Export Implementation Questions and Answers

1) **When completing a 9060 Application the applicant must select the appropriate Certification Statements. One of the statements is:** *I CERTIFY that the meat, meat food product or meat byproduct specified hereon is from animals that received both ante-mortem and postmortem inspection and were found sound and healthy and that it has been inspected and passed as provided by law and regulations of the Department and is sound and wholesome.* **There are additional certification statements for poultry products and Siluriformes products. Will the text of the certification statements ever change? How does the applicant identify their choice of Certification Statements?**

The text of the Certification Statements will not change. When the applicant is completing an application on-line, the applicant chooses the appropriate statement by checking the box to the left of the statement.

For batch file submission of applications, the applicant submits the accepted values as identified in the XML Specification. This field is required to submit for approval. Accepted values are as follows:

- Meat

- Poultry

- Meat and Poultry

- Siluriformes
- None of the Above

2) **Are Shipping Marks required for all applications for export? Does PHIS Export generate the Shipping Marks?**

FSIS does not require shipping marks on the application or on product certified for export; however, some countries require shipping marks, as indicated in the FSIS Export Library. PHIS Export does not generate Shipping Marks. When a shipping mark is required by the importing country, the applicant will add the shipping mark to the appropriate field in the application (online application or batch file process), and this shipping mark will appear on the corresponding certificate.

3) **Does PHIS Export generate the "Unique Identifier"?**

PHIS Export does not generate a Unique Identifier (UI). Applicants may use an alphanumeric UI in lieu of USDA's export stamp only if the importing country's Export Library indicates that it will accept a UI.

4) **Will applicant be able to send real time batch processing files to PHIS?**

PHIS Export processes XML files through the Web Service as it receives them.

5) **How does PHIS Export inform the applicant of the status of their 9060 applications?**

When the applicant is using the on-line PHIS Export, the status of the application is available on the *Create/View 9060-6 Export Applications* page. When the applicant is using batch file processing, they

can retrieve the status via a web service call. Batch file processing results in summary emails which sent each morning and PHIS sends emails with error messages shortly after the system recognizes an error. The status of batch file submissions is also available on the *Create/View 9060-6 Export Applications* page.

6) **What data fields will make up a unique key for a record that is submitted as XML for batch file processing? How does PHIS Export recognize that a request for a change to a record is not a new request? Will the update require the same GUID?**

For batch file processing, applicants can use the application number or ApplicationUID for updates or replacements. The XML Specification document has additional details on each of these data elements.

7) **On Page 18 of the 24-page Batch Export XML specification document, there is a field "ProductName" which is defined to be a string limited to 50 characters. Can ProductName be expanded to at least 90 characters?**

The length was set at 50 characters because the space available for product name on the 9060-5 Export Certificate of Wholesomeness is space limited. FSIS is reviewing this request for change.

8) **For batch file processing, is the Product GUID at a master data level or at an order / application level?**

The ProductUID field is a required and unique element for each product within the application.

<u>Procedural</u>

1) **What is the "end to end" testing process? How will we know that our file is processed correctly and that our tests are successful? Is FSIS going to assign an individual to work with Applicant in order to test and approve the export files that we send them?**

The end-to-end testing process includes all actions from submitting an application to receipt of (non-official) export certificates. The end-to-end test includes FSIS completion of the PHIS Export Task and signing and presenting the certificate and related documents. The Export Applicant and Export Broker roles can review all applications for accuracy at the user interface screen *Create/View 9060-6 Export Applications*. FSIS will assign personnel for the end-to-end testing phase. FSIS expects that one individual will be assigned to assist each applicant (or group of applicant representing the same establishment).

2) **When using the PHIS Export batch file process, for a submitted application, will the applicant submit an update or cancel the existing one and send a new one?**

Applicants can update an application by using the application UID. PHIS Export will overwrite exiting information with the updated record. The applicant can edit any part of an application prior to FSIS inspection personnel opening the export task associated with the application. After FSIS opens the task, applicants can only edit product weight and package counts. If other edits are required, the applicant must cancel the application and submit a new application. If FSIS has approved the application, the applicant can request a replacement certificate.

3) **When using the PHIS Export on-line, for a submitted application, will the applicant submit an update or cancel the existing one and send a new one?**

Applicants can update an application on-line. The applicant can edit any part of an application prior to FSIS inspection personnel opening the export task associated with the application. After FSIS opens the task, applicants can edit only product weight and package counts. If other edits are required, the applicant must cancel the application and submit a new application. If FSIS has approved the application, the applicant can request a replacement certificate.

4) There is a field called "Container". How does the applicant use this field? Can an applicant update this field with batch file processing?

The "Container" field is for the commercial identification number of the container in which the product is sealed and exported, as required by some countries. Applicants can update the container and seal numbers via PHIS Export batch file processing or on-line. Applicants can update the information at any time. PHIS will capture the seal and container numbers provided by the applicant, but does not add the container and seal numbers to any export documentation. The numbers are available to importing country officials when they access PHIS.

5) When would a paper 9060-5 Certificate of Wholesomeness be issued instead of an electronic replacement?

For countries phased into PHIS Export, applicants will receive replacement certificates processed through PHIS (using either an electronic application or a paper application submitted to the FSIS proxy for entry into PHIS). PHIS Export will allow a one-to-one replacement certificate for a previously issued paper certificate. PHIS will generate the replacement certificate, whether the applicant submitted the application online, or submitted a paper application to the FSIS proxy for entry into PHIS

6) For the Product Information field, does TRUE = FROZEN and FALSE = FRESH?

The data element Frozen Shelf Stable allows the following values: true or false. If true, the product is frozen or shelf stable. If false, the product is not frozen or not-shelf stable.
Please refer to the XML Specification for details on the various product fields that are required for application submission

7) Is "Product Maturity" information required for all Species and all Countries? Is this information available in GTS for all species?

The field is only required for beef products

8) Are Product Shipping Marks different from Export Marks?

Yes. The Export Marks are either the Certificate Number provided by PHIS or the optional Unique Identifier provided by the applicant, as determined by the FSIS Export Library. Shipping Marks are additional marks that industry might use to further characterize the product, and may or may not be required by the importing country, as indicated in the FSIS Export Library

9) Will Applicant need to enter our Product Codes into the USDA ELVS system?
No

10) Will the PHIS system assign an Export Certificate number or will Applicant assign that number? How will Applicant get the Export Certificate number?

PHIS automatically assign a 7-digit Export Certificate number. It is the same as the Export Application

Number. The applicant is made aware of the certificate number as the applicant completes the application. On-line, the number is displayed at the top of the page during the application process. With batch file processing, the number is available via a web service call

11) Will we still be required to stamp the Export Certificate number on the box labels, as it is done today?
The PHIS Export Component does not alter policy for stamping product for export.

12) How often will the USDA approve and print documents?

Electronic PHIS Export does not alter existing practices for product re-inspection, export verification, and certification. Applicants and exporters will need to continue to work with their FSIS inspection personnel to coordinate all export activities.

13) Will the Applicant Export Clerk be able to see the Health Certificate online?

Yes, provided the Applicant Clerk has access to PHIS and the proper role and application access levels. Anyone with access and the appropriate role will be able to view a PDF of the signed export certificate as well as a signed copy of any required associated supplemental documents.

14) What will the contingency plan be for submitting and approving Health Certificates when the PHIS system is unavailable?

If the FSIS system, PHIS has a failure, the Agency will issue paper certificates as is currently done.

15) How long will the USDA keep the submitted and approved records?

FSIS has an approved records retention policy for paper records held in USDA offices. The paper records to be maintained are those dated the current fiscal year and the two previous fiscal years