



DAERA Stakeholder/Industry

Bulletin 02/24

Issued: 03 June 2024

**Audience: EXPORTERS WHO APPLY FOR EXPORT HEALTH CERTIFICATES (EHCs) VIA
DECOL ONLINE SERVICE**

Subject: Authorised Veterinary Practice Nomination

Purpose

- To advise exporters who apply for Export Health Certificates (**EHCs**) through **DECOL** that, where they are applying for certification by an Authorised Veterinary Practice (**AVP**) the way they nominate that **AVP** is changing from **Monday 10th June 2024**.

Background

- At present, exporters must contact their chosen AVP to ensure they are authorised by DAERA to certify any proposed export. This requirement will remain in place.

A list of AVPs can be found on the DAERA Website:

[Northern Ireland aPVP Veterinary Practices.](#)

- Not all AVPs are authorised to certify all commodities. In addition, some third countries require that certain official certificates for animal products are certified and issued by an Official Veterinarian employed by DAERA.
- Therefore, exporters should always check with the chosen practice / vet if certification can be provided for your specific commodity / EHC.



- Once the AVP has confirmed certification of your export is possible, EHC applications should be made via DECOL.
- [The DECOL system user guide](#) explains how to make your application, including how to inform DAERA if your export will be certified by an AVP.

Revised Application Process (Effective from Monday 10th June 2024)

- At Step 1, indicate if your export will be certified by an AVP by ticking the check box:

Tick this box if your application is to be processed by an Authorised Veterinary Practice

- Once the tick box has been selected, a drop-down menu will be displayed. To ensure the nominated AVP receives the application you must search for, then select your AVP - if they are listed.

Tick this box if your application is to be processed by an Authorised Veterinary Practice

* AVPs

Required.

Begin typing the name of your nominated veterinary practice and select it from the list. If it does not appear, de-select the tick box above and continue the application as normal but add a note in the comments box below to request DAERA to add the practice to the list. DAERA will forward your application to the nominated practice and add them to the list for future applications.

- This drop-down is a pre-populated 'type-and-select' list – simply begin typing the name of your chosen practice to display and select it:

Tick this box if your application is to be processed by an Authorised Veterinary Practice

* AVPs

Tester Magee Veterinary Surgery



- **IMPORTANT:** If your chosen practice does not appear on the list for selection, you must un-tick the box before moving to the next section:

Tick this box if your application is to be processed by an Authorised Veterinary Practice

- Under these circumstances, exporters should add a note to the 'Comments' section that their chosen practice was not available for selection, and include the name of the practice (example below):

Comments

My chosen AVP (INSERT PRACTICE NAME) was not on the list - I have uploaded AVP Nomination Form.

- **USER TIP:** If the chosen practice does not appear on the list, your nominated AVP will still be the certifying officer for your export. However, the supporting documents of the application must include a completed **AVP Nomination Form**.
- This form is available on the [DAERA Website](http://www.daera-ni.gov.uk/publications/nomination-authorized-veterinary-practitioner-apvp).
www.daera-ni.gov.uk/publications/nomination-authorized-veterinary-practitioner-apvp
- Save this form to your desktop and populate all information fields.
- Once all remaining mandatory sections of Step 1 are complete, proceed to Step 2 to upload your completed EHC template and supporting documents (including the AVP Nomination Form, where appropriate).
- Further information on the DECOL application process can be found on the [DAERA website](http://www.daera-ni.gov.uk).
- Any queries on the content of this notice should be directed to your local [DAERA Direct Office](#).



Department of
**Agriculture, Environment
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DAERA Trade Exports

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*Sustainability at the heart of a
living, working, active landscape
valued by everyone.*