



Animal &
Plant Health
Agency

APHA Briefing Note 28/20

Issuing Notifiable Disease Clearances through the Export Health Certificates (EHC) Online Service

Date issued: 24 August 2020

Purpose

1. To inform Certifying Officers (Official Veterinarians and Environmental Health Officers) located in England, Scotland and Wales of a change of procedure being introduced for issuing Notifiable Disease Clearances (618NDC) and other supporting export instructions where the certification is issued using the [Export Health Certificates \(EHC\) Online service](#).

Background

2. The EHC Online service is a new web-based service for the application and issuing of EHCs from Great Britain to non-European Union countries and was launched on 1 June 2020 for exporters, exporting agents and Certifying Officers to:
 - register as a new user and create an account
 - apply for certain EHCs that have been made available on the service at this time, and
 - carry out certification services.
3. Certifiers can register for the EHC Online service using the [GOV.UK](#) registration page.
4. Additional functionality has now been released in the EHC Online service to enable the Centre for International Trade – Carlisle to upload documents into an exporter's application and for the Certifying Officer to be able to view/download/print the documents via their EHC Online Certifier Portal.

New Procedures for Supplying Notifiable Disease Clearances in EHC Online for White Paper Certificates

5. Where an EHC is permitted to be printed and certified using plain white paper, CITC will now upload the 618NDC and any additional supporting information into the EHC Online application. This will enable the Certifying Officer to view, download or print the 618NDC/support information directly from EHC Online.
6. 618NDCs and additional supporting information will no longer be issued to Certifying Officers by email for plain white paper certification.
7. This currently applies for the following certification:
 - EHCs for National Trade to Northern Ireland, the Isle of Man and the Channel Islands where EHCs are always issued using plain white paper
 - Third Countries that have agreed to receive EHCs printed on white paper during the COVID-19 restrictions, see [APHA Briefing Note 16/20](#) for more details.
8. CITC will implement this procedure from 1 September 2020.

Accessing Uploaded Documents on EHC Online

9. Certifying Officers can access uploaded documents in an EHC Online case record by:
 - clicking on **Summary** next to the case which has been dispatched. This will take you to the **Manage Case** page
 - In the **Manage Case** page there is an **Attachments** tab where the 618NDC and/or any supporting information will be uploaded.

Further Information

- Additional guidance for Certifiers can be found on the Certification Procedures page in the Exports guidance on the APHA [Vet Gateway](#)
- Guidance for Certifiers on the Export Health Certificates (EHC) Online service can be found on the EHC Online page of the APHA [Vet Gateway](#)
- Guidance for Certifiers to register for the EHC Online service can be found on the [GOV.UK](#) EHC Online registration page
- Any queries relating to this APHA Briefing Note should be sent to: exports@apha.gov.uk

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