

06th April 2018

Circular 01/2018

NOTICE TO ALL ORGANIC CONTROL BODIES & IMPORTERS/FIRST CONSIGNEE

Further to previous Department Notice of August 2016 regarding advance notification please note additional mandatory requirement for Importers & First Consignees in relation to Third Country Imports.

Advance Notice of all Imports of organic products from Third Countries must be forwarded to the Organic Unit of the Department of Agriculture Food & the Marine. In the case of shipments, notice should be provided 7 days in advance of the expected arrival of the consignment, and in the case of imports by air, a minimum of 48hrs notice is required. If advance notification is not received in the time period specified please note this may delay the release of your product.

It is important to note that there are three designated Border Control Posts in Ireland for the import of organic products; Dublin Port, Dublin Airport and Shannon Airport. No other BCP is currently designated for the importation of organic products.

All notifications should be sent by email to Organic@agriculture.gov.ie. Notifications MUST contain the following information

- COI number
- CN number
- Specify whether its food or feed
- A description of the product
- Description of how consignment is packaged
- Quantity of the product
- If travelling by ship is it in a mixed container (Full container/Part container)
- Expected date & time of arrival
- Port of Entry/Border Control Post
- Notice given to your Organic Control Body

All email notifications to the Department must contain the COI number in the subject title of email.

The attached form is to be used for all advance notification of third country imports. Please send copy of this advance notification form to the Department and your Organic Control Body.

All Importers should be aware that all third country consignments may be red routed through Customs for inspection by Department staff and potential sampling. If your consignment is 'red routed' you will be notified of same by the Organic Unit in advance. Your COI will not be verified by the Department on TRACES until such time as the inspection has been completed and all results are in order.

In addition - further to previous notification in September 2017 - you are reminded of the importance of entering code C644 & your COI number in Box 44 of your SAD document. The SAD document, Single Administrative Document, is your customs clearance document.

Code C644 is used for goods that are accompanied by a 'Certificate of Inspection for organic imports'. The COI number is found in Box 3 of your COI once created on TRACES. An example of the correct format of the COI number from TRACES is as follows: COI.AB.2016.1234567

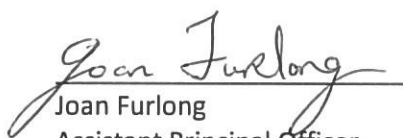
Failure to adhere to the above specified criteria of Advance notification and full completion of Box 44 of your SAD document may result in delays in the verification of your eCOI on TRACES, which may in turn result in delays in the clearance of your import consignment.

Any queries regarding same please contact:

Organic Unit, Department of Agriculture Food & the Marine, Johnstown Castle Estate, Wexford

053-9163400 Organic@agriculture.gov.ie

Thank you



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