DAERA authorised Private Veterinary Practitioner

Information Bulletin: aPVP 04/22   **Issued 01 March 2022**

Audience: DAERA authorised Private Veterinary Practitioners issuing intra-EU export health certificates

Subject: **Update on the use of TRACES NT**

Traces NT Certification

It has now been nearly 5 months since the Traces NT (TNT) certification platform was launched in October 2021 and a number of the issues raised at its initiation have now been resolved. Other issues, however, continue to be identified. Please see updated guidance below on the use of TNT.

Certificate number on animal details page:

It has come to our attention that Traces NT may not add the certificate number to the page containing animal details in all cases. This appears to occur where the schedule is longer and requires a separate page. In these cases please add the certificate number to the schedule manually and stamp, date and initial the addition. The issue has been raised with the EU Commission TNT Helpdesk.

Selecting the certificate type:

Please ensure that the correct certificate template for the commodity that you are certifying is selected. Each template contains different disease attestations, therefore using an incorrect template may render the certificate invalid. If you realise, whilst completing a certificate, that you have selected the wrong template it is possible to change it, without having to start from scratch, when you reach section 1.30. You can simply click change under certification model or modify commodity (see below).

Part 2 of the certificate:

Please make use of the certificate templates/guidance available on the DAERA website. The templates can be accessed via the link below. They are password protected. If required, the password can be obtained by emailing DAERATradeExports@daera-ni.gov.uk. You will be required to supply your RCVS number as these templates are only available to veterinarians.

https://www.daera-ni.gov.uk/services/live-animals-exports

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Cancel and replace functionality:

This function is now available and working. You must use this function if you need to cancel a certificate and replace it with a new one or when a correction to a validated certificate is required. This will automatically link the new certificate to the old one. Please do not just start a new certificate as the new certificate must be linked to, and reference, the old one.

Delete functionality:

This function is now also working. The delete function should only be used where a certificate has been created that will not be used e.g. the export is no longer going ahead.
As it is now possible to delete unwanted certificates please delete any certificates which may have been generated and then never used. This also applies to certificates created when TNT was first launched and certificates were sometimes generated as 'practice runs'.

User Manuals:

A number of step-by-step user manuals are available for TNT. These can be accessed on the DAERA website and include manuals adapted by DAERA for NI users (see link below)
https://www.daera-ni.gov.uk/publications/traces-nt-user-guides

Alternatively, the manuals produced by the EU (not NI specific) can be accessed via Traces NT itself via by clicking the 'Help' tab then select 'documents'.

If you have any questions regarding the use of Traces NT please contact your local DAERA office who will be happy to help.

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