



DAERA authorised Private Veterinary Practitioner

Information Bulletin: aPVP 01/21

Issued 20 May 2021

Audience: DAERA authorised Private Veterinary Practitioners

Subject: Certifying Officer Designation and Online Training

- **Training essential to maintain authorisation for all certifying officers**
- **Training and authorisation for private practitioners seeking authorisation to certify pets, issue pet passports and support health attestations for the first time**
- **Designation, further training and refresher training**

Certifying Officer Designation and Online Training

Official Control Regulation (OCR) on official controls and official activities

Regulation (EU) 2017/625 requires DAERA, as the Competent Authority (CA) responsible for official certification in Northern Ireland, to designate certifying officers, who are authorised to issue official certificates. As part of the authorisation process DAERA must ensure that appropriate training is undertaken so that designated certifying officers have the necessary expertise, qualifications and experience to carry out the official activities which they are authorised to perform.

Online training is now available on the DAERA CAFRE Online (Moodle) platform for the following:

- **Module 1: General Certification**
- **Module 2: Support Health Attestations**
- **Module 5: Pet Certification and Pet Passports**

I am already authorised as a certifying officer - what do I need to do next?

Completion of Module 1

In line with the requirements of the OCR, I now advise that **all private veterinary practitioners who are currently authorised by DAERA to certify any commodity, including all live animals and animal products, must now register and complete Generic Certification Module 1. This is essential to maintain current certifying officer designation for all species and commodities and training must be completed before 19th November 2021.** After this date authorisation for all Export Health Certification will be removed for those who have not completed Module 1.

Some of you will have already completed Modules 1 (and 2) late last year/earlier this year. If this applies to you it is **not** necessary to repeat it at this stage.

Completion of Module 5 (if applicable)

I am pleased to inform you that the **Pet Travel module (Module 5)** is also now available for completion. **Successful completion of this and the General Certification module (Module 1) is necessary to maintain authorisation** for pet certification and pet passports. As above, those who are currently authorised to certify pets, training must be successfully completed by **19th November 2021 to maintain authorisation.**

Please note, all practitioners who have already registered and successfully completed Module 1 now have access to all other available training modules in CAFRE Online.

Please see Annex 1 for next steps.

What do I need to do if I am not already authorised?

Practitioners who are not currently authorised to provide any form of export health certificates can now also apply to register to complete the General Certification module and the Pet Travel module and / or the Support Health Attestation module.

Please see Annex 1 for next steps.

Designation, Further Training and Refresher Training

Private practitioners who are authorised as certifying officers to issue official certification will be designated as **authorised Private Veterinary Practitioners, aPVPs**. This designation will replace the term Authorised Veterinary Inspector (AVI).

Please note that authorisation is specific to the species, or commodity type, for which successful training has been completed. This training continues to be delivered free of charge by DAERA to veterinary practitioners practising in Northern Ireland.

Further modules will become available in the coming months to cover Cattle, Sheep, Pigs, Horses, Animal By Products, Poultry / Eggs, Zoo and Laboratory animals.

A formal note will be issued when each new module is first made available and, from that date, a 6 month period will be allowed for those already authorised for that species / commodity to complete the training. Failure to complete the training within that period will result in authorisation for that category of export being removed from the designated authorisation, where applicable.

All authorised certifying officers will be required to complete refresher training in all relevant modules at appropriate intervals, usually every 3 years. You will be notified about this in advance of any refresher training due renewal date. Where refresher training is not completed, authorisation will be revoked.

Please see Annex 1 for further details of what to do next.

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Annex 1

You must complete the **aPVP Authorisation Application Form** if you are:

- currently authorised to certify any species / commodity and wish to maintain existing authorisation*
- seeking authorisation for the first time for pet certification and/or support health attestations

****If you have completed Module 1 already and do not seek to maintain or acquire authorisation for certification of pets / pet passports / support health attestations, there is no need to take further action at this time.***

Completion of aPVP Authorisation Application Form

Section A – to be completed by all applicants.

Section B – to be completed by all applicants who have **not** submitted an application form since December 2020, or whose details have changed since recent application.

Section C Part I - to be completed by all applicants

Section C Part II – to be completed by the practice principal

Please note that Section A is in excel format. It is available within the application form, however for those who cannot access it is also available as a separate document. In both cases please download to desktop and complete electronically where possible. If you are already registered on CAFRE Online for certification or other DAERA training e.g. TB testing, please enter your CAFRE Student ID / User Name in Section A.

Please return Section A and a scanned copy of the aPVP Application Form by email. Please see the application form for more details.

Registration with CAFRE Online and accessing the training

When your application is submitted, if you are not already registered with CAFRE Online you will receive an e-mail advising when registration is complete and providing instructions on how to access the online training. Please allow up to 1 week for this registration process to be completed. If you are already registered you can access all modules immediately at [CAFRE Online: Log in to the site](#)

DAERA Authorisation and Personal Stamp

When CAFRE Online training has been successfully completed your application will be processed, and you will receive a letter of authorisation specific to the relevant species or commodity(ies). If you do not already have an official DAERA personal stamp, one will be issued to you by the Department.

Contact

Please contact DAERA Trade Programme at [**DAERATradeExports@daera-ni.gov.uk**](mailto:DAERATradeExports@daera-ni.gov.uk) if you have any queries.

