

NOTES FOR THE GUIDANCE OF THE OFFICIAL VETERINARIAN AND EXPORTER

In relation to 8953 EHC titled:
EXPORT TO CANADA OF MILK AND MILK PRODUCTS NOT INTENDED FOR HUMAN CONSUMPTION

Associated Documents: 8953 EHC

IMPORTANT

These notes provide guidance to Official Veterinarians (OV) and exporters. The NFG should have been issued to you together with export certificate 8953 EHC. The NFG should not be read as a standalone document but in conjunction with certificate 8953 EHC. 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 OF THE CERTIFICATE

This certificate may be used for the export of milk and milk products not intended for human consumption to Canada.

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 (DEFRA), 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/AVIs should sign and stamp the health certificate with the OV/AVI stamp in any colour **OTHER THAN BLACK**.

Certified Copy Requirements

Certifiers are only required to return a certified copy of the Export Health Certificate (EHC) for the following EHC types:

If the commodity is cattle, pigs, sheep, goats or camelids EHC's where the certifier cannot submit certifier feedback

If you are required to return a certified copy to CITC, email a scanned copy to certifiedcopies@apha.gov.uk.

Retain a copy of all EHCs and supporting documentation certified for two years.

Certifiers 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 copies of issued certificates

Authorised Private Veterinary Practitioners (aPVPs) certifying DAERA Export Certification System (DECS) produced EHCs must upload a legible scanned copy of the signed EHC to the DECS system (via AVP Portal or DECS Export Application notification email link, as appropriate) within 7 working days 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. COMPLETION OF PART I - DETAILS OF DESPATCHED CONSIGNMENT

I.3 - Central Competent Authority

This should be completed with "Defra".

I.4 - Local Competent Authority

For exports from Great Britain, this should be completed with "Animal and Plant Health Agency" or "APHA".

For exports from Northern Ireland, this should be completed with "Department of Agriculture, Environment and Rural Affairs" or "DAERA".

I.6 - Related certificates and accompanying documents

Please list any related certificates and accompanying documents required to be seen by Canadian import authorities.

This should include a zoosanitary export certificate (copy or original), issued by the official veterinary services of the country of origin, certifying that the products originate from a country or zone designated free by Canada from foot and mouth disease.

I.7 and I.9 - Country ISO Codes

ISO 3166 is the commonly accepted International Standard for country codes. This is usually the two-letter [Alpha-2 code](#).

The ISO Code for the country of origin should be entered in **Box I.7**.

The ISO Code for Canada is "CA" and this should be entered at **Box I.9**.

I.8 - Region of Origin

This paragraph may usually be struck through.

However, if the country of origin and the product fall within the scope of emergency disease control legislation laid down by the importing authorities then this paragraph should be completed with the appropriate region name and code if these are specified under such emergency legislation.

In these cases, Animal and Plant Health Agency (APHA) Centre for International Trade (CIT) in Carlisle or DAERA in Northern Ireland should be consulted for further specific guidance.

I.10 - intentionally struck through.

I.11 - Place of origin

This refers to the facility that processed the product or by-product in the country of origin.

I.12 - Place of destination

This should be completed with the name, address and postal code of the final destination in Canada.

I.13 - Place of loading

The place of loading or the point of embarkation must be entered.

I.14 - Date of departure

The date of departure must be entered. The standard date format in Canada is YYYY/MM/DD.

I.15 - Means of transport

The means of transport i.e. aeroplane, ship, railway wagon, road vehicle must be indicated.

The option 'Other' is not applicable to the movement of products and should not be selected.

The flight number, name of the vessel, the train number and rail car or the number plate of the road vehicle should be entered as the means of identification as appropriate. OVs should take into account the notes in the certificate.

If the means of transport changes after the certificate has been signed, the consignor must inform the officials at the intended point of entry. This includes providing information in the event of unloading and reloading..

I.16 - Entry Border Control Post

The exporter must advise the OV of the Border Control Post of entry into the destination country and this must be entered.

I.17 - intentionally struck through.

I.18 - Temperature of product

Indicate whether the transport/storage temperature is ambient, chilled or frozen.

I.19 - Weight

Insert the total gross and net weights in Kg.

I.20 - Number of packages

Insert the number of packages in the consignment.

I.21 - Seal/container No.

The seal or container number of the consignment should be entered here.

I.22 - intentionally struck through.

I.23 - For export

This box should be automatically ticked to confirm that this is an export from the UK.

I.24 - Identification of the commodities

'Custom code' refers to the HS code. The Harmonised System (HS) Code is a commodity classification system used as a basis for customs tariffs and for international trade statistics.

The most appropriate HS Code should be entered in **Box I.19**.

Further information on HS Codes can be found online at:
<https://www.gov.uk/trade-tariff/sections>

Note: The exporter is responsible for confirming that the HS code used is acceptable to the importing authorities, and the OV should confirm with the exporter that the HS Code used appropriately describes the products being consigned.

Give the identification of the commodities making up the consignment, including the species, slaughterhouse/manufacturing plants of origin, type of package, net weight and batch number.

List the manufacturing plant(s) of the products making up the consignment with their approval number (s) (ensuring that the information given matches that given for **paragraph I.11**. above), batch number(s) and net weight(s).

4. PART II - Certification

II.1 - Freedom from foot and mouth disease

This paragraph may certified based on sight of a zoosanitary export certificate (copy or original), issued by the official veterinary services of the country of origin, certifying that the products originate from a country or zone designated free by Canada from foot and mouth disease. This certificate must go attached to the EHC.

Certifying officers may wish to cross reference with the Canadian classification of countries by disease status, which is accessible online at the link here: [Animal health status by country - inspection.canada.ca](https://inspection.canada.ca).

II.2 - Import from country of origin

This paragraph may be certified based on the aforementioned attached export certificate from the country of origin. Certifying officers should complete this paragraph with the country of origin and any identifying numbers of the aforementioned certificate.

II.3 and 4 - Status of the product in the UK

This paragraph may be certified based on the certifying officer's knowledge of and familiarity with the storage and processing, or lack thereof, of the product in the UK, and on sight of any supporting documents as deemed necessary by the certifying officer.

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. For best practice supporting declarations should

be dated with a date close to the date of certification.

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 and these notes are 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) - Carlisle, via the link below:

<https://www.gov.uk/government/organisations/animal-and-plant-health-agency/about/access-and-opening#customer-service-centres-csc>

In Northern Ireland, please contact the DAERA trade administration team at DAERAttradeexports@daera-ni.gov.uk