DOG AND CAT FOOD CONTAINING ANIMAL-ORIGIN INGREDIENTS OTHER THAN THOSE ORIGINATING FROM MILK, FISH, GELATIN, DICALCIUM PHOSPHATE, AND/OR COLLAGEN.

(These are also the requirements for dog/cat food vitamin and mineral supplements, e.g. chewable tablets.)

General Information

Taiwan has prohibited the importation of dog/cat food from the US- regardless of the species of origin of the materials. [Dog and cat foods containing no animal-origin materials other than milk, fish, gelatin, dicalcium phosphate, and/or collagen are exempt from this prohibition, and are not covered by this document. Pet chews containing no animal-origin materials other than hides (plus or minus milk, fish, gelatin, dicalcium phosphate, and/or collagen) are also exempt from this prohibition, and not covered by this document. For information on the export of these other materials, please go back to the previous page.]

However, Taiwan has created a complex inspection procedure under which they will allow the importation from certain manufacturing facilities approved by their own inspectors.

Dog/cat food manufacturers must apply to the Taiwanese government (BAPHIQ) for inspection and approval of their manufacturing facilities. This approval is not transferable between different facilities owned by the same entity.

For further information on the Taiwanese application and approval process, exporters should contact:

Nancy Cook
Vice President
Pet Food Institute (PFI)
Phone: 202-367-1120
Fax: 202-367-2120
nancy@petfoodinstitute.org

Veterinary Services (VS) is not involved in this approval process- other than the completion of a "**Plant Certification for Manufacturers of Pet Food to be Exported to Taiwan**." Facilities should contact their local Veterinary Services Area Office for instructions on how to obtain this form after consulting with PFI.

VS is NOT involved in arranging for these inspections. Industry (PFI) has volunteered to coordinate applications for inspections through the representatives of the USDA in Taiwan.

When (if) BAPHIQ approves a facility, only materials produced on or after the approval date recognized by BAPHIQ may be certified. (BAPHIQ will now allow entry of materials produced prior to that date).

In some cases, BAPHIQ may impose additional restrictions on the approval, including on the species of origin of the animal-origin ingredients (other than milk, fish, gelatin, dicalcium phosphate, and/or collagen). Because the facilities are approved by BAPHIQ and not VS, VS may not be aware of all facility-specific restrictions. In cases where VS is aware of additional restrictions, they are noted on the internal VS database available to endorsing VS offices, and VS cannot knowingly endorse certificates for materials that do not meet the additional restrictions.

Actual Shipment Certification

Under certain circumstances, VS does endorse certificates for shipments to Taiwan of dog/cat food produced at facilities approved by BAPHIQ.

The VS Form 16-4 is not endorsed for these shipments. The certificates are instead specific documents printed on special VS Paper. (Prior to July 1, 2010 the certificates are printed on plain paper).

Determination of which certificate is appropriate is based upon whether the shipping container contains materials produced at a one or at multiple facilities approved by BAPHIQ.

The certificates are:

- **DOG/CAT FOOD CONTAINING ANIMAL ORIGIN INGREDIENTS (OTHER THAN MILK, FISH, GELATIN, DICALCIUM PHOSPHATE, AND/OR COLLAGEN) EXPORTED TO TAIWAN (for containers with materials manufactured at one facility approved by BAPHIQ)**
- **DOG/CAT FOOD CONTAINING ANIMAL ORIGIN INGREDIENTS (OTHER THAN MILK, FISH, GELATIN, DICALCIUM PHOSPHATE, AND/OR COLLAGEN) EXPORTED TO TAIWAN (for containers with materials manufactured at multiple facilities approved by BAPHIQ)**

To access these certificates in fillable adobe format, please use your browser's back button.

For more information on procedures related to these certificates please see the following pages.

Instructions for certification of a shipment/shipping container containing only those dog/cat foods produced at a <u>single facility</u> approved by BAPHIQ:

No text is placed in any area that is not "fillable" on the certificate. (Exception: Eventual signature by the VS official.)

A. The exporter prepares the "DOG/CAT FOOD CONTAINING ANIMAL ORIGIN INGREDIENTS (OTHER THAN MILK, FISH, GELATIN, DICALCIUM PHOSPHATE, AND/OR COLLAGEN) EXPORTED TO TAIWAN (for containers with materials manufactured at one facility approved by BAPHIQ)" consistent with these guidelines.

Page 1: The exporter does not enter any text into the following areas:

- Certificate Number/date (upper right hand corner)
- For VS Office Use Only block above the certificate title (There is no text in this box. This is the blue box that "FOR USE BY VS OFFICE ONLY: FOR REISSUES" comes up when the user places their cursor over the box.) The box will not appear on most certificates after endorsement.
- All blocks below statement 6.

1. "This office has on file a notarized affidavit from:" The exporter enters the company name in the space after this prompt. This is the name of the company providing the affidavit. If this is not the manufacturing company, additional affidavits from the manufacturing company must also be provided.
2. Statement 1: The exporter enters the name and address of the facility approved by BAPHIQ that produced the certified dog/cat foods. This name and address must be worded exactly as on the VS database (the same as BAPHIQ records indicate). This includes the use of any abbreviations. The only exceptions where there may be any variation from the exact text on the VS database are "capitalization" versus "lower case" differences, and State abbreviations (States may be abbreviated using standard 2 letter abbreviation instead of writing out the entire name). The exporter should have the manufacturer consult with the manufacturer's local VS office regarding the precise wording of the name and address. The manufacturer should consult with the manufacturer's local VS office if any changes are necessary. **<u>The APHIS reference number for the establishment may NOT be added to this section or any place on the certificate.</u>**

   <u>Extra requirement:</u> A special extra sentence must be added in this space after the above information, if the individual packages of the certified dog/cat food do NOT contain on the label the exact same company name and address as in the VS database (the same as BAPHIQ records indicate). This scenario arises when the manufacturer uses a central address rather than the manufacturing facility address on their label, or when an approved manufacturer produces product for another company. For example, if Company X produces product labeled as produced by Company Y, and the exported product does not contain "Company X" on the label, then this extra statement is required. The extra statement to add in these cases is:

[Name and address of manufacturing facility approved by BAPHIQ] also produces product for the following company [*or companies*]: *[company name that appears on the packages]*.

3. Statement 2: The exporter enters the date of manufacture of the certified dog/cat foods. **A range of dates should be used when multiple dates are applicable, e.g. "May 1, 2006 to November 30, 2006." The date(s) of manufacture must be on or after the date that Taiwan has officially approved the production facility.** This date is included in the VS database. Exporters should have the manufacturer confirm this date with the manufacturer's local VS office.
4. Statement 3: The exporter enters the species of origin of ALL animal-origin ingredients in the certified dog/cat food. For milk-origin ingredients, or fish, gelatin, dicalcium phosphate, and/or collagen, the ingredient type should also be specified, e.g. "dairy (bovine)." If ruminant-origin ingredients other than dairy, gelatin, dicalcium phosphate, and/or collagen are included in the certified dog/cat food, the exporter must present to the VS office a certificate for the ingredients from the country of origin verifying that the ingredients originate only from a country or counties that have been recognized as free from BSE by the Council of Agriculture of Taiwan. These countries and ingredients must have been approved by Taiwan during the Taiwanese inspection of the manufacturing plant.
5. Statement 4: If the certified dog/cat food does **not** contain any ruminant-origin ingredients (other than dairy, gelatin, dicalcium phosphate, and/or collagen), the exporter selects item "A". If the certified dog/cat food **does** contain ruminant-origin ingredients (other than dairy, gelatin, dicalcium phosphate, and/or collagen), then the exporter selects item "B", and enters the country or countries of origin from which these ingredients originate.

Page 2: The exporter does not enter any information into the following areas:

- Certificate number
- Date

1. Section I: The "Type of product" is already completed as "Dog/Cat Food". This may not be altered (no information is added prior to the colon that is in this section). Instead, the exporter enters the summary of the type of packaging, number of packages, and weights of the certified dog/cat food in the larger fillable section following the colon. A "total" weight is not acceptable, if items are individually packaged. The information that must be included must indicate the number of each type of packaging included. For example: "*500 pounds dry dog food (10 5-pound bags, 1 50-pound bag, and 4 100-pound bags); 230 ounces canned cat food (20 5.5 ounce cans, 40 3 ounce cans)*".
2. Sections II-III: The exporter enters the relevant information.
3. Section IV: The exporter enters information sufficient to link the materials actually shipped via a method such as container number or lot numbers.

B. The exporter takes appropriate steps to review for accuracy the prepared certificate, to ensure that materials to be exported meet all limitations for the manufacturer's BAPHIQ approval (e.g. production dates), and prepares the required supporting affidavits.

C. The exporter confirms with their importer that all materials to be exported are eligible for entry into Taiwan.
D. The exporter emails the prepared certificate, a scan of the required affidavit, and scans of supporting certificates for any ruminant-origin ingredients other than dairy, gelatin, dicalcium phosphate, and/or collagen).
E. **The exporter must notify the VS office at the time of submission if the certificate is to replace a previously endorsed version(s).** BAPHIQ will likely not accept the certificate in these cases unless certain procedures are completed. Exporters may contact their local VS office for more information regarding submission procedures.
F. After receiving the certificate, and applicable supporting documents, the VS office: (VS office review does not remove the requirement for the exporter to confirm the accuracy of this information prior to shipment. VS endorsement of the certificate does not indicate that there are no errors in these areas.)
   1. Reviews the prepared certificate for compliance with all VS policies.
   2. Confirms that the name and address of the manufacturing facility in statement 1 are exactly as they appear on the relevant VS database for Taiwan.
   3. Verifies that the production dates listed in statement 2 are on or after the approval date noted in the relevant VS database for Taiwan.
   4. Verifies that either item 4A or 4B is selected, in a manner consistent with the information entered by the exporter in item 3.
   5. Verifies that if item 4B is selected, the country or countries of origin are noted, and that scan(s) of the relevant certificate(s) from the referenced country has been submitted.
   6. Verifies the remainder of the certificate has been prepared consistent with the above guidance, and available information on facility-specific restrictions on the VS database.
   7. Verifies that no additional attachments or text have been added to the certificate.
   8. Once the date of endorsement is known, enters the certificate number, date, printed name and title of the signatory, and the name of the VS office issuing the certificate in the appropriate spaces.
   9. If the certificate is a reissue (a previous certificate has been issued by VS for the same consignment), enters the following text into the "FOR USE BY VS OFFICE ONLY: FOR REISSUES" box above the certificate title on page one: **"This certificate replaces certificate number *[insert certificate number]* dated *[insert date of original certificate]*."**
   10. Prints the certificate duplexed on VS Security Paper (or prior to July 1, 2010 print on plain paper). This certificate is already on VS letterhead. It is not transferred to local office letterhead.
   11. Draws a single diagonal line through unused space at the bottom of page 2.
   12. After final review of the certificate and supporting document, the VS Veterinary Medical Officer determines that he or she is comfortable with the accuracy of the certificate, or if there is a reason to require additional inspection or documentation. If he or she is satisfied, he or she endorses the

certificate (signing page 1 and initialing page 2) and finalizes the certificate under standard VS policies.

See the next pages for: Instructions for certification of a shipment/shipping container containing dog/cat foods produced at a MULTIPLE facilities approved by BAPHIQ:

Instructions for certification of a shipment/shipping container containing dog/cat foods produced at a MULTIPLE facilities approved by BAPHIQ:

No text is placed in any area that is not "fillable" on the certificate. (Exception: Eventual signature by the VS official.)

More detail is required on the certificate when materials produced at different manufacturing facilities are included on the same certificate. Therefore, a different certificate format/form is required for these shipments.

A. The exporter prepares the "DOG/CAT FOOD CONTAINING ANIMAL ORIGIN INGREDIENTS (OTHER THAN MILK, FISH, GELATIN, DICALCIUM PHOSPHATE, AND/OR COLLAGEN) EXPORTED TO TAIWAN (for containers with materials manufactured at multiple facilities approved by BAPHIQ)" consistent with these guidelines.

Page 1: The exporter does not enter any text into the following areas:

- Certificate Number/date (upper right hand corner)
- For VS Office Use Only block above the certificate title (There is no text in this box- the "For VS Office Use Only" comes up when the user places their cursor over the box.) The box will not appear on most certificates after endorsement.
- All blocks below statement 6.

1. "This office has on file a notarized affidavit from:" The exporter enters the company name in the space after this prompt. This is the name of the company providing the affidavit. If this is not the manufacturing company, additional affidavits from the manufacturing company must also be provided, but are not noted here.
2. Statement 1: The exporter enters the page number(s) of the continuation pages that identify which products are produced at which facility approved by BAPHIQ. (E.g.: "3-4").
3. Statement 2: The exporter enters the page number(s) of the continuation pages that identify which products are produced at which facility approved by BAPHIQ.
4. Statement 3: The exporter enters the page number(s) of the continuation pages that identify which products are produced at which facility approved by BAPHIQ. (E.g.: "3-4").
5. Statement 4: If the certified dog/cat food does **not** contain any ruminant-origin ingredients (other than dairy, gelatin, dicalcium phosphate, and/or collagen), the exporter selects item "A". If the certified dog/cat food **does** contain ruminant-origin ingredients (other than dairy, gelatin, dicalcium phosphate, and/or collagen), then the exporter selects item "B", and enters the country or countries of origin from which these ingredients originate.

Page 2: The exporter does not enter any information into the following areas:

- Certificate number
- Date

1. Section I: The exporter enters the page number(s) of the continuation pages that identify which products are produced at which facility approved by BAPHIQ. (E.g.: "3-4").
2. Sections II-III: The exporter enters the relevant information.
3. Section IV: The exporter enters information sufficient to link the materials actually shipped via a method such as container number or lot numbers.

Page 3 and above: The exporter does not enter any information into the following areas:

- Certificate number
- Date

1. "This office has on file a notarized affidavit from (*Insert name of company)*:" In the space after this prompt, the exporter enters the company name. This is the name of the company providing the affidavit. If this is not the manufacturing company, additional affidavits from the manufacturing company must also be provided.
2. "The below products were produced at the following manufacturer approved by BAPHIQ (*Insert full name and address of approved manufacturer*):" In the space after this prompt, the exporter enters the name and address of the facility approved by BAPHIQ that produced the certified dog/cat foods listed on that specific page. This name and address must be worded exactly as on the VS database (the same as BAPHIQ records indicate). This includes the use of any abbreviations. The only exceptions where there may be any variation from the exact text on the VS database are "capitalization" versus "lower case" differences, and State abbreviations (States may be abbreviated using standard 2 letter abbreviation instead of writing out the entire name). The exporter should have the manufacturer consult with the manufacturer's local VS office regarding the precise wording of the name and address. The manufacturer should consult with the manufacturer's local VS office if any changes are necessary. **The APHIS reference number for the establishment may NOT be added to this section or any place on the certificate.**

   A special extra sentence must be added in this space after the above information, if the individual packages of the certified dog/cat food do NOT contain on the label the exact same company name and address as in the VS database (the same as BAPHIQ records indicate). This scenario arises when the manufacturer uses a central address rather than the manufacturing facility address on their label, or when an approved manufacturer produces product for another company. For example, if Company X produces product labeled as produced by Company Y, and the exported product does not contain "Company X" on the label, then this extra statement is required. The extra statement to add in these cases is:

   [Name and address of manufacturing facility approved by BAPHIQ] also produces product for the following company [*or companies*]: *[company name that appears on the packages]*.

3. The exporter then enters the pertinent information into the table for the products produced at that facility. The precise table must be utilized. **Alternative formats and attachments may <u>not</u> be utilized.**
    - Special note regarding the "Species of origin of animal-origin ingredients": For milk-origin ingredients, or fish, gelatin, dicalcium phosphate, and/or collagen, the ingredient type should also be specified, e.g. "dairy (bovine)." If ruminant-origin ingredients (other than dairy, gelatin, dicalcium phosphate, and/or collagen) are included in the certified dog/cat food, the exporter must present to the VS office a certificate for the ingredients from the country of origin verifying that the ingredients originate only from a country or counties that have been recognized as free from BSE by the Council of Agriculture of Taiwan. These countries and ingredients must have been approved by Taiwan during the Taiwanese inspection of the manufacturing plant.
    - Special note regarding production dates: A range of dates should be used when multiple dates are applicable, e.g. " May 1, 2006 to November 30, 2006." The date(s) of manufacture must be on or after the date that Taiwan has officially approved the production facility. This date is included in the VS database. Exporters should have the manufacturer confirm this date with the manufacturer's local VS office.

B. The exporter will always utilize at least pages 1,2,3, and 4 if using this certificate. If products produced at more than 2 facilities are utilized, or if all products will not fit in the space allotted on pages 3-4, additional pages (prepared using the fifth and if necessary the sixth page of the posted pdf) may also be utilized. The exporter should add the "total" number of pages to the appropriate spot on each page (and the specific page number to any page numbered higher than 4). All pages must be created from the posted pdf. Other documents may not be attached to the certificate. If more than 6 pages are needed, the exporter should utilize the special continuation page designed for this certificate. (To access the continuation back, go back to the previous page on your browser and select the appropriate link).

C. The exporter takes appropriate steps to review for accuracy the prepared certificate, to ensure that materials to be exported meet all limitations for the producer's BAPHIQ approval (e.g. production dates), and prepares the required supporting affidavits.

D. The exporter confirms with their importer that all materials to be exported are eligible for entry into Taiwan.

E. The exporter emails the prepared certificate, a scan of the required affidavit(s), and scan(s) of supporting certificate(s) for any ruminant-origin ingredients other than dairy, gelatin, dicalcium phosphate, and/or collagen).

F. The exporter must notify the VS office at the time of certificate submission if only certain pages of the pdf should be printed (for example, only the first 4 pages of the pdf were completed and each page is numbered as "X of 4"), or if two pdfs must be combined (for example, if the certificate requires 8 pages, each page is numbered as "X of 8", and the entire 6 page pdf, plus an additional two pages from a separate continuation page file, must be printed).

G. **The exporter must notify the VS office at the time of certificate submission if the certificate is to replace a previously endorsed version(s).** BAPHIQ will likely not accept the certificate in these cases unless certain procedures are completed. Exporters may contact their local VS office for more information regarding submission procedures.

H. After receiving the certificate, and applicable supporting documents, the VS office: (VS office review does not remove the requirement for the exporter to confirm the accuracy of this information prior to shipment. VS endorsement of the certificate does not indicate that there are no errors in these areas.)

1. Reviews the prepared certificate for compliance with all VS policies.
2. Verifies that either item 4A or 4B is selected, in a manner consistent with the information entered by the exporter in the "Species of origin of animal-origin ingredients" on pages 3 and above.
3. Verifies that if item 4B is selected, the country or countries of origin are noted, and that scan(s) of the relevant certificate(s) from the referenced country or countries has/have been submitted.
4. Confirms that the name and address of the manufacturers noted on the certificate (on pages 3 and above) are exactly as they appear on the relevant VS database for Taiwan.
5. Verifies that all the production dates for each facility on the certificate (on pages 3 and above) are on or after the approval dates noted in the relevant VS database for Taiwan.
6. Verifies the remainder of the certificate has been prepared consistent with the above guidance, and available information on facility-specific restrictions on the VS database.
7. Verifies that no additional attachments have been added to the certificate.
8. Once the date of endorsement is known, enters the certificate number, date, printed name and title of the signatory, and the name of the VS office issuing the certificate in the appropriate spaces.
9. If the certificate is a reissue (a previous certificate has been issued by VS for the same consignment), enters the following text into the "FOR USE BY VS OFFICE ONLY: FOR REISSUES" box above the certificate title on page one: **"This certificate replaces certificate number *[insert certificate number]* dated *[insert date of original certificate]*."**
10. Prints the certificate duplexed on VS Security Paper (prior to July 1, 2010 print on plain paper). This certificate is already on VS letterhead. It is not transferred to local office letterhead.
11. Draws a single diagonal line through unused space at the bottom of page 2.
12. After final review of the certificate and supporting document, the VS Veterinary Medical Officer determines that he or she is comfortable with the accuracy of the certificate and that the certificate is completed in compliance with these guidelines, or if there is a reason to require additional revision, inspection, or documentation. If he or she is satisfied, he or she endorses the certificate (signing page 1 and initialing page 2) and finalizes the certificate under standard VS policies.