No: .....

NOTES FOR THE GUIDANCE OF THE OFFICIAL VETERINARIAN AND EXPORTER

In relation to 8193EHC titled:
EXPORT TO AUSTRALIA OF HUMAN THERAPEUTIC PRODUCTS CONTAINING INGREDIENTS OF ANIMAL ORIGIN

Associated Documents: 8193EHC

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 8193EHC.
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.

1. Scope

This certificate may be used for the export to Australia of products that are intended for human therapeutic use and which include ingredients of animal origin.

It is expected that an **import permit** issued by, for example, Australia's Department of Agriculture and Water Resource, will need to be in place before exporting. The number of the import permit should be entered into the appropriate space on the front page of this certificate.

The import permit may also include requirements which are outside the scope of this certificate, such as the need for specific manufacturer's declarations or labelling requirements. The exporter is responsible for ensuring that the necessary steps have been taken to satisfy any relevant additional requirements of the import permit.

2. Certification by an Official Veterinarian (OV)

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 should sign and stamp the health certificate with the OVstamp in any 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 EHCO 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
Authorised Private Veterinary Practitioners (aPVPs) certifying DAERA Export Certification On-Line (DECOL) produced EHCs 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.

3. Paragraph I(a) – Description of the products
The description of the products should include references to the product as described in the import permit to show a direct correlation with the conditions of the import permit. If brand names are given then these should be supplemented with more generic terms to clarify the nature of the product.

4. Paragraph IV – Health information
The health information may be certified on the basis of the following specific guidance in conjunction with the RCVS Principles of Certification. OVs should develop due familiarity with the sourcing, procurement, segregation, processing, handling and storage arrangements in place at the establishment. This should be supported as necessary by physical inspection and by examination of relevant documentation or other records including commercial documentation, veterinary statements, laboratory analysis and valid declarations.

(a) **Paragraph IV(a) – Non-highly refined animal-derived ingredients**
The first part of this paragraph must be completed with the relevant details as set out in the import permit for the specific product being exported. After completion, any blank spaces should be deleted with diagonal lines.

The certifying OV should ensure that only substances allowed for in the import permit are entered in the space provided.

The completed paragraph may be certified on the basis of the certifying OV's knowledge of the product and its formulation.

(b) **Paragraph IV(a) – Country or countries of origin**
The second part of this paragraph must be completed with the relevant country or countries as allowed for in the import permit for the specific product being exported. This part may be completed with either only those countries relevant to the substances present in the consignment or completed with all of the permitted countries. After completion, any blank spaces should be deleted with diagonal lines.

The certifying OV should make due enquiry, including examination of veterinary certification or importer declarations used to bring the material into the UK, to confirm that the 'non-highly refined organic animal-derived substances' being certified only originated from countries allowed for in the import permit.

5. 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.

6. 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