

V4.0

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Document Control

Version History

| Version | Author | Approved By | Effective Date | Changes | |
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| V3.0 | Adrian Hickey | Bernard O'Donovan | 10/09/2018 | N/A | |
| V4.0 | Donna O'Sullivan | Bernard O'Donovan | 09/08/2022 | New issue based on existing document. Update to SFPA logo and document author. | |

Review Record

| Version | Review Date | Reviewed By | Review Outcome | | |
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| V4.0 | 23/03/2022 | Donna O'Sullivan | V4.0 created. | | |
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| Last Review Date | | 23/03/2022 | | | |
| Next Review Date | | | | | |

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Foreword

Purpose of this document

The purpose of this Guidance Note is to provide direction on the procedure for the completion of a Catch Certificate by outlining who is responsible for each section of the Catch Certificate.

Audience for this document

This document is intended for the following audiences:

- Sea-Fisheries Protection Officers
- Fishing Vessel Masters or representative of the Master
- Food Business Operators/Exporters
- **Importers**

This document is provided for guidance and information purposes only. This document will be subject to amendment and review periodically and the most up-to-date version will be published on the SFPA Intranet: http://connect.sfpa/ If you have any particular queries on this document then please contact SFPATradeandAudit@sfpa.ie

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1. General

1.1. Glossary of Terms

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

| Terms / Acronyms | Description |
|------------------|-------------------------------------|
| CN Code | Combined Nomenclature Code |
| IUU | Illegal, Unreported and Unregulated |
| ERS | Electronic Recording System |

1.2. Relevant Legislation/ Documents

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

- EC Regulation 1005/2008
- EC Regulation 1010/2009
- S.I. No 367/2012

The following documents are of particular relevance to this Guidance Note:

SFPA Website - IUU Import page

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.

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2. Overview of Procedure

2.1. Introduction

Currently catch certification is 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. The UK departed from the EU at midnight on the 31st Dec 2020, while movements of fish and fishery products are largely unrestricted within the EU, exports to the UK, are classed as exports to a Third Country and as such certification will be required for all exports made, with the UK as the final point of destination.

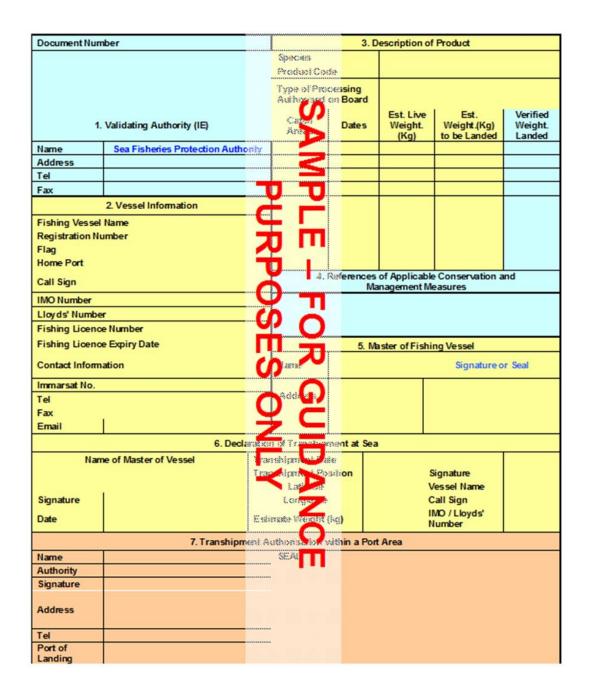
Ireland has a legal obligation to provide all exports with a catch certificate that has been validated by the SFPA. This Guidance Note aims to provide guidance on the completion of a Catch Certificate.

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2.2. European Community Catch Certificate

Council Regulation (EC) 1005/2008

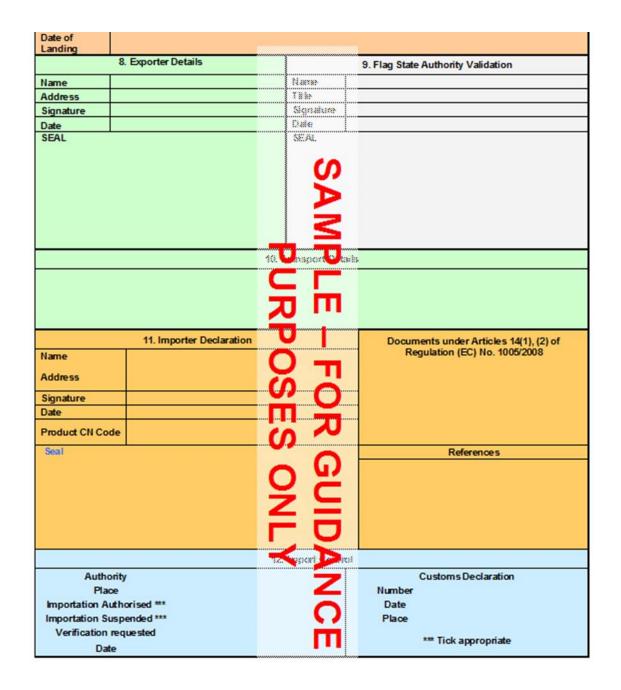
European Community Catch Certificate



SEA-FISHERIES PROTECTION AUTHORITY

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2.3. Guidance Who Completes Which Section

Section 1. Document Number and Section 1 (**light blue**) is completed by the SFPA – the local SFPA port office which has responsibility for the premises exporting the produce will conduct the validation. This section should be completed only after all validation checks have been carried out.

Section 2, 3, 5 & 6 (yellow) are completed by the master of the fishing vessel or a representative of the master. The "Verified Weight Landed (kg)" box in section 3 (light blue) is only filled in by Fisheries Officers in a foreign country of landing by an Irish vessel if the vessel is inspected and catch weighed. (Not filled in by the SFPA) See "Weights and Product Codes" guidance document* for additional information on which column is completed.

Section 2.

This contains details of the vessel. If the consignment is from more than one vessel the "Schedule for attachment to Catch Certificate" must be used.

Section 3

- Description of Product: this should be the scientific/Latin name/s of the species involved only; local/colloquial/non-scientific names are NOT to be used
- Product Code: the 8-digit Combined Nomenclature (CN) code is to be used for all exports originating from the European Union. The CN Codes for fish species can be found on the SFPA Internet site or contact the IUU Office.
- Catch Areas: these can include statistical rectangles, ICES zones and/or FAO Codes. Best policy is to use statistical rectangle and FAO Zone i.e. VIIA FAO 27, more than one statistical rectangle can be used.
- Dates: this should be the period of fishing the trawler(s) have conducted. This information can
 be taken directly from the log sheet(s)/ERS. If more than one vessel (Schedule), the first and
 final date of fishing operations for vessel/s catching the product used in the consignment should
 be used.
- Est. Live Weight (Kg) This is the weight of the consignment at time of export. This is not to be
 used for weight of landing, unless the entire catch is being exported as one consignment. This
 weight would typically refer to the container weight at time of export or weight used on the
 Health certificate product net weight only. This column will be used for all consignment or
 container exports leaving Ireland.
- Est Weight (Kg) to be landed This column is used when an Irish flag state vessel is landing into another country, and a catch certificate is requested by that flag state. This value would be the estimated operational value from the log-sheet/ERS.
- Verified Weight Landed This column would be completed by the authorities in the country of landing if catch is weighed by their competent authorities, not to be used by the SFPA for landings of Irish vessels.
- For weights to be included on catch certificates please see "Weights and Product Codes" guidance document* for further information.



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- Section 4. This refers to conservation measures in place; it is a generic, non-specific statement which will cover all validated catch certificates. This section is already completed on a default document.
- **Section 5.** The catch certificate must be signed and stamped by the master of the vessel or a representative. The exporter commonly completes this section when a schedule is used to cover multiple landings.
- **Section 6.** Used for transhipment at sea.
- **Section 7**. (tan) is completed by the Port Authorities. Under SI 367/2012 the designated ports for landings/transhipments are Killybegs and Castletownbere.

Sections 8 & 10 (green) completed by the Exporter, see below.

- is to be completed by the Exporter, the exporter may not be an Irish company, following the fish being landed in another member state or a 3rd country. This application can be made by the Irish company that originally sold the fish to the potential retrospective exporter.
- Section 10. transport details is to be completed by the exporter, this section must include Port of embarkation/disembarkation, carrying vessel name, container number, seal number and the Bill of Lading number. (All of the above information can be found on the Bill of Lading document). If the fish is landed into a 3rd Country which is not the flag state of the catching vessel, this section will be completed by the country of export to show retrospective transportation for the authorities at point of destination. A bill of lading document should always be requested from the exporter for traceability checks prior to validating the catch certificate.
- Section 9. (grey) is completed by the SFPA, ONLY after checks have been completed
- **Section 11**. (orange) is completed by the Importer in the country of final destination, this field might have importer details entered but this is not mandatory at validation stage.
- **Section 12**. (dark blue) is completed by the Authorities in the country of final destination. As in where the produce is cleared through a Border Inspection Post (BIP), this section will be empty when you receive it, this section is not applicable to the validation stage of the process.

Please note, that the actual catch cert that you will use does not use colour referencing. This document is meant as a guide only.

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2.4. Schedule for Multi Vessel Application

| European Community Catch Certificate - Schedule | | | | | | e 🧢 chos | AN t-ÚDARÁS UM CHOSAINT IASCAIGH MHARA SEA-FISHER PROTECTIO AUTHORITY | | | | |
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| | | | | | | | Master | Vessel | | | |
| | | | | | Consigned | Vessel | Name | Registration Number | Licence | Landing | Catch |
| NO. | Species | Presentation | Product Code | Date Landed | Weight (Kg) | Name | (Print) | Number | Number | Port | Areas |
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