

Annex No. 2
to the Administrative Regulation
for the provision by the Federal Service
for Veterinary and Phytosanitary Surveillance
of a public service to issue authorizations
for the import into the Russian Federation and
the export from the Russian Federation,
as well as for the transit through its territory of
animals, animal products,
pharmaceutical products for veterinary use,
animal feed and feed additives, as approved by
the Order of the Ministry of Agriculture of Russia No. 404
dated November 07, 2011

INFORMATION TO PROVIDE IN THE APPLICATION LETTER

List of amending documents
(as amended by the Orders of the Ministry of Agriculture of Russia
No. 268 dated July 08, 2013,
No. 496 dated October 31, 2016)

I. To issue an authorization for the import of animals
and animal genetic material

1. Last name, first name and (if any) patronymic name of the private person (importer) or full name of the legal person (importer);

2. Last name, first name and (if any) patronymic name of the private person (recipient) or full name of the legal person (recipient of regulated goods in the Russian Federation), its registered address or legal address and TIN.

It is not allowed to indicate several recipients in an application letter;

3. Name of regulated goods (biological species) and their CN FEA code (first 4 characters).

It is allowed to indicate several species belonging to the same genus of mammals, birds or other animals in an application letter;

4. Quantity of regulated goods and units of their measurement for each item;

5. Exporting country.

It is not allowed to indicate several exporting countries in an application letter;

6. Origin of regulated goods:

environmental;

bred or grown in artificial conditions;

It is not allowed to indicate information about animals of different origin in an application letter;

7. Last name, first name and (if any) patronymic name of the private person (supplier) or full name of the legal person (supplier);

8. Type of transport to be used for importing regulated goods;

9. Places of the change of vehicles (if applicable), watering, feeding and resting (if applicable) to be used for importing animals.

It is allowed to indicate several alternative routes;

10. Veterinary control points through which the import into the Russian Federation is planned, place of customs clearance and route of transportation (in case of the import of regulated goods in transit through CIS or the Eurasian Economic Union member state, it is necessary to indicate a control point at the border of CIS or the Eurasian Economic Union member state).

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

It is allowed to indicate several control points;

11. Purpose of import: breeding, keeping, fattening, slaughter, import for sports, entertainment events.

It is not recommended to indicate information about animals imported for different purposes in an application letter;

12. Information confirming compliance with the conditions for quarantine implementation and further keeping of animals in the recipient farm;

13. Production capacity of the recipient establishment for importing animals for slaughter.

14. Address of place of quarantine implementation for animals in the exporting country, indicating administrative territory of the exporting country;

(clause 14 was introduced by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

15. Region of the Russian Federation into which the import is planned.

It is not allowed to indicate several regions of the Russian Federation in an application letter into which the import is planned.

(clause 15 was introduced by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

II. To issue an authorization for the import of feed and feed additives

1. Information specified in clauses 1, 2, 4, 5, 7, 8, 10 of section I of the Annex to the Administrative Regulation;

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

2. Name of regulated goods and their CN FEA code (first 4 characters);

3. Country of origin of regulated goods (applicable for plant and animal origin products), name, producer's number, administrative territory and location address;
4. Country, region of origin of plant and animal raw materials used in production (not applicable for components of other origin);
5. Registration number of feed additive, accounting series (for feed additives);
6. Registration number of feed in the National Register of Feed, containing genetically modified organisms (for feed with genetically modified organisms);
7. Primary production process (for non-registered feed and feed additives):
 - microbiological synthesis;
 - chemical synthesis;
 - grinding;
 - extruding;
 - extraction;
8. Heat treatment mode (if applicable);
9. Percentage component composition (for feed and non-registered feed additives); (clause 9 was amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)
10. Purpose of import, including animal species for which feed and feed additives are intended (applicable for each item of regulated goods).

III. To issue an authorization for the import aquatic biological resources and their products

1. Information specified in clauses 1, 2, 4, 5, 7, 8, 10 of section I and clause 2 of section II of the Annex to the Administrative Regulation;
(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)
2. Areas of catching (extraction) of aquatic biological resources;
3. Purpose of import:
 - for sale,
 - for processing,
 - for storage.

It is not allowed to indicate information about regulated goods imported for different purposes in an application letter;
4. Place of temporary storage on the territory of the foreign country (applicable for the import of regulated goods of Russian origin with the temporary storage on the territory of the foreign country).

5. Information about the contract between exporting establishment and importing establishment (number, date of conclusion and validity period).

(clause 5 was introduced by the Order of the Ministry of Agriculture of Russia No. 268 dated July 08, 2013)

IV. To issue an authorization for the import of regulated goods with hazardous biological agents

1. Information specified in clauses 1, 2, 4, 5, 8, 10 of section I of the Annex to the Administrative Regulation;

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

2. Name of regulated goods and their CN FEA code (first 4 characters).

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

It is not allowed to indicate information about different items of regulated goods, containing hazardous biological agents in an application letter;

3. Last name, first name and (if any) patronymic name of the private person (sender) or full name of the legal person (sender), administrative territory, location address.

It is not allowed to indicate information about several senders in an application letter;

4. Detailed information about regulated goods with a list of microorganisms (pathogens of animal diseases) which they contain (may contain);

5. Last name, first name, patronymic name of the person accompanying regulated goods;

6. Description of package corresponding to the level of the biological hazard of regulated goods;

7. Purpose of import: for laboratory testing, for scientific use, for use in biotechnology, registration tests;

8. Particulars of documents for recipient's right to work with regulated goods.

V. To import issue an authorization for the import of regulated goods, not relating to sections I to IV of the Administrative Regulation
(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

1. Information specified in clauses 1, 2, 4, 5, 8, 10 of section I, clause 2 of section II, of the Annex to the Administrative Regulation;

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated

October 31, 2016)

2. Country of origin of regulated goods (applicable if the exporting country is not the country of origin).

It is not allowed to indicate information about several countries of origin of regulated goods in an application letter;

3. Name, number, administrative territory, producer's location address (except for down and fur and lambskin raw materials).

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

It is allowed to indicate information about several producers located in one country in an application letter;

4. Administrative territory of the origin of regulated goods (applicable individually for each producer).

5. Intended use (application area) of imported goods;
(clause 5 was introduced by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

6. As for non-registered pharmaceutical products for veterinary use – name of organization where a pharmaceutical product for veterinary use will be used.

(clause 6 was introduced by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

VI. To issue an authorization for the transit of regulated goods

1. Applicant's name;

2. Information specified in clauses 4, 5, 8, 10 of section I, clause 2 of section II and clause 2 of section V of the Annex to the Administrative Regulation;

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

3. Importing country of regulated goods.

It is not allowed to indicate information about several importing countries in an application letter;

4. As for the transit of farm animals – route of transportation, stops, transshipment, places for feeding (watering) animals, transportation (movement) conditions, as agreed with the authorized veterinary executive authorities of the relevant regions of the Russian Federation, on the territory of which the transit route of animals passes (indicating the details of the relevant letters and copies of these letters);

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

5. Country of transshipment (if applicable).

VII. To issue an authorization for the export of animals and genetic material

1. Information specified in clauses 1, 3, 4, 6 of section I, clause 4 of section V of the Annex to the Administrative Regulation;
(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

2. Last name, first name and patronymic name of the private person or name of the legal person (producer of goods in the Russian Federation), its registration address or legal address and TIN.

It is not recommended to indicate information about several places of origin of goods in an application letter;

3. Purpose of export: re-export, export for sports, entertainment events;

4. Place of quarantine implementation in the Russian Federation indicating organization (if applicable);

It is not allowed to indicate information about several places of quarantine implementation in an application letter;

5. Types of transport to be used for the export of regulated goods;

6. Control points to be used for the export of regulated goods from the Russian Federation, place of customs clearance and route of transportation;

7. Information on the guarantees of compliance with veterinary requirements of the importing country;

8. Control point at the border of CIS or the Eurasian Economic Union member state (applicable to the export of regulated goods in transit through CIS or the Eurasian Economic Union member state).

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

VIII. To issue an authorization for the export of feed and feed additives

1. Information specified in clauses 1, 4 of section I, clauses 2, 6 of section II, clause 4 of section V, clauses 5, 6, 8 of section VII of the Annex to the Administrative Regulation;
(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

2. Name of the legal person (producer), its legal address;

3. Last name, first name and (if any) patronymic name of the private person (recipient) or name of the legal person (recipient of regulated goods), number, administrative territory and location address;

4. Purpose of export.

IX. To issue an authorization for the export of aquatic biological resources and their products

1. Information specified in clauses 1, 4 of section I, clause 2 of section II, clause 4 of section V, clauses 5, 6, 7, 8 of section VII, clause 3 of section VIII of the Annex to the Administrative Regulation;

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

2. Name of producing establishment (vessel), export number and its legal address or registration address (for onshore establishments);

3. Areas of catching (extraction).

X. To issue an authorization for the export of regulated goods with hazardous biological agents

1. Information specified in clauses 1, 4 of section I, clauses 2, 4, 5, 6, 9 of section IV, clause 4 of section V, clauses 5, 6, 7, 8 of section VII, clause 3 of section VIII of the Annex to the Administrative Regulation;

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

2. Purpose of export: for laboratory testing, for scientific use, for use in biotechnology, registration tests;

3. Particulars of documents for sender's right to work with regulated goods.

XI. To issue an authorization for the export of regulated goods, not relating to sections VII to X of the Administrative Regulation

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

1. Information specified in clauses 1, 4 of section I, clause 2 of section II, clause 4 of section V, clauses 5, 6, 7, 8 of section VII, clauses 2, 3 of section VIII of the Annex to the Administrative Regulation;

(as amended by the Order of the Ministry of Agriculture of Russia No. 496 dated October 31, 2016)

2. Registration number, accounting series and validity period of the document of state registration (applicable to the export of pharmaceutical products for veterinary use).

XII. To amend an authorization

1. Reason for amendment;

2. Text of amendment;

3. Any explanations and paper documents confirming opportunity and need for amendment may be attached to an application letter.

XIII. To cancel an authorization

1. Reason for cancel;
2. Any explanations and paper documents confirming opportunity and need for cancel may be attached to an application letter.