

Guidance for completing a Health Certificate for Exports of Fishery Products intended for Human Consumption

Certificate Number 8270

SCOPE OF THE CERTIFICATE

This Export Health Certificate (EHC) should only be used for exports to the European Union (EU). This certificate may be used for export to the EU of fishery products intended for human consumption. 'Fishery products' means all seawater or freshwater animals (except for live bivalve molluscs, live echinoderms, live tunicates and live marine gastropods, and all mammals, reptiles and frogs) whether wild or farmed and including all edible forms, parts and products of such animals. (Live Bivalve Molluscs (LBM), tunicates and gastropods have a separate dedicated certificate – No. 8249).

IMPORTANT

This guidance is aimed at helping you complete the electronic application for an EHC. It should be read in conjunction with the 'Application Form for Export Health Certificates' issued by the Department of Environment, Food and Agriculture (DEFA) and the relevant EHC template.

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 being shipped.

Most Consignments for export to the EU containing Products of Animal Origin (POAO) require an EHC.

The definition of a Consignment is "a product (or group of products if these can be certified by the same model health certificate) with the same health status sent to a specific consignee in a single destination and conveyed by the same means of transport. There is no limit on the size of a consignment"

DEFA holds no responsibility should your consignment not be allowed entry into the EU, we are only facilitating the export by providing an EHC.

The exporter CANNOT make changes to the certificate after it has been issued. No official alterations may be made to the certificate after being signed/endorsed by DEFA. Any changes to quantities/products will require a new application form and health certificate.

DETAILS OF THE CONSIGNMENT

The information requested below will appear on the export health certificate. The number in brackets corresponds to the number of the box on the certificate template where the information will be entered. You **MUST** ensure that the information submitted on the EHC template is correct and complete. We can not amend any information on the certificate and the application will be returned to you to amend if there is any incorrect or incomplete information. We will only add a Unique Reference Number, the seal number (where applicable) and our name/signature, the date and official stamp.

Please complete all boxes in Part I of the certificate template (unless otherwise stated).

Where we have made the comment 'can be left blank' this is currently acceptable following advice received and is there to help you avoid any disruption during transit, if any of your information changes e.g. if you change the region in the country where you have sold the product, etc.

(I.1) Consignor

The Consignor is the Company actually exporting the consignment, this is not always the producer. Enter the FULL name, address and telephone number (including the country dialling code) of the Consignor.

(I.2) Certificate reference number

Leave this Blank. This will be completed by DEFA.

(I.2.a) TRACES Reference Number

This can be left blank

(I.3) Central Competent Authority

This field will state ISLE OF MAN GOVERNMENT and is already completed and non-changeable.

(I.4) Local Competent Authority

This field will state DEPARTMENT OF ENVIRONMENT FOOD AND AGRICULTURE and is non-changeable.

(I.5) Consignee

The Consignee is the company receiving the product in the EU. Enter the FULL name, address and telephone number of the Consignee, the postcode is only required if it is part of the address as some EU states do not have postcodes. The telephone number should include the country dialling code.

(I.6) Person responsible for the consignment in the EU

Can be left blank

(I.7) Country of origin, ISO Code

The ISO code is the unique two digit code given to every country.

This field will state ISLE OF MAN, IM and is already be completed and non-changeable.

(I.8) Region of origin, ISO Code

The ISO code is the unique two digit code given to every country.

This field will state ISLE OF MAN, IM and is already be completed and non-changeable.

(I.9) Country of destination, ISO Code

Enter the EU country of destination and the appropriate two digit ISO code for that country. (Austria AT, Belgium BE, Bulgaria BG, Croatia HR, Cyprus CY, Czech Republic CZ, Denmark DK, Estonia EE, Finland FI, France FR, Germany DE, Greece GR, Hungary HU, Ireland IE, Italy IT, Latvia LV, Lithuania LT, Luxembourg LU, Malta MT, Netherlands NL, Poland PL, Portugal PT, Romania RO, Slovakia SK, Slovenia SI, Spain ES and Sweden SE).

(I.10) Region of destination, code

Can be left blank

(I.11) Place of origin

The approval number is the number provided by DEFA for the approved premises, this will be the full number contained within the oval identification mark on your products.

Enter the information for the approved facility producing or packaging the finished product being exported (must be the same as the approved facility listed in I.28): Establishment Name, Full address including Isle of Man and postcode, and EU approval number. If more than one facility will be listed in I.28 put the first establishment on the list in this field.

(I.12) Place of destination

Can be left blank

(I.13) Place of loading

Enter the port of exit from the IOM (place of loading onto the ship or plane). In cases where the port of exit is not known, the location of the warehouse from which the consignment is shipped to the port of exit may be used.

(I.14) Date of departure

Enter the date of expected consignment departure from the IOM. This should be the date the consignment will depart the port of exit.

This date MUST be on or after the date the certificate was signed off by DEFA.

(I.15) Means of transport

Select the method used to transport the consignment from the IOM to the EU. Only one method may be selected.

Identification

List the name of the shipping line or airline that is expected to be used to transport the consignment from the port of exit to the EU. The EU requires the identification of the specific ship or flight number in this box. If this box is left blank it is at the risk of the shipper if the certificate is refused.

Documentation

This may be left blank if the consignee is located within the EU. For a transit certificate, the exporter should include the bill of lading or airway bill number.

NB. If the identification or documentation information changes after the certificate is signed/endorsed, the exporter must notify the EU officials at the Border Inspection Post (BIP) of the change prior to the arrival of the consignment. The certificate does not need to be amended by DEFA.

(I.16) Entry BIP in EU

Enter the EU Border Inspection Post (BIP). This is the port of first arrival into the EU. The official BIP code should be provided. The exporter should check with the importer that the BIP can accept your consignment eg. Some BIP's can only accept ambient products or products in packages. A list of official EU BIP's can be found at https://ec.europa.eu/food/animals/vet-border-control/bip_en

(I.17) No. of CITES

Can be left blank

(I.18) Description of Commodity & (I.19) Commodity Code (HS Code)

The appropriate description and commodity code can be found by typing in the product on the GOV.UK website at www.trade-tariff.service.gov.uk. The exporter should work with the importer to ascertain the appropriate description and code. Some EU Member States only allow one commodity code per certificate; it is the exporter's responsibility to confirm with the importer whether multiple codes are allowed on one certificate.

(I.20) Quantity

Enter both the Gross and Net weight of the consignment in metric units, eg. Kg or Grams, etc. The Gross weight is the weight including the packaging; the Net weight is the weight of the product not including packaging. Import charges into the EU are calculated using the gross weight so these need to be correct. Samples/free of charge products must also be included. The weight of the shipping container/trailer should not be included.

(I.21) Temperature of products

Select the appropriate box for the commodity shipped.

(I.22) Total number of packages

Insert the total number of packages in the consignment; this should concur with that on the supporting bill of lading/invoices. Include samples/free of charge products.

(I.23) Identification of Container/Trailer and Seal Number

Insert the appropriate identification number for the consignment. Container/trailer numbers must be included. Where applicable, an official seal will be supplied by DEFA and an Authorised Officer will personally attach the seal to the container or trailer.

PLEASE NOTE: If there is no or incorrect information in this box, the consignment will be selected for a physical examination at the EU BIP.

Only use N/A if shipping via Air.

(I.24) Type of Packaging

Identify the type of packaging of products e.g. cartons, cans, vacuum packed etc.

(I.25) Commodities certified for:

Check the box for Human Consumption; you may require a different certificate if it is for animal feed or technical use? **By checking this box you are certifying that the product is being exported as and will be used for human consumption.**

(I.26) For transit to 3rd Country by EU

Can be left blank

(I.27) For Import or admission into the EU

Check this box for those consignments that are destined for an EU country as their final destination.

(I.28) Identification of the Commodity

Species – provide the scientific name for the commodity

Nature of commodity – eg wild caught, aquaculture (farmed)

Treatment type – frozen/chilled, raw/cooked, processed/shucked etc.

Approval number of establishment/manufacturing plant – Provide Approval number and name of establishment (can be more than one)

Number of packages – enter the total number of packages from each approved plant, combined total should equal that listed in Box I.22

Net weight – enter the net weight for each separate product/species, only use metric units

The information for these six categories should be input horizontally with a separate line for each different establishment and/or species.

What to expect next?

When you have completed the EHC, save it to your computer and email it alongside the application form and any **supporting documents such as Bill of Lading, Packing List etc.** to DEFA (exporthealthcert@gov.im).

We will check the EHC, if we have any issues we will contact you as a matter of urgency, so please include your contact details in the application.

An Authorised Officer will then arrange to physically inspect the consignment and issue the EHC.

Export Health Certificates cannot be backdated and must be completed whilst the consignment is still under the control of the competent authority (DEFA) i.e. before the consignment has left the Island.