

UNITED STATES DEPARTMENT OF AGRICULTURE  
FOOD SAFETY AND INSPECTION SERVICE  
WASHINGTON, DC

# FSIS NOTICE

66-20

12/9/20

## IMPLEMENTATION OF THE STATEMENTS MODULE AND DIGITAL SIGNATURE FOR EXPORTS PROCESSED IN THE PUBLIC HEALTH INFORMATION SYSTEM FOR VIETNAM

### I. PURPOSE

This notice provides instructions to inspection program personnel (IPP) when reviewing country-required statements generated by the Public Health Information System (PHIS) statements module and applying a digital signature to export certificates upon application approval for meat (including Siluriformes) and poultry exports to Vietnam. The PHIS statements module will replace the current use of letterhead certificates for meat and poultry exports to Vietnam. Export applicants will not attach any letterhead certificates for Vietnam to export applications that will be approved on or after December 21, 2020. The PHIS statements module is being implemented for meat and poultry exports to Vietnam that are approved beginning December 21, 2020.

### II. BACKGROUND

A. On May 20, 2019, FSIS added Vietnam to the PHIS export module. After that date, export applicants were to use PHIS to submit all export applications for meat and poultry exports. Export applicants were also to attach a PDF of any required FSIS letterhead certificate(s) to the electronic application in PHIS. IPP were to print and sign the letterhead certificates separately from FSIS Form 9060-5 (Meat and Poultry Export Certificate of Wholesomeness).

B. Enhancements to the PHIS export module now allow the export applicant to select the applicable statements required by the importing country for the species and product and include those statements on FSIS Form 9060-5B (Meat, Poultry and Egg Products Export Certificate of Wholesomeness Continuation Sheet).

### III. EXPORT CERTIFICATES APPROVED PRIOR TO DECEMBER 21, 2020

A. For all meat and poultry exports to Vietnam where the PHIS export application will be approved and the export certificate will be signed prior to December 21, 2020, the required statements are to continue on the current letterhead certificates available in the [FSIS Export Library](#) listing for [Vietnam](#). IPP are to continue printing letterhead certificates on standard 8.5" x 11" white copy paper, not security paper. IPP will continue applying a wet ink signature to the export certificate, any continuation pages, and any letterhead certificates until December 21, 2020.

B. For all meat and poultry exports to Vietnam where the PHIS export application will be approved and the export certificate will be signed prior to December 21, 2020, IPP will continue to use PHIS to print FSIS Form 9060-5 and any continuation pages (FSIS Form 9060-5A and FSIS Form 9060-5B) on FSIS security paper.

**DISTRIBUTION:** Electronic

**NOTICE EXPIRES:** 12/1/21

**OPI:** OPPD

#### **IV. PHIS STATEMENTS MODULE FOR CERTIFICATES APPROVED BEGINNING DECEMBER 21, 2020**

A. For all meat and poultry exports to Vietnam where the PHIS export application is approved and the export certificate is signed on or after December 21, 2020, IPP are to be aware that letterhead certificates are not to be used by the export applicant and IPP are not to issue and sign letterhead certificates for these export shipments. Instead, the country-required statements will be added within PHIS to FSIS Form 9060-5B.

B. IPP are to be aware that PHIS will have all country-required statements pre-programmed into the system, and the export applicant will select the appropriate statement(s) based on the product(s) listed on the export application and the guidance in the [FSIS Export Library](#) listing for [Vietnam](#). PHIS will automatically display all selected statements on FSIS Form 9060-5B. In situations where multiple products are included on an export application and multiple sets of statements are required by the importing country, the export applicant will need to select each set of required statements. For example, if the export shipment includes poultry and beef, the export applicant will select the statements for poultry and the set of statements for beef.

C. Export applicants are not able to edit or alter the content of any of the selected statements. The statements that will be used and added via the PHIS statements module are the exact same statements from the current letterhead certificates that are applied based on the product (species) exported. IPP are to ensure the correct country-required statements are included on the export certificate based on the requirements in the [FSIS Export Library](#) listing for [Vietnam](#) and the products being exported.

D. IPP are to be aware that export applicants can unlock the export application and edit which statements they select or deselect at any point prior to final application approval by the FSIS final approver, which is the PHV for exports to Vietnam. Therefore, IPP are not to reject an export application if the correct required statements are missing or incorrect statements are added by the export applicant. Instead, IPP are to inform the export applicant that they need to correct the required statements and re-submit the export application after correction. After correction and re-submission of the application by the export applicant, IPP can continue with the application review and approval process in PHIS.

E. The [FSIS Export Library](#) listing for [Vietnam](#) will be updated to reflect the transition from using letterhead certificates to using country-required statements via the PHIS statements module. The links to letterhead certificates will remain in the [FSIS Export Library](#) listing for [Vietnam](#) until implementation of the PHIS statements module on December 21, 2020. After that date, the [FSIS Export Library](#) listing for [Vietnam](#) will only reflect the required statements to be used by the export applicant via the PHIS statements module.

F. The statements module will be activated on December 14, 2020 to allow export applicants the ability to select the required statements for export applications that will be approved on or after December 21, 2020. IPP are to be aware that export applicants must not select and use the statements via the PHIS statement module for any export application that will be approved prior to December 21, 2020. Prior to December 21, 2020, IPP are not to approve any export application that includes statements from the PHIS statement module.

#### **V. SECURITY PAPER AND DIGITAL SIGNATURE**

A. IPP are to continue using FSIS security paper to print FSIS Form 9060-5 and any continuation pages for all meat and poultry exports to Vietnam.

B. For all meat and poultry exports to Vietnam where the PHIS export application is approved and the export certificate is signed on or after December 21, 2020, PHVs are to apply a digital signature to FSIS Form 9060-5 and any continuation pages.

C. Beginning on December 21, 2020, for all meat and poultry export application approvals for Vietnam, PHIS will only provide the Lincpass signature option and will display onscreen Lincpass instructions after the approving official clicks the Approve and Sign button in the export task. PHVs are to follow the PHIS onscreen instructions in coordination with Attachment A of FSIS Directive 13000.5, [Public Health Information System Export Certification](#) to apply the correct digital signature to FSIS Form 9060-5 and any continuation pages.

**NOTE:** There is only one correct digital signature format. When applied according to the instructions in FSIS Directive 13000.5, the digital signature will not show the red Adobe watermark and will not include a date within the signature. Examples of the correct digital signature are available on the sample export certificates listed in the Information for Industry section of the [PHIS Export Component](#) page of the FSIS website.

## VI. AWARENESS MEETING WITH PLANT MANAGEMENT

Immediately upon receipt of this notice, the inspector-in-charge (IIC) is to have a meeting with the establishment management to make them aware of the contents of this notice.

## VII. QUESTIONS

Refer questions regarding this notice or any other export questions to the Import Export Policy Development Staff by e-mail to [ImportExport@fsis.usda.gov](mailto:ImportExport@fsis.usda.gov), or by telephone at 1-855-444-9904. Questions can also be submitted through [askFSIS](#). When submitting an [askFSIS](#) question, use the **Submit a Question** tab and enter the following information into the fields provided:

Subject Field: Enter **Notice 66-20**.

Question Field: Enter your question with as much detail as possible.

Product Field: Select **Exports** from the drop-down menu.

Category Field: Select **Export Certificates** from the drop-down menu.

Policy Arena: Select International (Import/Export) from the drop-down menu.

When all fields are complete, press **Continue** and at the next screen press **Finish Submitting Question**.

**NOTE:** Refer to [FSIS Directive 5620.1](#), *Using askFSIS*, for additional information on submitting questions.



Assistant Administrator  
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