



agriculture, forestry & fisheries

Department:
Agriculture, Forestry and Fisheries
REPUBLIC OF SOUTH AFRICA

GUIDELINE FOR THE TRANSMISSION OF PHYTOSANITARY CERTIFICATES BY EMAIL AS A RESPONSE TO THE GLOBAL COVID-19 PANDEMIC

1. Introduction

The COVID-19 pandemic has driven various trading partners to reconsider the handling of hardcopy trade documents and therefore requested phytosanitary certificates to be transmitted via email. In addition, the limited human capacity at various ports of entry as well as the limited courier services exacerbates the situation. A harmonized procedure for the transmission of phytosanitary certificates to trading partners needs to be followed to ensure efficient communication and authentication. The National Plant Protection Organisation of South Africa (NPPOZA) has therefore developed a procedure to ensure the continuity of trade and compliance with the requests from the trading partners regarding the communication of scanned copies of original phytosanitary certificates.

2. Transmission of copies of phytosanitary certificates

2.1 Submission of Phytosanitary Certificates by exporters to the NPPOZA

- Only scanned copies of original phytosanitary certificates for sea freight consignments will be sent through to the NPPOZA, since air/ road freight and postal consignments will be accompanied by their original phytosanitary certificate.
- Exporters must email the scanned copies of original phytosanitary Certificates in **pdf format** to the centralized email address of the NPPOZA Contact Point which is: npposa@daff.gov.za and cc the officials of the Directorate Inspection Services: TankisoA@dalrrd.gov.za and KhulisoM@dalrrd.gov.za. The email subject should read, “**Phytosanitary certificates to be communicated to... (Specify country)**).

- The schedule for emailing phytosanitary certificates for specific markets (by exporters to the NPPOZA) will be in accordance with **Annexure 1**. If the exporter misses the day of sending the phytosanitary certificate for a specific market, the submission should be done the consecutive week. If phytosanitary certificates for specific markets are not submitted on the prescribed day as per Annexure 1, the NPPOZA will not forward such phytosanitary certificates to the trading partner.
- **The Netherlands will accept Electronic Phytosanitary Certificates (E-Cert) and therefore it is not necessary to email phytosanitary certificates for the Netherlands.**

2.2 Transmission of Phytosanitary Certificates by NPPOZA to the trading partners

The NPPOZA shall transmit the phytosanitary certificates to the trading partners once a week (**Friday of each week**) by 12:00 pm.

3. Responsibilities

3.1 NPPOZA

- NPPOZA will circulate the updated list of countries that have expressed willingness to accept emailed phytosanitary certificates (Annexure 1) through various industry platforms i.e. FPEF, PhytClean, E-cert, PPECB, SAAFF, CGA.

3.2 Exporters

- It is the responsibility of the exporter to ensure that certified phytosanitary certificates (only for countries listed in Annexure 1) are emailed to the NPPOZA as per the allocated schedules.
- Phytosanitary certificates submitted through email by the exporters (in pdf format) should be clear and visible to read. Poorly scanned documents will not be considered for transmission to trading partners.

ANNEXURE 1

Countries that have requested emailed copies of the phytosanitary certificates due to the COVID-19 pandemic and the schedule for exporters to email to the NPPOZA:

DAYS TO EMAIL PHYTOS IN A WEEK	COUNTRY
MONDAY	26 EU Member Countries (except Netherlands) United Kingdom
TUESDAY	Mayotte Brazil Reunion Australia
WEDNESDAY	Mexico Turkey India

Disclaimer: This document serves only as a guideline. It is the responsibility of the user (e.g. exporter, shipper or clearing and forwarding agent) to consult the relevant trading partner or DALRRD for additional clarification should the content of the document be unclear, or requirements change at any given point in time.