details of the Commercial or Private transporter who will be transporting the animals from the premises of loading to the premises of destination including any applicable transporter approval number.

Additionally, if known at point of application, provide details of the vehicle identification or registration number to be used for the journey as applicable below:

Aeroplane – provide details of flight number.

Ship – provide name of the sea vessel.

Railway wagon – provide number of the train and the wagon.

Road vehicle – provide registration number of the road vehicle and the number of the trailer where used.

Ship/Road vehicle – provide name of the sea vessel and registration number of the road vehicle and the number of the trailer where used.

Ship/Railway wagon – provide name of the sea vessel and number of the train and the wagon.

'Other' means modes of transport not covered by Directive 91/628/EEC (concerning the welfare of animals during transport).

**Box I.18. Animal species/products:**

State the species of animal.

**Box I.19. CN code: (if known)**

Enter commodity code 0101 for all species of equidae except zebra's commodity code 0106 19 00.

**Box I.20. Number/quantity:**

Give the number of animals expressed as units.

**Box I.21. Temperature of products:**

N/A for equidae exports.

**Box I.22. Number of packages:**

N/A for equidae exports.

**Box I.23. Identification of container/Seal number**

N/A for equidae exports.

**Box I.24. Type of packaging:**

N/A for equidae exports.

**Box I.25. Animals certified as/products certified for:**

Indicate the category of the animals or the intended use of animals or products being dispatched by circling the relevant option.

Registered equidae: in accordance with Directive 90/426/EEC. **Note - to return to their Member State of origin or move to another Member State from Great Britain, registered horses will in addition to their passports only need an unexpired Intra Trade Animal Health Certificate (ITAHC) in accordance with the model at Annex B of Council directive 90/426/EEC or a health attestation in accordance with Annex B, which is valid for movement within 10 days of signature by an Official Veterinarian (OV). However, if such an ITAHC(B) or health attestation document has expired whilst the registered horse has been in Great Britain, a new ITAHC(B) must be issued prior to any movement. In such instances a TRACES EXA31 application form should be completed accordingly.**

Non-registered equidae:

Breeding: for animals for breeding and production.

Slaughter: for animals destined for a slaughterhouse.

Approved body: a body, institute or centre officially approved under Directive 92/65/EEC.

Pets: animals (other than livestock, horses or poultry) often kept as pets which are to be the subject of a commercial transaction.

Other: intended for purposes not listed elsewhere in this classification.

**Box I.25.a. For registered equidae only**

Answer 'yes' or 'no' as to whether the registered equidae were imported into Great Britain during the past ten days from an EU Member State.

If you have answered 'yes' please complete section I.25.b.

If you have answered 'no' please go to section I.26.

**Box I.25.b. For registered equidae only**

Answer 'yes' or 'no' as to whether the ITAHC or health attestation in accordance with the model at Annex B of Council directive 90/426/EEC is still valid for return travel to your originating or another EU Member State.

If your ITAHC or Annex B was signed less than ten days ago it is still valid and you should circle 'yes'. This means you do not need to continue to apply for a new ITAHC or obtain a new Annex B health attestation and your return journey can be made on your original documentation.

If your ITAHC or Annex B was signed more than ten days ago it is no longer valid and you should circle 'no'. This means you will need to apply for an ITAHC for your return journey. Complete the ITAHC number and date of ITAHC signature, as appropriate, and continue to complete and submit the TRACES EXA31 application.

**Box I.26. Transit through a third country:**

Give the name of the third country and its exit point, and the border inspection post of entry of the commodity into the European Union.

**Box I.27. Transit through Member States:**

Give the name of EU/EEA countries transited by the consignment.

**Box I.28. Export:**

Only concerns consignments destined for unloading in countries outside the EU/EEA. Give the exit point from the EU/EEA.

**Box I.29. Estimated journey time:**

Only concerns animals, give the estimated time required under Directive 91/628/EEC.

**Box I.30. Journey log:**

State whether there is a journey log.

**Box I.31. Identification of animals/products:**

In the case of consignments of more than ten animals use additional schedules. Examples of additional schedules can be found at Appendix A of the TRACES EXA31 (Equidae).

Include the information below when completing this section:

**Registered Equidae:** passport number.

**Non-registered equidae:** species (horse, ass, mule, hinny); breed; age; sex; passport number; given name of the equidae.

**Box I.32. Name of Equidae**

Enter the given name of the equidae.

**Box I.33. Nomination of Veterinary Surgeon:**

It is important to give the full name, address and postcode of the nominated Veterinary Surgeon (VS) this is where the ITAHC will be sent for completion. The ITAHC will only be sent to the exporter or agent in special circumstances and with agreement from the issuing Animal and Plant Health Agency (APHA) office.

The ITAHC and associated export documentation can now be sent to your nominated VS by encrypted email. This will only be done with prior consent from your VS. Check with your VS if they would like to receive your ITAHC and associated export documentation by this method. The email address will be verified with your nominated VS before any documentation is sent by this method.

**For consignments that are required to travel with an accompanying Journey Log, the ITAHC and associated export documentation will not be sent by email to your nominated VS. This is due to the Journey Log requiring an original signature, date and stamp in any colour other than black to legalise the document.**

**Box I.34. Declaration by the exporter/agent:**

Read the declaration statement and then complete the declaration section as follows:

Tick - exporter or agent as appropriate.

Sign application form.

Print name in BLOCK letters.

Insert date.

Insert address, postcode, telephone number, fax number if applicable (if you do not have a fax number enter N/A) and email address (if you do not have an email address enter N/A).

APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency to safeguard animal and plant health for the benefit of people, the environment and the economy.