

**NOTES FOR THE GUIDANCE OF THE OFFICIAL VETERINARIAN AND EXPORTER**

**In relation to 8612EHC titled:  
EXPORT OF FISH AND FISHERY PRODUCTS TO INDONESIA**

**Associated Documents: 8612EHC**

**1. IMPORTANT**

**These notes provide guidance to Certifying Officers and exporters. This NFG should not be read as a standalone document but in conjunction with certificate 8612EHC. We strongly suggest that exporters obtain full details of the importing country's requirements from the veterinary authorities in the country concerned, or their representatives in the UK, in advance of each consignment.**

**2. SCOPE OF THE CERTIFICATE**

Export health certificate 8612EHC may be used for the export of fish and fishery products for human consumption, and fish by-products not intended for human consumption, to Indonesia from the UK.

**NOTE:** Exporters may be able to obtain an alternative certificate with wording equivalent to the 8612EHC through their Local Authority. Whether an exporter chooses to use the 8612EHC or an equivalently worded certificate is a commercial decision, although it is expected that this decision will be informed by advice from their importer or other contacts in Indonesia.

The structure and content of the certificate is determined by legislation laid down by the Indonesian authorities and cannot be amended by Defra or its agencies.

**3. CERTIFICATION BY A CERTIFYING OFFICER (CO)**

Depending on the commodity being certified this certificate may be signed by a Food Competent Certifying Officer (FCCO) for POAO, or an Official Veterinarian (OV) designated by the APHA on behalf of the Department for Environment, Food and Rural Affairs, the Scottish Government, or the Welsh Government for POAO or ABP. OVs must hold the Official Controls Qualification (Veterinary) Products (OCQ(V)PX).

In NI an Authorised Veterinary Certifying Officer (AVI) or FCCO appointed or designated respectively by the Department of Agriculture, Environment and Rural Affairs, Northern Ireland (DAERA), may issue this certificate.

COs should sign and stamp the health certificate with their personal official stamp using a permanent ink in any colour **OTHER THAN** that in which the certificate is printed.

A certified copy of the completed certificate must be sent to the Animal and Plant Health Agency (APHA), Specialist Service Centre for International Trade, Carlisle, or to DAERA, within seven days of issue.

The CO should keep a copy for his/her own records.

**4. COMPLETION OF TABLE 1 - DESCRIPTION OF THE FISH AND FISHERY PRODUCTS**

This table should be completed with the details of the fish or fishery product/by-product, including the common and scientific name of the species from which the product is derived. Descriptions of HS codes can be found at <https://www.gov.uk/trade-tariff> .

5. **COMPLETION OF PART I – DETAILS OF DESPATCHED CONSIGNMENT:**

**I. Certificate Number:** The certificate number should be entered here.

**I.2a Competent Authority:** Prefilled with 'Defra'.

**I.2b Local Competent Authority:** Enter 'APHA' followed by the regional APHA office name (for OVs) or the LA name (for FCCOs) responsible for the exporting establishment. COs in NI should insert 'DAERA'.

**I.3** The name and address of the recipient should be entered here.

**I.4** Enter establishment details here, including UK approval number.

**I.5** Where the fish originate in a UK establishment or if all of the secondary processing takes place in the UK but the fresh fish originate elsewhere (subject to the UK's import controls), state 'United Kingdom'.

Where the fishery products originate outside the UK and are only stored in the UK, state the country of origin. In such cases, official import documentation should be checked, and a copy retained as supporting evidence of importation in compliance with GB import controls.

**I.6** Tick the appropriate box according to the source of the fish from which the commodity was produced.

**I.7** The port of embarkation should be entered.

**I.8** Tick the appropriate box for means of transport.

If the means of transport changes after the certificate has been signed, the consignor must inform the officials at the intended point of entry.

**I.9** Enter a brief technical description of the product, avoiding brand names. Specify the **appearance** and **main characteristics** of the commodity(ies) (eg: head on / head off / fillet / smoked / dried / salted / coated etc., as indicated on the invoice

**I.10** Tick the appropriate box according to the product temperature

**I.11** Tick the appropriate box according to the intended end use.

**I.12** Enter the total number of packages, associated batch numbers and packages per batch.

**I.13** Enter the type of packaging

**I.14** Enter total gross and net weight of consignment in Kg

**I.15** Where goods are shipped in an international shipping container, the container number must be entered. If and when the importing country or importer requires a seal on the container, the seal number should be added.

A consignment is certified for export with one EHC. The consignment may be transported in multiple containers but must be in transit in the same means of transport at the same time. A consignment can

share a container with other consignments.

Sealing and seal numbers must be witnessed by or evidenced to the satisfaction of the Certifying Officer.

- I.16** The exporter must advise the CO of the point of entry into the destination country, and this should be entered on the certificate.
- I.17** Enter the details of the transportation including vessel identification and voyage number.
- I.18** Enter the date of departure. This should be no earlier than the date of certification.
- I.19** This relates to the laboratory testing requirements of paragraph **II.c**. The details of the laboratory, the test result reference number(s) and the name of the laboratory representative authorising or endorsing the results must be entered here. It may be necessary to use a separate schedule to provide full information regarding the laboratory testing. The schedule must, as a minimum, contain the same information as that required in box **I.19** this box must be annotated "See Attached Schedule".

Each page of the schedule must bear a page number and the health certificate reference number and be signed, dated, and stamped by the CO.

The schedule must be stapled inside the health certificate and the CO should "fan" and stamp over the pages of the schedule and certificate. The top stapled corner of the schedule and certificate should be folded over and stamped also.

## **5. COMPLETION OF PART II - HEALTH INFORMATION**

Taking into consideration the additional guidance below, the health information may be certified on the basis of the CO's familiarity with the sourcing, processing, handling and storage arrangements in place at the processing establishment and/or examination of relevant records and documentation including, but not limited to, HACCP documents and applicable laboratory test results.

### **II - product type**

The correct product type should be ticked here.

#### **II.a - Establishment approval**

The CO should ensure that this paragraph correctly reflects the nature of the consignment by striking through the phrase which does not apply in the usual manner.

This paragraph may be certified on the basis that the product was processed, inspected and graded in a suitably approved or registered establishment/s.

**For products intended for human consumption**, this means approval or registration in accordance with the **Food Safety and Hygiene (England) Regulations 2013** (as amended) or with parallel legislation in force in Scotland, Wales and Northern Ireland. These statutory instruments currently enforce and implement the principles and controls laid down under the **retained EU food hygiene package** which includes the retained Regulations (EC) 852/2004 and 853/2004.

**For products which are not intended for human consumption**, ie animal by-products, this means approval in accordance with **Animal By-Products (Enforcement) (England) Regulations 2013** (as amended) or with parallel legislation in force in Scotland, Wales and Northern Ireland. These statutory instruments currently enforce and implement the principles and controls laid down under the **retained Regulation (EC) 1069/2009**.

In the case of product or commodity of non-UK origin, suitable approval or registration may be confirmed on the basis of the official certification or documentation which accompanied the product or commodity into the UK.

#### **II.b - HACCP and sanitary programme**

The Certifying Officer should certify this paragraph based on their knowledge of the aquaculture or processing plant and on sight of any evidence deemed necessary, including but not limited to HACCP documents. The Certifying Officer must familiarise themselves with the relevant codex requirements to ensure that these are met.

#### **II.c(i - v) - Laboratory testing**

The CO should ensure that this paragraph correctly reflects the nature of the consignment by striking through the phrases which do not apply in the usual manner.

Paragraphs **II.c i** to **v** (inclusive) require that the product or commodity has been tested, with satisfactory results, for the presence of the pathogens responsible for the specified aquatic animal diseases relevant for the consignment. Although not specifically requested, it is advisable for copies of the test results to accompany the consignment or be otherwise available for inspection by the importing authorities.

The tests used must have been those detailed in WOAHA's Manual of Diagnostic Tests for Aquatic Animals, as published at:

<https://www.woah.org/en/what-we-do/standards/codes-and-manuals/aquatic-manual-online-access/>

More information about each WOAHA listed aquatic disease, including the susceptible species, can be found in WOAHA's Aquatic Animal Health Code, published at:

<https://www.woah.org/en/what-we-do/standards/codes-and-manuals/aquatic-code-online-access/>

Details of these tests including the laboratory and test result number should be entered at **box I.19**.

#### **II.c(vi) - No visible/clinical signs of disease**

This paragraph may be certified on the basis of the CO's familiarity with the sourcing arrangements at the establishment responsible for producing the product or commodity, and on any further inspection the CO performs on the commodity. This paragraph may be supported as necessary by reference to suitably worded official statements and/or commercial declarations.

#### **II.d - Sanitary and leakproof containers**

This paragraph may be certified on the basis of the CO's inspection of, or familiarity with, the shipping containers or holding units used for export.

#### **II.e - Non-edible products**

Note that there is no provision for this paragraph to be deleted, so no attempt should be made to strikethrough the text if this does not apply to the consignment being certified.

The phrase 'non-edible' refers to products not intended for human consumption. Exporters are advised to verify, via their contacts in the importing country, whether their consignment is or is not considered to be a 'non-edible product'.

This paragraph may be certified on the basis of the certifying officer's familiarity with the handling, preparation, storage and transport procedures at the production or processing plant, and on sight of any evidence deemed necessary to certify this clause.

**6. SUPPORTING DECLARATIONS**

Where declarations are relied upon to support the completion of this certificate, these must be signed by someone who has knowledge of and responsibility for the relevant parts of the production process and/or declared intended use. The managing director (or equivalent) of the company should provide a letter giving the name(s) and job title(s) of those authorised to give the declaration and the basis on which the declaration is made.

The declaration should include a clause indicating that the signatory is aware that making a false declaration is an offence and that he/she accepts full responsibility if any problems arise with the export should there be any dispute relating to the matters being declared.

Where possible, supporting evidence should be called for and put on file.

**7. DISCLAIMER**

This certificate is provided on the basis of information available at the time and may not necessarily comply fully with the requirements of the importing country. It is the exporter's responsibility to check the certificate against any relevant import permit or any advice provided by the competent authority in the importing country.

If these do not match, the exporter should contact the APHA Centre for International Trade (CIT) - Exports in Carlisle, via the link below:

<http://www.gov.uk/government/organisations/animal-and-plant-health-agency/about/access-and-opening#centre-for-international-trade-carlisle>

In Northern Ireland, contact the DAERA trade administration team:

e-mail - tradeadminpost@daera-ni.gov.uk

Phone - 0289 0520989