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# *Communiqué*

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15 September 2005

**TO:** Canadian Exporters of Fish and Seafood

*Integrity of  
Fish Export  
Certificates*

The Canadian Food Inspection Agency (CFIA) seeks your cooperation when you are requesting fish export certificates. Canadian exporters of fish and seafood products frequently request CFIA inspectors to certify their products for export. These certificates are required to satisfy requirements set by the importing country's inspection authorities. Your cooperation is essential for the integrity of Canada's Fish Inspection Program such that inspection authorities in the importing country will maintain their confidence in the validity of Canadian fish export certificates.

*Availability  
for Inspection*

Fish export certificates will only be issued for consignments of fish when the consignment is available for inspection in Canada. Fish will be certified when it satisfies the requirements of the *Fish Inspection Regulations*, and if applicable, requirements set out by the importing country. Fish export certificates provide a means for the CFIA to advise the importing country's inspection authorities that the consignment was processed by an establishment operating in compliance with Canadian requirements. **Please submit your request for certificates before you ship to provide inspectors sufficient time to verify that the consignment satisfies Canadian and importing country requirements.**

*Accurate  
Information*

Providing the CFIA with complete and accurate information about the consignment in a timely fashion allows inspectors to take the necessary actions to verify compliance before issuing the certificate. Complete and accurate information about the consignment is essential to provide an acceptable certificate to the importing country's inspection authorities. Unacceptable certificates cause delays in the border inspection process and may result in refusal of the consignment.

*What if there  
is an error?*

The CFIA recognizes that errors may occur and that exporters may require replacement certificates for their consignments. These requests may include cases where the consignment is no longer available for inspection in Canada.

*Requesting a Replacement Certificate*

Exporters may request replacement certificates for fish products which have been exported from Canada and are therefore no longer available for inspection. When requesting a replacement certificate, please provide a written explanation, including details such as what happened, where it happened, and who was involved. If possible, the original certificate should be returned to the CFIA when requesting a replacement certificate. If the original certificate is not available, then the request must provide the reason.

The CFIA will consider issuing replacement certificates for legitimate reasons if the integrity of the shipment has not been compromised.

Legitimate reasons include:

- administrative errors;
- loss or damage to the original certificate; or
- minor changes to the consignment, including the identity of the consignee or the quantity actually shipped.

Replacement certificates will not be issued for a shipment that has been imported into another country.

When the CFIA issues a replacement certificate, the document will be marked with the words:

*"This cancels and supersedes certificate no. \_\_\_\_ dated \_\_\_\_."*

*Avoid Unnecessary Delays*

Please take appropriate measures to provide the CFIA with complete and accurate information when requesting fish export certificates. Inspectors require sufficient time before you ship to verify the compliance of each consignment. Providing inspectors with accurate information with sufficient notification will allow the CFIA to properly complete your certificates. Properly completed certificates that accurately describe your consignments will help your clients clear the importing country's border inspection procedures with minimal delay.

Please contact your local CFIA fish inspectors for further information on the procedures to request fish export certificates.

*Original signed by Stephen Stephen*

*for*  
Mary Ann Green  
Director  
Fish, Seafood and Production Division

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