



European Union eligibility of dairy and fish export checklist

This checklist is to support the eligibility of dairy and fish products destined for export to the European Union (EU) and is to be completed by the exporter.

Submit this completed checklist, the manufacturers declaration/s of compliance and National Association of Testing Authorities (NATA) test results to the Assessment Services Group mailbox (foodexports@awe.gov.au) when requesting validation of your request for permit (RFP).

Consignment Details

RFP/REX Number (mandatory)	
Name of exporter	
EU destination country	

Note: Where you are using NEXDOC please attach information into the REX where applicable.

EU eligibility

a. This shipment must be supported by the following:

Documents to be submitted with export permit application	Yes	N/A
NATA test results as detailed in Micor	<input type="checkbox"/>	<input type="checkbox"/>
EU specific manufacturers declaration/s of compliance	<input type="checkbox"/>	<input type="checkbox"/>
Copy of completed and signed EU eligibility checklist	<input type="checkbox"/>	<input type="checkbox"/>

b. The following must be kept on record and be in the exporter's possession:

Documents in the exporter's possession (not to be submitted with export permit application)	Yes	No	N/A
Copy of the loading sheet (packing information from dispatching/packing establishment)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Copy of the container checklist which ensures the condition of the container is suitable for use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photograph of empty container	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photograph/s of the packed container (doors open) showing: <ul style="list-style-type: none"> • each product type • each batch (where there is more than one) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photograph of the closed container showing: <ul style="list-style-type: none"> • container number • seal number 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Declaration of documents which support EU export eligibility

To be completed and signed by the exporter responsible for this shipment.

I declare that I am in possession of all the documentation outlined in table b., EU Eligibility.

Signature (electronically is acceptable): _____

Date (DD/MM/YYYY): _____

Full name (printed): _____

Packing information

c. The following is to be completed by the establishment loading the goods for export.

Establishment number	
Establishment name (EU listed, where container was loaded where applicable)	
Container number	
Seal number	

d. The following is to be completed by the establishment loading the goods for export.

Packing evidence and documentation	Yes	No	N/A
Confirmation the container was clean and free of pests, odours and in sound condition at the time of packing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Confirmation the packaging of the goods for export were intact (not damaged) and fit for purpose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A photo of the packed container was provided to the exporter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A copy of the container load sheet was provided to the exporter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A copy of the container inspection sheet was provided to the exporter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A copy of the transfer certificate issued at dispatch by the establishment where the container was packed was provided to the exporter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Declaration of the Establishment that packed the goods for export

To be completed and signed by a person nominated in the approved arrangement of the company that has direct oversight of the loading process of this container.

I declare that the information referred to in tables c. and d. above is accurate and complete

Signature (electronically is acceptable): _____

Date (DD/MM/YYYY): _____

Full name (printed): _____

Declaration of EU eligibility

To be completed and signed by the exporter responsible for this shipment.

I declare that the information provided above for this consignment has been verified by me and meets the eligibility requirements for export to the European Union.

Signature (electronically is acceptable): _____

Date (DD/MM/YYYY): _____

Full name (printed): _____

Company name: _____

OFFICE USE ONLY	Yes	No
Documents outlined in table a. have been submitted with the export permit application	<input type="checkbox"/>	<input type="checkbox"/>
Declaration of documents which support EU export eligibility has been signed	<input type="checkbox"/>	<input type="checkbox"/>
Declaration of the Establishment that packed the goods for export has been signed	<input type="checkbox"/>	<input type="checkbox"/>
Declaration of EU eligibility has been signed	<input type="checkbox"/>	<input type="checkbox"/>

Additional comments to support EU eligibility (if applicable)

This checklist has been verified by a Department of Agriculture, Water and the Environment officer

Signature (electronically is acceptable): _____

Date (DD/MM/YYYY): _____

Full name (printed): _____