



AN t-ÚDARÁS UM
CHOSAINT
IASCAIGH MHARA

SEA-FISHERIES
PROTECTION
AUTHORITY

Guidance Note on ECS Industry Requirements for Trade with Third Countries

**EXPORT CERTIFICATE SYSTEM -
Catch Certificate Application**

V1.0

Table of Contents

Document Control	3
Version History	3
Review Record.....	3
Foreword	4
Purpose of this document	4
Audience for this document.....	4
1. General	5
1.1. Glossary of Terms	5
1.2. Relevant Legislation/ Documents.....	5
1.3. Confidentiality and Data Protection	5
2. Guidance	6
2.1. Introduction.....	6
2.2 Products Concerned	6
2.3 Export Certificate System (ECS)	6
Anonymous User	7
Registered User	8
3. Catch Certificate Application	10
3.1. Catch Certificate application – No Schedule	10
3.2. Catch Certificate application – Schedule Attached.....	12
3.2.1 Schedule Upload	13
3.2.2. Transport Details.....	14
Air Freight.....	14
Road Freight.....	14
Sea Freight	15
3.3 Application Review.....	16



Document Control

Version History

Version	Author	Approved By	Effective Date	Changes
V1.0	Donna O'Sullivan	Bernard O'Donovan		First Version

Review Record

Version	Review Date	Reviewed By	Review Outcome
Last Review Date			
Next Review Date			



Foreword

Purpose of this document

The purpose of this document is to provide guidance on the Export Certificate System (ECS) used by the exporters/applicants to acquire Irish Catch Certificates for exports to Third Countries as required under IUU Regulations.

Audience for this document

- Irish Exporters
- Exporters in other member states following an intra trade movement of Irish produce from Ireland.

The purpose of this document is to provide information upon Export Certificate System- Irish Catch Certificates Application This information is purely for guidance and does not constitute legal advice or analysis and should not be relied upon as such. Whilst every effort is made to ensure accurate and relevant material is published, no responsibility is accepted by, or on behalf of the SFPA, for any errors, omissions, or misleading statements on these pages.

1. General

1.1. Glossary of Terms

Below is a glossary of terms and acronyms used in this document.

Terms / Acronyms	Description
IUU Fishing	Illegal, Unreported & Unregulated Fishing
ECS	Export Certificate System
CN Code	Combined Nomenclature/Product Code

1.2. Relevant Legislation/ Documents

The following legislation is of particular relevance to this Guidance Note:

- EC Regulation 1005/2008
- EC Regulation 1010/2009

1.3. Confidentiality and Data Protection

With regards to information obtained in the performance of their duties, SFPA personnel are subject to confidentiality obligations laid down in section 58 of the Sea-Fisheries and Maritime Jurisdiction Act 2006 and shall have regard to SFPA's Data Protection Policy and to the obligations of SFPA with respect to the processing of personal data as set out in Data Protection Legislation and GDPR.



2. Guidance

2.1. Introduction

The European Community catch certification scheme is an essential part of the IUU Regulation which is intended to improve the traceability of all marine fishery products traded with the Community and facilitate the control of their compliance with conservation and management rules, in cooperation with third countries. The IUU Regulation provides that the trade with the Community of fishery products obtained from IUU fishing will be prohibited. To ensure the effectiveness of this prohibition, fishery products shall only be imported into the Community when accompanied by a catch certificate. Through this instrument, the competent authorities of the flag State of the catching vessel will certify that the catches concerned have been made in accordance with applicable laws, regulations and international conservation and management measures.

This certificate will be validated by the competent authority of the flag State, and if necessary, other documents envisaged by the certification scheme in the event of an indirect import after transshipment, transit or processing of the products in another third country.

2.2 Products Concerned

The catch certification scheme applies to all marine fishery products obtained from catches done from 1 January 2010. In general, all fishery products listed under Chapter 3 or Tariff Headings 1604 and 1605 of the Combined Nomenclature will fall within the scope of the Catch Certificate Scheme. However, some products listed under Chapter 3 or Tariff Headings 1604 and 1605 are excluded from the scope of the IUU Regulation and its catch certification scheme, such as aquaculture products obtained from fry or larvae, freshwater fish, ornamental fish, mussels, oysters, scallops, snails and other products of minor importance.

A detailed list of excluded products can be found [here](#).

Products containing or obtained from fishery products which are not classified in Chapter 03 or in headings 1604 and 1605 of the Combined Nomenclature are also excluded from the scope of the IUU Regulation and its catch certification scheme.

2.3 Export Certificate System (ECS)

The Export Certificate System (ECS) is used by exporters, Food Business Operators or other applicants to acquire Irish Catch Certificates and Irish Processing Statements/Annex IVs for exports to Third Countries.

There are two means of accessing the ECS, either as an **Anonymous User** or a **Registered User**.



Anonymous User

Anonymous Application can be used for a once off catch certificate request.

[ECS \(agriculture.gov.ie\)](https://agriculture.gov.ie)



Welcome to the Exports Portal

A product of the Department of Agriculture, Food and the Marine of Ireland

[Click here to create a new application](#)

Registered User

Exporters can register through the Department of Agriculture's online registration portal. Registration is recommended for exporters that will require catch certificates on an on-going basis.

[CCS Customer Registration \(agriculture.gov.ie\)](https://agriculture.gov.ie)

Once registered exporter can use the below link for all applications:

[agfood.ie:Individual Login \(agriculture.gov.ie\)](https://agfood.ie:Individual Login (agriculture.gov.ie))

Exporters can login with your Username, PAC and Password, that have been provided to you. As a registered ECS user exporters can apply for and track the status of all applications for Catch Certificates and/or Processing Statements.

Type	Status	Count
Dairy Certificate	Reviewed By Admin	1
Fishery Catch Certificate	Open	1
Fishery Catch Certificate	Approved	1
Fishery Processing Statement	Reviewed By Admin	1

Click dropdown at Request Certificate and select 'Fishery Catch Certificate' to initiate process.

Export Certification System

MARTIN GRACE ECR000

Count	Request Certificate
27	Select Certificate Type
3	Search
5	Tracking Number
14	
4	

Request Certificate

Select Certificate Type

- Dairy Certificate
- Egg Health Certificate
- Fishery Catch Certificate**
- Fishery Processing Statement
- Phytosanitary Forestry Certificate
- Phytosanitary Plant & Horticulture Certificate



3. Catch Certificate Application

An Irish catch certificate can only be validated for Irish produce, caught by Irish registered vessels.

3.1. Catch Certificate application – No Schedule

The below information must be completed to apply for a Catch Certificate.

Port: The SFPA port with responsibility for the premises/vessel should be selected.

Attach Schedule: A schedule is required if the export is made up of produce from more than one vessel, or multiple landings from the same vessel, over various dates, or multiple species. Where the export is for one species/one landing “No” should be selected from the Attach Schedule dropdown. See Section 3.2 below where a schedule is required.

Vessel Information: Vessel information must be completed to allow for the catch certificate to be validated.

- Fishing Vessel Name
- Registration Number
- Home Port
- Call Sign
- IMO Number (Not Mandatory)
- Lloyds Number (Not Mandatory)
- Fishing Licence Number
- Fishing Licence Expiry Date
- Inmarsat Number (Not Mandatory)
- Contact Telephone Number
- Contact Fax Number (Not Mandatory)
- Contact Email

Description of Product:

- Species (Select species from dropdown using the 3 letter FAO code)
- Product Code: This will be the full 8-digit code, Chapter 3 CN codes can be found [here](#). Products listed under Headings 1604/1605 can be found [here](#).
- Type of Processing on Board (field can be left blank is no processing)

Catch Details:

- Catch Area (FAO catch area)
- Landed Date
- Catch Estimated Live Weight (KG)
- Catch Estimated Weight to be Landed (KG)
- Verified Weight Landed (KG)

Master of Fishing Vessel



- Master of Fishing Vessel Name
- Master of Fishing Vessel Address

Exporter:

- Exporter Name
- Exporter Business Address
- Exporter Email

Transport Details:

- Transport Details (Road, Sea, Air Freight)
- Road Freight: CMR Number, Truck Number, Seal Number
- Sea Freight: Seal Number, Bill of Lading, Container Number, Port of Lading, Port of Discharge, Carrying Vessel Name
- Air Freight: Airway Bill Number, Departure Airport, Destination Airport

Importer:

- Importer Name
- Importer Address
- Destination Country

3.2. Catch Certificate application – Schedule Attached

Port: The SFPA port with responsibility for the premises/vessel should be selected.

Attach Schedule: A schedule is required if the export is made up of produce from more than one vessel, or multiple landings from the same vessel, over various dates, or multiple species.

A Schedule template is available to download [here](#). Please ensure that the details included on the schedule are clear and legible.

Where Attach Schedule is selected as “Yes” the Vessel Details on the ECS application page will not be available. These details should be completed on the Schedule.

European Community Catch Certificate - Schedule

Document Number	IE SEAL	
		PRINT NAME
Date		SIGNATURE

NO.	Species	Presentation	Product Code	Date Landed	Consigned Weight (Kg)	Vessel Name	Master Name (Print)	Vessel Registration Number	Licence Number	Landing Port	Catch Areas
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											
21											
22											
23											
24											
25											
26											
27											

If using a schedule, as the applicant, **you are not** required to enter details in the following fields; these are for official use only

- Document Number
- Date
- IE Seal
- Print Name
- Signature

The above are areas for the SFPA to complete when validating the catch certificate, if the above fields are completed, your application will be rejected, as the SFPA will not be in a position to validate the document.

As the applicant **you must complete** the following fields of the schedule prior to uploading document;

Species: (using the 3 letter FAO code)

Presentation: A brief description of the product being exported, Tails, Breaded Fillets etc.

Product Code: This will be the full 8-digit code, Chapter 3 CN codes can be found [here](#). Products listed under Headings 1604/1605 can be found [here](#).

Date Landed: This will be required for all landings, from each vessel, that the consignment is made up from. If one vessel has conducted multiple landings these must be included as individual entries also. This is required as the landing date is a means of crosschecking and traceability on landings and catch volumes from each trip.

Consignment Weight (Kg): This is the quantity from each landing that is included in the consignment total.

Vessel Name: Each vessel must be entered here, there may be more than one entry for the same vessel, if multiple landings have occurred.

Master Name: The master from each trip must be entered here, alternative trips from the same vessel may have alternative masters names.

Vessel Registration Number: The vessels identifying number.

Licence Number: The respective vessels licence number.

Landing Port: The port that the landing took place for the respective vessel trip.

Catch Area: The ICES Zone that the catch was recorded in, or FAO 27 is acceptable.

3.2.1 Schedule Upload

Copies of the schedule(s) used, must be uploaded in PDF format here using the 'Select File' option, the 'Schedule(s)' must be accessible from the device the application is being made from.



Once uploaded, the system will demonstrate as below, with the respective file name you have uploaded.

Name	Type	Size	Date	Document Category
No documents				
Supporting Documentation		Select File		
Selected Files				
Queue length: 1				
Name	Size	Actions	Document Category	
Catch Certificate Schedule.pdf	0.049 MB		Supporting Documentation	

Submit

SCROLL APPLICATION PAGE DOWN

'Catch Est Live Weight': This will be the consignment weight, in kilograms, that is being Exported.

Exporter Name: The company name that is submitting the application.

Exporter Business Address: Full business address must be included.

Exporter Email: Email address of exporter for correspondence purposes.

3.2.2. Transport Details

Air Freight

This is for the air travel only; there will be no requirement for detail of transfer from exporting premises to airport. Airway Bill Number, Departure Airport, Destination Airport should be included here.

Transport Details	
Transport Details	
Air Freight	▼
Airway Bill Number	0/100
Departure Airport	0/100
Destination Airport	0/100

Road Freight

This section is used when product is travelling from exporter to consignee directly. CMR Number or transport document number can be entered here, if a seal is used on the truck/trailer, detail should be entered, otherwise n/a.



Transport Details	
Transport Details	
Road Freight	▼
CMR Number	0/100
Truck Registration	0/100
Seal Number	0/100

Sea Freight

Seal Number, Bill of Lading, Container Number, Port of Lading, Port of Discharge, Carrying Vessel Name should be included here. If the consignment is travelling by truck/trailer enter the truck details in the Container Number field.

Transport Details	
Transport Details	
Sea Freight	▼
Seal Number	0/100
Bill of Lading Number	0/100
Container Number	0/100
Port of Lading	0/100
Port of Discharge	0/100
Carrying Vessel Name	0/100

3.3 Application Review

Review document content and once you are satisfied that it is correct, click on the 'Submit' tab; this will push the application to the SFPA Port you have selected as part of the application process. Once submitted to the SFPA, you can view the status of application on your dashboard.

Documents

Name	Type	Size	Date	Document Category
No documents				
Supporting Documentation				<input type="button" value="Select File..."/>

© Copyright 2020 Department of Agriculture, Food and the Marine

The application made will be displayed in the 'open' section of the ECS Dashboard

Export Certification System

Home Exit
PAUL O'SULLIVANECR001

Certificate Requests

Type	Status	Count
Dairy Certificate	Reviewed By Admin	1
Fishery Catch Certificate	Open	3
Fishery Catch Certificate	Approved	6
Fishery Catch Certificate	Rejected	1
Fishery Processing Statement	Open	4

Request Certificate

Select Certificate Type Select Type of Certificate ▾

Search

Tracking Number

0/20

Once your application status changes from 'Open' you will receive notification of same. The application will then move from the 'Open' folder to 'Approved or 'Rejected', as applicable. This will be a result of actions taken by your respective SFPA Office.

If your application is rejected, please contact, the SFPA Office that the application has been made to, comments may have been left with your application, in the 'Documents Section' of your application, identifying any potential errors, where the application might need to be altered before being resubmitted for approval.

As part of the process you will need to liaise with your local SFPA Office, the application must



be signed by the exporter and then validated/signed by the SFPA before it is finalised.

Once validated by the SFPA, the document can be forwarded with the consignment for verification checks to be conducted, with the UK competent authorities, as/if required.