

**Department of Agriculture, Food and the Marine.**

**Trader Notice MPD 004/2017**

**To: All “Third Party Traders” intending to export Dairy Products.**

**Subject: Conditions for access to the Online Dairy Produce Certification System (DPCS).**

Dear Trader,

Recently this division have had a number of requests from “third party traders” requesting access to our Online Dairy Produce Certification System (DPCS) to allow them apply online for dairy export certification.

Before access is considered a trader must sign this undertaking to comply with all the conditions that pertain to access to DPCS and which are subject to change from time to time, and specifically;

- It may take the Department up to 10 working days to review and consider your application on receipt of the hard copy version. No assumptions of approval should be taken, therefore it is very important to maintain contact with the other stakeholders involved as delay or refusal of application may involve a prior approved stakeholder making an application on your behalf.
- The dairy product to be exported must meet Irish, European and destination country legislation. The associated standard and traceability of same must be met at the ingredient, manufacturer, packer, storage and transport stage. It is the responsibility of the “third party trader” to be familiar with all the requirements prior to application.
- It is the responsibility of the “third party trader” to supply all documentation of proof of the required standard to this Department and our Inspectorate when required.
- It is the responsibility of the “third party trader” to complete the online application form in full and to retain all required documentation for inspection thereafter.
- It is the responsibility of the “third party trader” to obtain all extra information which this Department may require to facilitate certification. Therefore it will be the responsibility of the “third party trader” to contact all relevant stakeholders involved in the export chain to provide you with the necessary missing information in order to complete the application form or transmit it to the Department. The Department will only contact the primary applicant.
- The Department certification if successful will only apply to the destination country mentioned on the certificate in question. This Department cannot guarantee onward certification to a second country if the dairy product has left the Republic of Ireland’s jurisdiction.
- Certification must be obtained prior to export of the dairy product from the Republic of Ireland.

If you require any further information regarding this matter, please contact the Dairy Export Certification Unit at (01) 6072853.

**Milk Policy Division.**

**August 2017.**