

NOTES FOR THE GUIDANCE OF THE OFFICIAL VETERINARIAN AND EXPORTER

In relation to 7165EHC titled:

VETERINARY INSPECTION CERTIFICATE FOR THE EXPORT OF CULTURE MEDIA CONTAINING ANIMAL-DERIVED MATERIALS TO AUSTRALIA

Associated Documents: 7165EHC

IMPORTANT

These notes provide guidance to Official Veterinarians (OV) and exporters. The NFG should not be read as a standalone document but always in conjunction with certificate 7165EHC. 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.

SCOPE OF THE CERTIFICATE

Certificate 7165EHC operates as a support document, enabling the export of culture media containing animal-derived materials from the UK to Australia. The 7165EHC is valid for six months and confirms that the manufacturing facility has been satisfactorily audited by an OV in accordance with the requirements stipulated in a valid import permit issued by the Australian authorities.

In accordance with the import permit, the completed certificate does not need to cross-refer to a specific consignment and the exporter must send the **original** signed 7165EHC to the Australian importer, who must in turn make the document available for inspection by Australian Government officials as necessary.

The exporter must therefore ensure that they **retain a copy of the signed 7165EHC** so that they can produce additional copies to accompany each consignment being exported during validity period of the signed 7165EHC.

Note: in some cases, it may be necessary for an equivalent veterinary assurance to be given to the Australian authorities before an import permit will be issued. In such cases a **7165DEC** form may be completed by the certifying OV to support an import permit application. A blank **7165DEC** form may be obtained from APHA CIT or DAERA.

1. CERTIFICATION BY AN OFFICIAL VETERINARIAN

This certificate may be signed by an OV appointed by the Department for Environment, Food and Rural Affairs, the Scottish Government, Welsh Government or the Department of Agriculture, Environment and Rural Affairs (DAERA) Northern Ireland, who is on the appropriate panel for export purposes or who holds the appropriate Official Controls Qualification (Veterinary) (OCQ(V)) authorisation.

OVs must sign and stamp the health certificate with the OV stamp in any ink colour **OTHER THAN BLACK**.

Certified Copy Requirements - England, Wales and Scotland

Guidance concerning return of certified copies of EHCs has changed and only specific certified copies are required to be returned to the APHA. Certifying OVs must return a certified copy of EHCs only for the following EHC types:

- if the exported commodity is cattle, pigs, sheep, goats or camelids;
- if the certificate was applied for manually and the application documents have been emailed to APHA and not applied for via the Exports Health Certificates Online (EHCO) system.

Certified copies should be emailed on the day of signature to the Centre for International Trade Carlisle (CITC) at the following address: certifiedcopies@apha.gov.uk.

For certificates that have been issued to the Certifying OV via the EHC system, the Certifying OV must complete the certifier portal with the status of the certificate and the date of signature.

A copy of all EHCs and supporting documentation certified must be retained for two years.

Certifying OVs are not required to return certified copies of other EHCs issued, however CITC may request certified copies of EHCs and supporting documentation in order to complete Quality Assurance checks or if an issue arises with the consignment after certification.

DAERA Export Health Certificates: Provision of certified copies

aPVPs certifying DECOL produced Export Health Certificates must return a legible, scanned copy of the final EHC to the relevant DAERA Processing Office within 1 working day of signing.

Good quality photographic copies will be accepted by the department, where obtaining a scanned copy is not feasible - for example, where 'on site' certification is undertaken and scanning facilities are not available.

For record purposes, a copy of the final Export Health Certificate and associated Support documents should be retained by the aPVP for a period of 2 years from the date of certification.

The Department will carry out periodic audits of all aspects of export certification to ensure that a high standard of certification is being maintained.

2. CONFIRMATION OF AUDIT

Paragraph II(a) requires the date of the audit to be "*within 6 months of the date of this consignment of culture media being exported to Australia*".

The exporter must therefore ensure that this is the case each time a copy of the completed 7165EHC is used to accompany a consignment.

Paragraphs II(a), II(b) and II(c) may be certified on the basis of an audit of the manufacturing facility by the certifying OV, which confirms that the relevant conditions of the import permit have been met. The OV must also be satisfied that mechanisms are in place at the facility to enable continual compliance with Australia's requirements with respect to the products covered by the import permit.

The OV should refer to the import permit for specific information regarding the acceptable countries of origin and appropriate segregation of the animal materials used in the manufacture of the culture media intended for export.

In verifying compliance with the import permit, the OV should make use of all appropriate evidence available, including physical inspection, official and commercial documentation, manufacturing records, delivery documents etc.

The OV is advised to prepare a report of the audit, including the evidence upon which their decision was based. Copies of the relevant documentation must be retained for at least two years.

3. PERIOD OF VALIDITY

Paragraph II(e) refers. The import permit specifies the maximum

validity period of the signed certificate (**currently 6 months from the date the audit took place**) and requires that product must be dispatched within the validity period. The expiry date should be entered in the space provided in accordance with the import permit.

If at any time during the validity of the certificate the OV has any reason to suspect that the conditions of the original audit are not being continually complied with, he/she must inform the APHA Centre for International Trade in Carlisle who will determine if the Australian authorities need to be informed.

4. 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.

5. 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, Carlisle or DAERA, via the link or e-mail address below:

<https://www.gov.uk/guidance/contact-apha>

DAERA - Email: vs.implementation@daera-ni.gov.uk