



Export Requirements for Infant Formula Products and Formulated Supplementary Foods for Young Children

1 February 2016

TITLE

Animal Products Notice: Export Requirements for Infant Formula Products and Formulated Supplementary Foods for Young Children

COMMENCEMENT

This Animal Products Notice comes into force on 01 July 2016..

ISSUING AUTHORITY

This Animal Products Notice is issued pursuant to sections 60 and 167(1)(ja) of the Animal Products Act 1999, having being satisfied that the setting of the requirements in this Notice is in accordance with the purposes specified under section 60(1)(a) and (c) of that Act.

Dated at Wellington this 1st day of February 2016.

[signed]

Allan Kinsella
Director, Systems Audit, Assurance and Monitoring
Ministry for Primary Industries
(acting under delegated authority of the Director-General)
A copy of the instrument of delegation may be inspected at the Director-General's office.

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Introduction

This introduction is not part of the Animal Products Notice, but is intended to indicate its general effect.

Purpose

- (1) This Animal Products Notice is issued for the purposes of facilitating access to overseas markets of dairy based infant formula products and formulated supplementary foods for young children and for safeguarding assurances provided by New Zealand in respect of those animal products.
- (2) This Notice specifies requirements for ensuring that:
 - (a) all infant formula products and formulated supplementary foods for young children intended for export are processed within premises operating under a risk management programme, or a food safety programme, or risk-based measure under the Food Act 2014 when that Act fully commences, in the case of infant formula products and formulated supplementary foods for young children intended for export to Australia; and
 - (b) every movement of infant formula products and formulated supplementary foods for young children between premises prior to export is associated with the relevant transfer documents raised in E-cert; and
 - (c) every consignment of infant formula products and formulated supplementary foods for young children is declared to MPI by the exporter before export commences; and
 - (d) dairy operators and exporters have appropriate systems in place to support the implementation of the requirements imposed by this Notice.
- (3) To clarify sub clause 2(a), infant formula products and formulated supplementary foods for young children intended for export to Australia may be processed within premises operating under either a risk management programme, or a food safety programme, or risk-based measure under the Food Act 2014 when that Act fully commences, as allowed under regulation 8A of the Animal Products (Exemptions and Inclusions) Order 2000.

Background

Infant formula products, formulated supplementary foods for young children, as well as dairy ingredients used in the manufacture of such products, are internationally regarded as particularly sensitive products. Given the sensitivity of these products, and regardless of specific consignment based assurances, trading partners expect New Zealand to ensure that all parties in the manufacture and distribution chain:

- (a) are held accountable for both the fitness for purpose and compliance of all products intended for export; and
- (b) play an appropriate role should any problems be detected.

This Animal Products Notice sets out controls to address those market expectations.

To comply with the requirements of this Notice, operators and exporters will have to access MPI's Animal Products Electronic Certification System (E-cert). Operators and exporters will have to apply to MPI to access E-cert. Information about getting access to E-cert is available on:

<http://www.foodsafety.govt.nz/industry/exporting/e-cert/getting-access.htm>.

Who should read this Animal Products Notice?

This notice applies to:

- (a) operators who process dairy based infant formula products and formulated supplementary foods for young children intended for export, including dedicated store operators; and
- (b) exporters who intend to export dairy based infant formula products and formulated supplementary foods for young children; and

- (c) recognised agencies, recognised persons and animal products officers who are involved in verification activities under this Notice; and
- (d) authorised persons.

Why is this important?

Operating other than in accordance with this notice will result in a product not being eligible for export.

For the purposes of section 135(1)(c) of the Animal Products Act 1999, a failure to comply with this Notice, or a requirement imposed under this Notice, without reasonable excuse, is an offence.

Other information

This Notice does not contain an exhaustive list of prerequisite requirements for the export eligibility of dairy based infant formula products and formulated supplementary foods for young children.

It is the responsibility of dairy operators and exporters to ensure familiarity with the Animal Products Act 1999 and any relevant secondary or tertiary legislation issued under that Act.

Part 1: Preliminary provisions

1.1 Application

- (1) Subject to clauses 1.1(2), (3), and (4), this notice applies to:
 - (a) infant formula products and formulated supplementary foods for young children intended for export for the purpose of sale or as a result of sale, to any market regardless of whether or not official assurances are required;
 - (b) any person who processes infant formula products or formulated supplementary foods for young children intended for export for the purpose of sale or as a result of sale, regardless of whether or not an official assurance is required; and
 - (c) any person who intends to export, or who exports, infant formula products or formulated supplementary foods for young children for the purpose of sale or as a result of sale (including internet sales), regardless of whether or not an official assurance is required.
- (2) Part 4 of this Notice does not apply to infant formula products and formulated supplementary foods for young children that are intended for export with an official assurance to a country that is subject to Part 4 of the Animal Products Notice: Official Assurances Specifications – Dairy Material and Dairy Products.
- (3) Part 5 of this Notice does not apply to infant formula products and formulated supplementary foods for young children requiring official assurances for export.
- (4) This Notice does not apply to infant formula products or formulated supplementary foods for young children carried overseas by a traveller for the purpose of personal consumption.
- (5) The carrying offshore of infant formula products and formulated supplementary foods for young children in a quantity that is more than that which a reasonable person would consider to be reasonably required for the purpose of personal consumption must, unless the contrary is proved, be treated as an exportation of the infant formula products or formulated supplementary foods for young children for the purpose of sale or as a result of sale.
- (6) All references to infant formula products or formulated supplementary foods for young children in this Notice mean retail ready dairy based infant formula products and retail ready dairy based formulated supplementary foods for young children.
- (7) All references to RMP in this Notice includes FSP (read with appropriate modification) where an animal product business which processes infant formula products or formulated supplementary foods for young children is exporting to Australia and is operating under an FSP instead of an RMP.

1.2 Definitions

- (1) In this Notice, unless the context otherwise requires,:

Act means the Animal Products Act 1999;

authorised person means a person designated by the Director-General under section 65 of the Act as an authorised person for the purposes of issuing official assurances for dairy product;

authorised user means a person that has been given authority by the Director-General to access E-cert;

consignee in respect of eligibility declarations and eligibility documents, means the operator of the premises, or an exporter to which infant formula products or formulated supplementary foods for young children are being transferred;

consignor in respect of eligibility declarations and eligibility documents, means:

- (a) the operator who is transferring infant formula products or formulated supplementary foods for young children to another premises or to an exporter; and
- (b) the exporter who is transferring infant formula products or formulated supplementary foods for young children to another exporter;

consignment means the goods identified in one bill of lading;

dairy based means that an infant formula product or formulated supplementary foods for young children contains, as its predominant protein constituent, protein derived or processed from milk extracted from a milking animal such as a cow, goat or sheep;

Dairy OAS means the Animal Products Notice: Official Assurances Specifications – Dairy Material and Dairy Products, which was issued on 27 August 2014;

E-cert means the Animal Products Electronic Certification System, which is the electronic programme provided by the Director-General for the raising and issuing of eligibility declarations, eligibility documents and export certificates in respect of all animal material and animal products intended for export and export declarations in respect of all infant formula products and formulated supplementary foods for young children intended for export;

Authorised users should, at all times, use E-cert in accordance with the [E-Cert Help File](#).

E-cert Help File means the document prepared by MPI, which sets out guidance and instructions to authorised users for the raising and issuing of eligibility declarations, eligibility documents, and export certificates;

eligibility declaration (EDec) means a document raised by an operator and automatically approved by E-cert, which confirms the eligibility for export of any infant formula products or formulated supplementary foods for young children;

eligibility document (ED) means a document raised by an operator and approved by an official assurance verifier, which confirms the eligibility for export of any infant formula products or formulated supplementary foods for young children;

Authorised users should, at all times, raise eligibility declarations and eligibility documents in E-cert in accordance with the [E-Cert Help File](#).

export certificate means the form of an official assurance for animal material and animal products as determined by the Director-General pursuant to section 62 of the Act;

export declaration means the declaration document associated with a consignment of infant formula products or formulated supplementary foods for young children that is to be submitted by an exporter and approved by an authorised person before the consignment can be exported;

exporter register means the register that the Director-General is required to maintain under section 52 of the Act;

first-hand knowledge in relation to an authorised user or official assurance verifier means knowledge obtained through direct observation of dairy processing undertaken within the relevant premises and includes an understanding of the relevant requirements within and made under the Act, including specifications, export requirements, and verification requirements as the case may be

follow-on formula means an infant formula product represented as either a breast milk substitute or

replacement for infant formula and which constitutes the principal liquid source of nourishment in a progressively diversified diet for infants aged from six months;

formulated supplementary food means a food specifically designed as a supplement to a normal diet to address situations where intakes of energy and nutrients may not be adequate to meet an individual's requirements;

formulated supplementary food for young children means a formulated supplementary food for children aged between 12 months to 36 months;

FSP means a Food Safety Programme adopted by an operator of a food business and based on which the operator has been exempted under the Food Act 1981 from the requirements of the Food Hygiene Regulations 1974; FSP also includes a risk-based measure under the Food Act 2014 when that Act fully commences;

infant formula means an infant formula product represented as a breast milk substitute for infants and which satisfies the nutritional requirements of infants aged up to four to six months;

infant formula product means a product based on milk or other edible food constituents of milk origin which is nutritionally adequate to serve as the principal liquid source of nourishment for infants, and includes infant formula and follow-on formula;

issued in relation to the issuing of an export declaration form, means signed by an authorised person; or in the case of E-cert documents means, approved by an authorised person; and issue has a corresponding meaning;

MPI means the Ministry for Primary Industries;

mobile operation means a land based premises that is able to be transported to another physical location;

official assurance verifier means a person recognised under section 101 or 103 of the Act to undertake official assurance verification and includes an MPI Animal Product Officer; and verifier has a corresponding meaning;

overseas market access requirement (OMAR) means an export requirement specific to an identified overseas market or markets issued by notice under section 60 of the Act;

process means the packaging, storage, transportation, and handling of retail-ready infant formula products and formulated supplementary foods for young children prior to export;

raise means to complete and submit an eligibility declaration, eligibility document or an export declaration in E-cert in accordance with the E-cert Help File;

records means any record that exists in written form, and can be either paper based or electronic;

retail-ready means product which is in a form ready to be sold to consumers, and may or may not need to be reconstituted prior to use;

RMP means risk management programme; and

verification means checks carried out by official assurance verifiers on exporters and operators in accordance with Part 6 of this Notice.

- (2) Unless the context otherwise requires, any term or expression that is defined in the Animal Products Act 1999, or regulations made under that Act and used, but not defined, in this Notice has the same meaning as in that Act or regulations.

Part 2: Requirements on operators and exporters

2.1 Object of this part

The object of this part is to set out the obligations of:

- (a) operators of RMP premises where infant formula products and formulated supplementary foods for young children intended for export are processed; and
- (b) exporters of infant formula products and formulated supplementary foods for young children.

2.2 Requirements on operators

- (1) An RMP operator intending to process infant formula products or formulated supplementary foods for young children for export must:
 - (a) ensure that the infant formula products or formulated supplementary foods for young children are eligible for export according to Part 3 of this Notice; and
 - (b) incorporate procedures as part of their RMP to ensure compliance with the requirements of this Notice; and
 - (c) record in inventory records information relating to the usage and inward and outward movement of infant formula products and formulated supplementary foods for young children to ensure traceability.
- (2) The RMP operator must keep the information required by clause 2.2(1)(c) for a minimum period of 4 years.

2.3 Requirements on exporters

- (1) An exporter who exports or intends to export infant formula products or formulated supplementary foods for young children must ensure that:
 - (a) only infant formula products or formulated supplementary foods for young children that comply with Part 3 of this Notice are presented for export; and
 - (b) any specific overseas market access requirements of the importing country notified under section 60 of the Act regarding infant formula products and formulated supplementary foods for young children are met; and
 - (c) unless exempt under clause 5.2(2) of this Notice, an export declaration is raised in E-cert for every consignment of infant formula products or formulated supplementary foods for young children that the exporter is intending to export; and
 - (d) eligibility declarations, eligibility documents and export declaration are not sent to foreign governments, overseas agents or importers except where authorised by the Director-General; and
 - (e) records of commercial transactions in relation to all consignments of infant formula products or formulated supplementary foods for young children they export are kept for a minimum of 4 years.
- (2) For the purpose of clause 2.3(1)(e) any such records must, at a minimum, include the:
 - (a) date of export; and
 - (b) country of destination; and
 - (c) full description of the product being exported (including brand name); and
 - (d) quantity of product exported; and
 - (e) name of any third party client if the export is undertaken on behalf of a person or business that is not a registered exporter; and

- (f) name of the importer.
- (3) The exporter must ensure that for every exported consignment of infant formula products or formulated supplementary foods for young children, there is a person in the importing country who can be responsible in the event of a product recall.
- (4) For the purposes of clause 2.3(3), exporters must maintain records containing the name and contact details of such persons and must be able to provide this information to the Director-General when requested.

2.4 Requirements on remote sellers

- (1) No person may export infant formula products or formulated supplementary foods for young children by remote sale using an internet site unless that person is:
 - (a) a registered exporter; and
 - (b) an authorised user.
- (2) A remote seller who is not a registered exporter or an authorised user may export infant formula products or formulated supplementary foods for young children through an agent, provided that the agent is:
 - (a) a registered exporter; and
 - (b) an authorised user.
- (3) Where clause 2.4(2) applies, the agent must ensure that the applicable requirements of this Notice are complied with.

Part 3: Export eligibility

3.1 Object of this part

- (1) The object of this Part is to specify requirements that must be met for infant formula products and formulated supplementary foods for young children to be eligible for export.
- (2) Unless expressly stated in this Notice, nothing under this part affects any other eligibility requirements issued by notice of the Director-General under sections 60, 62, or 63 of the Act.

3.2 Eligibility requirements

- (1) To be eligible for export, infant formula products and formulated supplementary foods for young children must at all times:
 - (a) be processed under the control and within the scope of a registered RMP; and
 - (b) be accompanied by an eligibility declaration or eligibility document when transferred from one premises to another where required under Part 4 of this Notice; and
 - (c) be associated with an approved export declaration when required under Part 5 of this Notice.
- (2) Despite clause 3.2(1)(a), infant formula products and formulated supplementary foods for young children may be transported by a registered transporter operating under a Regulated Control Scheme.
- (3) Infant formula products and formulated supplementary foods for young children are not eligible for export if the infant formula products and formulated supplementary foods for young children are:
 - (a) processed outside the control and scope of a registered RMP; or
 - (b) transported by a transporter that does not operate under a Regulated Control Scheme; or
 - (c) transferred from one premises to another or to the exporter without an eligibility declaration or eligibility document being made available in accordance with Part 4 of this Notice; or
 - (d) dispatched from a receiving premises without the eligibility declaration or eligibility document being available to the operator or official assurance verifier of that premises, as required by clause 4.8 of this Notice; or
 - (e) not associated with an approved export declaration when required under Part 5 of this Notice.

Part 4: Traceability requirements

4.1 Object of this part

The object of this part is to demonstrate, through transfer documentation generated within E-cert, that:

- (a) all infant formula products or formulated supplementary foods for young children intended for export are processed only within premises operating under a registered RMP; and
- (b) the traceability of all infant formula products or formulated supplementary foods for young children intended for export is established at all stages of the product's journey right up to the point of export.

4.2 Application of this part

This part does not apply if the infant formula products or formulated supplementary foods for young children are intended for export with an official assurance to a country that is subject to Part 4 of the Dairy OAS.

4.3 Transfer documentation – eligibility declarations and eligibility documents

- (1) RMP operators who process infant formula products or formulated supplementary foods for young children intended for export must ensure that the infant formula products and formulated supplementary food for young children are associated with an eligibility declaration or eligibility document electronically raised in E-cert whenever those products or foods are:
 - (a) transferred between premises (including third party storage premises), regardless of whether the premises is operating under an RMP; or
 - (b) transferred to the exporter, or between exporters; or
 - (c) sent directly to a port or airport facility for export.
- (2) Despite clause 4.3(1), eligibility declarations and eligibility documents are not required for the transfer of infant formula products or formulated supplementary foods for young children:
 - (a) to or from vehicle docking facilities (VDFs); or
 - (b) between premises with multiple RMPs, provided that any product transfer is under the direct control of the operator and that such premises are:
 - (i) owned or occupied by the same operator; and
 - (ii) situated within the same boundary fence with an inventory control system in place that provides for adequate traceability equivalent (in the view of the official assurance verifier) to that provided for in an eligibility declaration or eligibility document.
 - (c) between RMP operators that are directly adjoining and managed by a common managerial structure; with an inventory control system in place that provides for adequate traceability equivalent (in the view of the official assurance verifier) to that provided for by an eligibility declaration or eligibility document, and if the transfer is under the direct control of the operator.
- (3) The exemption in clause 4.3(2)(c) does not apply to mobile operators.
- (4) Eligibility declarations or eligibility documents must be:
 - (a) raised by the consignor; and
 - (b) accessible in E-cert to the consignee before the products or foods could be further transferred from the consignee's premises.

4.4 Preparation and management of eligibility declarations and eligibility documents

- (1) Eligibility declarations and eligibility documents must only be raised by authorised users.
- (2) The operator must have a system to show any movement of infant formula products or formulated supplementary foods for young children from the incoming eligibility declaration or eligibility document to the outgoing eligibility declaration or eligibility document.

4.5 Eligibility declarations to be raised only by authorised users with current first-hand knowledge

- (1) Eligibility declarations must only be raised by authorised users who have current first-hand knowledge of the premises at which the infant formula products or formulated supplementary foods for young children for which they are raising an eligibility declaration are processed.
- (2) Authorised users who do not have the required current first-hand knowledge must only raise eligibility documents.

4.6 Eligibility documents to be issued only by official assurance verifiers with current first-hand knowledge

- (1) Eligibility documents raised by authorised users may only be issued by an official assurance verifier.
- (2) Any official assurance verifier issuing eligibility documents must:
 - (a) have a thorough knowledge and understanding of this Notice and any export requirements applicable to the operator's business; and
 - (b) have current first-hand knowledge of the operator's business so as to confirm that the details contained in the eligibility document are complete and accurate.
- (3) Eligibility documents are completed once the relevant official assurance verifier has issued the documents.

4.7 Procedure for official assurance verifiers

- (1) Official assurance verifiers must only issue eligibility documents that are raised by an operator in accordance with the requirements of this Notice.
- (2) Official assurance verifiers must not issue eligibility documents if the details on the documents are incomplete, inaccurate or not in accordance with the requirements of this Notice, or any relevant export requirements.

4.8 Infant formula products and formulated supplementary foods for young children not to be dispatched from the receiving premises before eligibility declarations and eligibility documents are approved

- (1) A consignee must not dispatch any infant formula products or formulated supplementary foods for young children from their premises until the associated eligibility declaration or eligibility document has been approved and accessible in E-cert to that consignee, and (where applicable) the official assurance verifier of the consignee's premises.

Part 5: Export requirements

5.1 Object of this part

The object of this part is to ensure that exporters only export infant formula products and formulated supplementary foods for young children that comply with the eligibility and traceability requirements of this Notice by:

- (a) ensuring that MPI is made aware, through the submission of export declaration form, of every consignment of infant formula products or formulated supplementary foods for young children that the exporter is intending to export; and
- (b) ensuring that all export declarations are based on an eligibility declaration or eligibility document from the operator of the last premises to have control of the product.

5.2 Application of this part

- (1) This part only applies to infant formula products or formulated supplementary foods for young children that do not require official assurances for export.
- (2) Infant formula products and formulated supplementary foods for young children that require official assurances for export are exempt from the requirement to be associated with an export declaration under this part.

5.3 Export declarations

- (1) An exporter must raise an export declaration in E-cert for every consignment of infant formula products or formulated supplementary foods for young children that the exporter is intending to export.
- (2) An exporter must not export any consignment of infant formula products or formulated supplementary foods for young children until the associated export declaration has been approved by an authorised person.

5.4 Preparation of export declarations

- (1) In raising an export declaration, an exporter must ensure that:
 - (a) the consignor is a New Zealand registered exporter or the New Zealand agent of a foreign exporter (who must be a registered exporter); and
 - (b) the exporter's or agent's full name and physical address and identifier as they appear in the exporter register are included in the declaration; and
 - (c) all applicable fields in the export declaration are filled in correctly; and
 - (d) the export declaration is based on an incoming eligibility declaration or eligibility document.

In submitting an export declaration for approval, the exporter is attesting that the infant formula product or formulated supplementary foods for young children to which the declaration relates meet all applicable legislative requirements and are therefore eligible for export.

5.5 Approval of export declarations

- (1) An export declaration must only be approved by an authorised person.

- (2) An authorised person may only approve an export declaration if it has been prepared in accordance with clause 5.4 of this Notice.
- (3) An authorised person must not approve an export declaration:
 - (a) if the information provided by the exporter is known by the authorised person to be incomplete, inaccurate, or, otherwise not in accordance with any requirement of the Act; and
 - (b) if the declaration has been altered or modified in any way other than in accordance with this Notice.

Part 6: Verification requirements

6.1 Object of this part

- (1) The object of this part is to mandate a mechanism for ascertaining an exporter's or operator's compliance with this Notice by providing for the Director-General to:
 - (a) require the verification of exporters who are not RMP operators by animal product officers; and
 - (b) require the verification of exporters who are RMP operators by official assurance verifiers as part of their routine verification audit; and
 - (c) require the verification of RMP operators by official assurance verifiers as part of their routine verification audit; and
 - (d) specify the frequency of verification of exporters.
- (2) This part also sets out the applicable corrective measures that may be imposed where non-compliances are detected.
- (3) Where there is any inconsistency between any provisions under this part and any provisions of the Animal Products (Export Verification Requirements) Notice 2011, the provisions under this part prevail.

6.2 Application of this Part

This Part does not apply to:

- (a) operators who only process infant formula products and formulated supplementary foods for young children intended for countries to which Part 4 of the Dairy OAS applies; and
- (b) exporters who are also operators of the kind described in clause 6.2(a).

6.3 Verification of exporters

- (1) Animal products officers must verify exporters' compliance with the requirements of this Notice:
 - (a) either immediately prior or subsequent to when the exporter exports the first consignment of infant formula products or formulated supplementary foods for young children, as directed by the Director-General; and
 - (b) at any other times after the first verification as determined by the Director-General in accordance with clause 6.3(3).
- (2) Despite sub clause (1), where the exporter is also an RMP operator, the exporter's compliance with the requirements of this Notice must be carried out by an official assurance verifier as part of their routine RMP verification audit.
- (3) When deciding the frequency of verification for the purposes of clause 6.3(1)(b), the Director-General must have regard to all of the following factors:
 - (a) the nature of an exporter's business;
 - (b) intelligence gathered by MPI regarding the exporter;
 - (c) the exporter's compliance record;
 - (d) the availability of resources for verification purposes; and
 - (e) equity of verification frequency between exporters who are not RMP operators and those who are.
- (4) Exporters of infant formula products or formulated supplementary foods for young children must take all reasonable steps to facilitate any verification by an animal product officer or official assurance verifier as required under this part.

- (5) Any examination or verification carried out under this part must consider whether:
- (a) export declarations raised by exporters were raised in accordance with the requirements of Part 5 of this Notice; and
 - (b) exporters comply with the requirements set out under clause 2.3 of this Notice; and
 - (c) exporters are aware of and in compliance with their duties as exporters as specified in section 51 of the Animal Products Act 1999.

6.4 Verification of operators

- (1) Official assurance verifiers must verify operators' compliance with this Notice as part of their routine on-site verification audits.
- (2) The official assurance verifier must check:
- (a) the operator's compliance with the requirements of clause 2.2 of this Notice; and
 - (b) a selection of eligibility declarations that have been raised by the operator for compliance with the requirements of this Notice.
- (3) For the purpose of clause 6.4(2)(b), a verification check must also ensure that supporting documentation in relation to those eligibility declarations:
- (a) identifies lots; and
 - (b) has traceability via the inventory control system; and
 - (c) has traceability to incoming eligibility declarations.

6.5 Sanctions for non-compliance

- (1) Where non-compliances are detected during verification under clause 6.3 or 6.4 of this Notice, the animal products officer or official assurance verifier, as the case may be, may:
- (a) increase the frequency of verification as he or she deems reasonable; or
 - (b) if the non-compliance is of a significant nature or is occurring frequently, make a recommendation in writing to the Director-General in respect of the person's suitability to raise eligibility documentation and export declaration in E-cert.
- (2) Where it has not been possible to verify an exporter after reasonable efforts, the animal product officer or official assurance verifier (as the case may be) may make a recommendation in writing to the Director-General in respect of the person's suitability to raise eligibility documentation and export declarations in E-cert.
- (3) Where an animal product officer or official assurance verifier makes a recommendation under clause 6.5(1)(b) or 6.5(2), the Director-General may:
- (a) remove the authorised user's access to raise eligibility declarations and require the user to raise eligibility documents only; or
 - (b) remove the authorised user's access to raise export declarations; or
 - (c) require the authorised user to undergo further training; or
 - (d) suspend the authorised user's access to E-cert altogether.
- (4) Where the Director-General proposes to make a decision under clause 6.5(3), he or she must give written notice of the fact to the operator or exporter, specifying:
- (a) the reason for the decision; and
 - (b) the period of any restriction or suspension; and
 - (c) the date on which or time at which the decision commences; and
 - (d) any conditions or requirements in relation to the decision.

- (5) The Director-General may, by written notice to the operator or exporter, revoke a decision made under clause 6.5(3)(a), (b) or (d) at any time if he or she is satisfied that the person is fit to regain his or her authorised user status.