



Pro-forma Certification for Live Animals, Semen and Embryos

Date: 16 October 2015

Provision of information for an export consignment before the actual export

Some overseas competent authorities require information about a consignment from the importer/exporter prior to issuing an import permit. This may be required in the format of the relevant export certificate template, with the template containing details about the specific consignment.

Such information may also be required by e.g. airlines to arrange transit permits and/or prior to confirmation of a booking for transport of animals.

Issuing a document that looks like an export certificate (official assurance) could pose some risks to exports if applied incorrectly. Examples are:

- a non-compliance may arise if the overseas competent authority uses the number provided on a pro-forma certificate as part of the import permit and a different number appears on the final export certificate;
- the final export certificate may contain slightly different information;
- the overseas competent authority may mistake the pro-forma information provided for the actual final certificate and view it as incomplete where e.g. test results are not yet available.

MPI wants to highlight some points to follow to avoid any problems with export consignments as a result of “pro-forma certification” as far as practically possible.

The following guidelines should be followed when providing such information:

- Do not include the MPI crest of the certificate template
- If a crest is required, a company letterhead is preferred
- All references to the “official veterinarian” must be struck through e.g. if signed by a centre veterinarian, “official veterinarian”
- No signatures/stamps should be applied to the document if possible. If signed, the designation and full particulars of the signatory should be clearly indicated
- If you are signing a document certification principles must be followed
- If signing, do not include information that cannot be verified
- If a company stamp is used, this should NOT be applied in the “official stamp and date area” of the export certificate template.
- Avoid using any numbers (i.e. no GD/ED/PD number)
- It must be clear that the document is provided by the exporter and not official/final. This could be achieved by e.g. clearly marking the document as “draft copy for information only”.

Contact the recognised person overseeing the export or responsible for your export approved premises, or the MPI Animal Exports team, for further clarification or case by case assistance if required

Disclaimer

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