AN t-ÚDARÁS UM CHOSAINT IASCAIGH MHARA | SEA-FISHERIES PROTECTION AUTHORITY

IUU Export Certification

Code of Practice for Catch Certificate, Processing Statement & Storage Document Application

BIA MARA SÁBHÁILTE INBHUNAITHE
SAFE SUSTAINABLE SEAFOOD

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1. Purpose of this document

The purpose of this Code of Practice document is to outline the procedure for the issuing of Catch Certificates, Processing Statements and Storage Documents required for exports, when requested by the point of destination, or travelling to certain countries that automatically request certification, or when produce is being processed in a third country and returning to the EU thereafter.

Catch Certificates, Processing Statements and Storage Documents are validated and issued by the Sea-Fisheries Protection Authority (SFPA), the competent authority under Irish and European legislation. These export documents will not be required where fishery produce is being exported within the European Union.

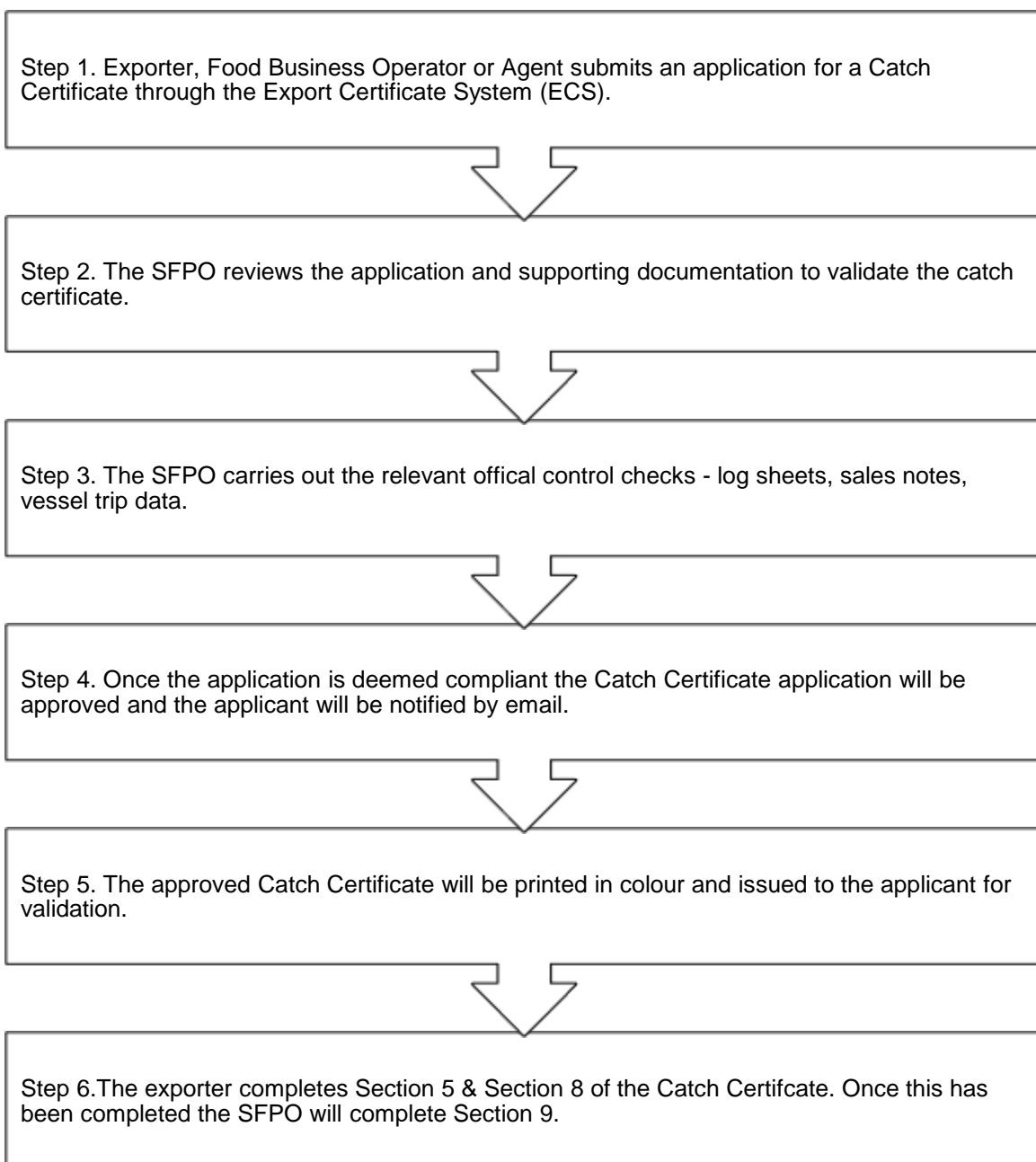## 1.1 Audience for this document

This document is intended for the following audiences:

- Exporters
- Food Business Operators
- Agents (referred to as applicants)

*This Code of Practice provides guidance to our officers/personnel in relation to **Catch Certification** but divergence from the process outlined in this document is to be expected from time to time. Our officers/personnel are required to exercise discretion in their role and are supported in doing so with this Code of Practice and SFPA training.*

2. Overview of Procedure

Procedure Flowchart

Step 1. Exporter, Food Business Operator or Agent submits an application for a Catch Certificate through the Export Certificate System (ECS).

Step 2. The SFPO reviews the application and supporting documentation to validate the catch certificate.

Step 3. The SFPO carries out the relevant offical control checks - log sheets, sales notes, vessel trip data.

Step 4. Once the application is deemed compliant the Catch Certificate application will be approved and the applicant will be notified by email.

Step 5. The approved Catch Certificate will be printed in colour and issued to the applicant for validation.

Step 6.The exporter completes Section 5 & Section 8 of the Catch Certifcate. Once this has been completed the SFPO will complete Section 9.

2.1 Procedure

An Exporter, Food Business Operator or Agent who requires a Catch Certificate for export to third countries must give reasonable notice to the SFPA port that has responsibility for the vessel/premises. A **minimum of 24 hours'** notice must be provided to allow sufficient time prior to the export of the consignment for the SFPO to complete the relevant documentary checks to issue the Catch Certificate and/or to make any necessary administrative enquiries. The 24-hour timeframe commences when the application is submitted through the ECS system.

Please note that weekends/public holidays may affect Catch Certificate processing timeframes.

The timeframe outlined above will not apply to the processing of Processing Statements or Storage Documents, please ensure to allow for sufficient time in advance of export for these applications to be validated.

Catch Certificates, Processing Statements and Storage Documents can be applied for through the Export Certificate System (ECS). Applications can be made as a Registered User or an Anonymous User.

2.2   Registered User Access

For registered external individual users

https://agfood.agriculture.gov.ie/sso-auth-ui-applicant/#/login

For registered external partners

https://agfood.agriculture.gov.ie/sso-auth-ui-partner/#/login

2.3   Unregistered User Access

For anonymous users

https://publicapps.agriculture.gov.ie/ecs-ui/#/captcha

ECS User Guide

Sea Fisheries Protection Authority > Search (sfpa.ie)

NB: Please ensure all information included on the Catch Certificate/Processing Statement/Storage Document application is correct. Incorrect information will delay the processing of the certificate and/or the rejection of the application. In the case of rejection, the application may need to be resubmitted.

Please ensure all relevant supporting documentation is attached to the application.

*In the event that a Catch Certificate/Processing Statement/Storage Document application is rejected the onus in on the applicant to follow up with the relevant port.