

## **Draft Screenshots and Instructions for Form FDA 3613g**

Firms exporting products from the United States are often asked by foreign customers or foreign governments to supply a written export certification for products regulated by the U.S. Food and Drug Administration (FDA). FDA has developed a draft electronic form, Form FDA 3613g, for firms that wish to request specific types of export certificates for collagen, gelatin, and other animal-derived products. Form FDA 3613g will be part of the Certificate Application Process (CAP), which is a web-based application through which FDA receives, processes, and tracks applications for export certification.


The screens below depict the process through which industry users may apply for certain types of export certification that may be required by importing countries for animal-derived products. Please note that there are separate processes for applying for other types of export certification for food and cosmetics.

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# Enter New Application Workflow

## Screen #1: Select Enter New Application


CAP  
Certificate Application Process (CAP)

Certificate Application Process (CAP) 🔍 ⓘ

CAP Home

CAP Home

Welcome to the Certificate Application Process (CAP)

OMB Number: 0910-XXXX OMB Expiration Date: XX/XX/XXXX

**PAPERWORK REDUCTION ACT**

Welcome to the automated process for requesting a Health Certificate for the export of bulk gelatin, and collagen for human consumption. Please note it is your responsibility to check with the country of destination that all import requirements are met. Also please note your application number. Include this number with all inquiries. You will receive an email notification as to the status of your request.

**Please Note:** The system will automatically timeout if there is no activity within 30 minutes.

You have access to the following applications. You may view, clone, or edit an existing application by clicking on the appropriate icon in the Action column.

Show Expired Draft applications.

Show 10 entries Export to Excel Filter:

Actions	Application Number	Application Status	Approval Number	Certificate Type	Date of Application	Facility Name	Country
👁️ 📄	2017-00040	Approved Pending Review		EU-Chicken Collagen	08/09/2017	Chengzhi Life Science Co., Ltd	GREECE
👁️ 📄	2017-00039	Approved	3007004025	EU-Gelatin	08/09/2017	Chengzhi Life Science Co., Ltd	IRELAND
👁️ 📄	2017-00038	Approved Pending Review		EU-Collagen	08/09/2017	Chengzhi Life Science Co., Ltd	FRANCE
👁️ 📄	2017-00034	Approved	12	SRM-Gelatin	08/08/2017	Brendan's Company	BANGLADESH
👁️ 📄	2017-00029	Approved	3007004025	EU-Collagen	08/09/2017	Chengzhi Life Science Co., Ltd	SPAIN
👁️ 📄	2017-00025	Return for Action	3007004025	EU-Collagen EU-Gelatin	08/09/2017	Chengzhi Life Science Co., Ltd	SPAIN


To submit a new application, select the link 'Enter New Application' from the page 'CAP Home Main Menu'. Note: The OMB control number and expiration date will be updated upon OMB approval.

## Screen #2: Type of Facility

The screenshot shows the 'Type of Facility' screen within the CAP application process. At the top, there is a dark blue header with the FDA FURLS logo and the text 'CAP Certificate Application Process (CAP)'. Below the header, the page title is 'Enter New Application'. A breadcrumb trail indicates the path: 'CAP Home > Enter New Application > Business Information'. A navigation bar contains four tabs: 'Business Information' (active), 'Country/Product Information', 'Review', and 'Signature'. On the left side, there is a vertical menu with 'CAP Home' and 'Enter New Application' (active). The main content area is titled 'Type of Facility' and contains the following text: 'Facilities that manufacture, process, pack, or hold food for consumption in the U.S. must be registered in the Food Facility Registration Module in order to apply in the CAP Bulk Gelatin and Collagen Module, unless an exemption applies under 21 CFR 1.226.' Below this, it says 'Please select one of the following options to identify the Manufacturer:' followed by three radio button options: 'FFR Registration', 'FEI Number', and 'DUNS Number'. At the bottom of the screen, there are three buttons: 'Previous', 'Save and Exit', and 'Next'.

After you select the 'Enter New Application' from the main menu page, the 'Type of Facility' screen will be displayed. External users will have the option of identifying the manufacturers/processors of the products by the Food Facility Registration number, FEI number, or DUNS number.

# Screen #3: Business, Contact, and Manufacturer Information



Enter New Application 🔖 ⓘ

[CAP Home](#) > [Enter New Application](#) > [Business Information](#)

Business Information
Country/Product Information
Review
Signature

### Business Information

Parent Company Information and Manufacturer Address are prepopulated from the Food Facility Registration Module. If you wish to update this information, you may log in to the Food Facility Registration Module from the FURLS home page.

**Parent Company Information**

<b>Parent Company Name</b>	<input type="text" value="Example Facility 2"/>	<b>Country</b>	<input type="text" value="UNITED STATES"/>
<b>Doing Business As (Optional)</b>	<input type="text"/>	<b>Address Line 1</b>	<input type="text" value="32 Garden St"/>
		<b>Address Line 2 (Optional)</b>	<input type="text"/>
		<b>ZIP or Postal Code</b>	<input type="text" value="07446"/>
		<b>City</b>	<input type="text" value="Ramsey"/>
		<b>State or Province</b>	<input type="text" value="New Jersey"/>

**Contact Information**

<b>First Name</b>	<input type="text" value="Example"/>	<b>Telephone</b>	<input type="text" value="001"/> <input type="text" value="240"/> <input type="text" value="4029539"/> <input type="text" value="Ext"/>
<b>Last Name</b>	<input type="text" value="Name"/>	<b>Fax (Optional)</b>	<input type="text" value="001"/> <input type="text" value="Area"/> <input type="text" value="Fax"/>
<b>Email</b>	<input type="text" value="example@exahmplecompany.com"/>		

**Facility Address**

<b>Address Line 1</b>	<b>Name to be Printed on Certificate</b>
<input type="text" value="32 Garden St"/>	<input type="text" value="--Please Select--"/>
<b>Address Line 2 (Optional)</b>	
<input type="text"/>	
<b>ZIP Code</b>	
<input type="text" value="07446"/>	
<b>City</b>	
<input type="text" value="Ramsey"/>	
<b>State</b>	
<input type="text" value="New Jersey"/>	

**Inspection Details**

<b>Last Inspection Type</b>	<b>Date of Last Inspection (MM/DD/YYYY)</b>
<input type="text" value="--Please Select--"/>	<input type="text" value=""/>
<b>Copy of Last Inspection Notice</b>	
<input type="button" value="Browse..."/> No file selected. <input type="button" value="Upload"/>	

Allowed file types are .jpeg, .jpg, .doc, .docx, .txt, .xls, .xlsx, .pdf, .gif, and .rtf. The maximum file size is 50 MB.

← Previous
Save and Exit
Next →

Certain information in this section will be prepopulated depending on how the applicant chose to identify the manufacturer. All facilities will be required to enter contact information and inspection details.

## Screen #4: Country Selection

Enter New Application

CAP Home > Enter New Application > Country/Product Information

CAP Home | Business Information | **Country/Product Information** | Review | Signature

Enter New Application

Country Selection

Country of Origin: UNITED STATES

Country of Destination: SPAIN

< Previous | Save and Exit | Next >

Next, applicants will be prompted to identify the country of destination for the shipment.

## Screen #5: Product Information

Enter New Application

CAP Home > Enter New Application > Country/Product Information

CAP Home | Business Information | **Country/Product Information** | Review | Signature

Enter New Application

Product Information

Certificate Type: --Please Select--

< Previous | Save and Exit | Next >

The options for product type are determined by the country selected in Screen #3. If user selects an EU country, the system will display the following product types in the dropdown.


- EU-Collagen
- EU-Gelatin
- EU-Chicken Collagen

If user selects a non-EU country, the system will display the following product types in the dropdown.

- SRM-Collagen
- SRM-Gelatin

There are separate product information screens for each of the product types mentioned above. The product information fields displayed on the screen will be determined by the product type selection.

# Screen #5.1: Product Information – EU Collagen


CAP  
 Certificate Application Process (CAP)

Enter New Application 🔍 📄

[CAP Home](#) > [Enter New Application](#) > [Country/Product Information](#)

Business Information
Country/Product Information
Review
Signature

### Product Information

**Certificate Type** EU-Collagen

DECLARATION TO THE UNITED STATES FOOD AND DRUG ADMINISTRATION

**Origin of Collagen**

1000219942 32 Garden St, Ramsey, NJ 07446 Country of Destination: SPAIN

For collagen derived from bovine hides and / or pigskins, intended for human consumption, intended for dispatch from the United States of America to the European Community.

**Responsible Ministry:** FOOD AND DRUG ADMINISTRATION **Certifying Department:** CENTER OF FOOD SAFETY AND APPLIED NUTRITION

**Identification of Collagen**

<b>Product Description</b> <input type="text"/>	<b>Type of packaging</b> <input type="text"/>
<b>Guaranteed storage period</b> <input type="text"/>	<b>Date of manufacture</b> <input type="text"/>
<b>Net weight in Kg</b> <input type="text"/>	<b>Quantity</b> <input type="text"/>
<b>Number of packages</b> <input type="text"/>	
<b>Animal species and nature of the raw material used (e.g., bovine hides and skins)</b> <input type="text"/>	
<b>Approval Number</b> <input type="text"/>	
<b>Product Label (Optional)</b>	
<input type="button" value="Browse..."/> No file selected. <input type="button" value="Upload"/>	
<small>Supported files include .jpg, .png and .pdf</small>	

**Destination of Collagen**

The collagen will be sent from (Place of Loading)

The collagen will be sent to (Country and Place of Destination)

By the following means of transport --Please Select--

(Indicate the name or registration number (railway wagons and Lorries), the flight number (aircraft) or the name (ship). This information is to be updated in the case of unloading and reloading.)

**Identification**  **Documentary references**

**Date of shipment**

<b>Consignor</b>	<b>Consignee</b>
<b>Name</b> <input type="text"/>	<b>Name</b> <input type="text"/>
<b>Country</b> <span style="border: 1px solid #ccc; padding: 2px;">UNITED STATES</span>	<b>Country</b> <span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>
<b>Address Line 1</b> <input type="text"/>	<b>Address Line 1</b> <input type="text"/>
<b>Address Line 2 (Optional)</b> <input type="text"/>	<b>Address Line 2 (Optional)</b> <input type="text"/>
<b>ZIP or Postal Code</b> <input type="text"/>	<b>ZIP or Postal Code</b> <input type="text"/>
<b>City</b> <span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>	<b>City</b> <span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>
<b>State/Province</b> <span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>	<b>State/Province</b> <span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>

**Standard Attestation on Certificate**

The product has been made exclusively from bovine hides and/or pigskins which have been derived from animals which have been slaughtered in a slaughterhouse and whose carcasses have been found fit for human consumption following an ante and post mortem inspection. The bovine hides and/or pigskins have been either (1) transported directly from the slaughterhouses or cutting plants to the collagen establishment in compliance with the relevant US public health standards requirements of the Code of Federal Regulations, which have been recognized for this purpose as equivalent to the European Community standards as prescribed in Council Decision 98/258/EC as last amended by Decision/EC, or (2) transported from a tannery subject to periodic inspection by FDA that has been shown by such inspections to comply with the relevant US public health standards requirements of the Code of Federal Regulations, which have been recognized for this purpose as equivalent to the European Community standards as prescribed in Council Decision 98/258/EC as last amended by Decision/EC.

This product does not contain and is not derived from specific risk materials as defined in Annex XI, section A to Regulation (EC) No 999/2001 or mechanically recovered meat obtained from bones of bovine, ovine or caprine animals. The bovine animals, from which this product is derived, have not been slaughtered after stunning by means of gas injected into the cranial cavity or killed by the same method or slaughtered by laceration after stunning of central nervous tissue by means of an elongated rod-shaped instrument introduced into the cranial cavity.

This product has been manufactured by a process which ensures that the raw material is subjected to treatment involving washing, pH adjustment using acid or alkali, followed by one or more rinses, filtration and evaporation. From this process no micro-organisms have been found, other than those authorized for such use by the European Commission.

**Manufacturer's Declaration**

The manufacturer must submit a legally binding declaration specific to this consignment. Please download a template of this declaration [here](#), copy and paste it on to company letterhead, and upload a signed PDF below. If you are requesting additional country-specific language for the attestation, you must include that language on the manufacturer's declaration.

No file selected.

The file type allowed for the manufacturer's declaration is .pdf only.

← Previous
Save and Exit
Next →

CAP Home
Enter New Application

Screen 5.1 displays the product information that the European Union requires for health certificates for collagen products.

# Screen #5.2: Product Information – EU Gelatin

CAP Certificate Application Process (CAP)

Enter New Application
🔒 ⓘ

CAP Home > Enter New Application > Country/Product Information

Business Information
Country/Product Information
Review
Signature

### Product Information

Certificate Type: EU Gelatin

DECLARATION TO THE UNITED STATES FOOD AND DRUG ADMINISTRATION

Origin of Gelatin

1000219942, 32 Garden St, Ramsey, NJ 07446 Country of Destination: SPAIN

For Gelatin derived from pigskins or ruminant bones, intended for human consumption, intended for dispatch from the United States of America to the European Community

Responsible Ministry: FOOD AND DRUG ADMINISTRATION Certifying Department: CENTER OF FOOD SAFETY AND APPLIED NUTRITION

#### Identification of Gelatin

Product Description	Type of packaging
Guaranteed storage period	Date of manufacture
Net weight in Kg	Quantity
Number of packages	
Animal species and nature of the raw material used (e.g., bovine hides and skins) (Optional)	
Approval Number	
Product Label (Optional)	
<input type="button" value="Browse..."/> No file selected. <input type="button" value="Upload"/>	
Supported files include: .jpg, .png and .pdf.	

#### Destination of Gelatin

The gelatin will be sent from (Place of Loading)

The gelatin will be sent to (Country and Place of Destination)

By the following means of transport (Indicate the name or registration number (railway wagons and lorries), the flight number (aircraft) or the name (ship). This information is to be updated in the case of unloading and reloading)

Identification Documentary references

Date of shipment

<p><b>Consignor</b></p> <p>Name</p> <p>Country: UNITED STATES</p> <p>Address Line 1</p> <p>Address Line 2 (Optional)</p> <p>ZIP or Postal Code</p> <p>City: --Please Select--</p> <p>State/Province: --Please Select--</p>	<p><b>Consignee</b></p> <p>Name</p> <p>Country: --Please Select--</p> <p>Address Line 1</p> <p>Address Line 2 (Optional)</p> <p>ZIP or Postal Code</p> <p>City: --Please Select--</p> <p>State/Province: --Please Select--</p>
--	--

#### Standard Attestation on Certificate

The product has been made exclusively from pigskins/ruminant bones which have been derived from animals which have been slaughtered in a slaughterhouse and whose carcasses have been found fit for human consumption following ante and post mortem inspection. The pigskins/ruminant bones have been transported directly from the slaughterhouses or cutting plants to the gelatin establishments in compliance with the relevant US public health standards requirements of the Code of Federal Regulations.

This product does not contain and is not derived from specific risk materials as defined in Annex XI, section A to Regulation (EC) No 999/2001 or mechanically recovered meat obtained from bones of bovine, ovine or caprine animals. The bovine, ovine or caprine animals, from which this product is derived (excluding that derived from porcine animals), have not been slaughtered after stunning by means of gas injected into the cranial cavity or killed by the same method or slaughtered by laceration after stunning of cranial venous tissue by means of an elongated rod-shaped instrument introduced into the cranial cavity.

This product has been manufactured by a process which ensures that the raw material is subjected to treatment with acid or alkali, followed by one or more rinses. Extraction is by heating one or more times and purification by means of filtration and sterilization. No preservatives except for sulfur dioxide or hydrogen. The gelatin satisfies the following specifications as determined by analysis:

Total azo-nitrogen: 16.0%.

#### Manufacturer's Declaration

The manufacturer must submit a legally binding declaration specific to this consignment. Please download a template of this declaration [here](#), copy and paste it on to company letterhead, and upload a signed PDF below. If you are requesting additional country-specific language for the attestation, you must include that language on the manufacturer's declaration.

No file selected.

The file type allowed for the manufacturer's declaration is .pdf only.

← Previous
Save and Exit
Next >

Screen 5.2 displays the product information that the European Union requires for health certificates for gelatin products.



# Screen #5.3: Product Information – SRM Collagen

**CAP**  
 Certificate Application Process (CAP)

Enter New Application 🔍 🏠

CAP Home > Enter New Application > Country/Product Information

Business Information
Country/Product Information
Review
Signature

### Product Information

Certificate Type: SRM-Collagen

DECLARATION TO THE UNITED STATES FOOD AND DRUG ADMINISTRATION

Origin of Collagen

1000219942 32 Garden St, Ramsey, NJ 07446 Country of Destination: ARGENTINA

Specified Risk Materials of Bovine, Ovine, and Caprine origin: OFFICIAL DECLARATION

Responsible Ministry: FOOD AND DRUG ADMINISTRATION Certifying Department: CENTER OF FOOD SAFETY AND APPLIED NUTRITION

Identification of Collagen

Product Description	Type of packaging
Guaranteed storage period (Optional)	Date of manufacture
Net weight in Kg	Quantity
Number of packages	
Animal species and nature of the raw material used (e.g., bovine hides and skins) (Optional)	
Approval Number (Optional)	
Product Label (Optional)	
<input type="button" value="Browse..."/> No file selected <input type="button" value="Upload"/>	

Supported files include: .jpg, .png and .pdf

Destination of Collagen

The collagen will be sent from (Place of Loading)

The collagen will be sent to (Country and Place of Destination)

By the following means of transport  
(Indicate the name or registration number (railway wagons and Lorries), the flight number (aircraft) or the name (ship). This information is to be updated in the case of unloading and reloading)

Identification  Documentary references

Date of shipment

Consignor Name	Consignee Name
Country: UNITED STATES	Country: --Please Select--
Address Line 1	Address Line 1
Address Line 2 (Optional)	Address Line 2 (Optional)
ZIP or Postal Code	ZIP or Postal Code
City: --Please Select--	City: --Please Select--
State/Province: --Please Select--	State/Province: --Please Select--

Standard Attestation on Certificate

This product does not contain and is not derived from the following materials:

- The skull, brain, eyes, tonsils, and spinal cord of bovine animals aged over 12 months;
- the skull, brain, eyes, tonsils, and spinal cord of ovine or Caprine animals which at the time of slaughter were more than 12 months of age or had one or more permanent incisor teeth erupted through the gum;
- the spleens of ovine and Caprine animals;
- mechanically recovered meat produced on or after 1 January 1998 from the vertebral column (including the sacrum but not the coccygeal vertebrae) of bovine, ovine, or caprine animals.

Additional Country-Specific Attestation

The following information will appear on the certificate. If the importing country requires specific language in addition to the attestation above, enter this language below. FDA reserves the right to add or remove this text.

Manufacturer's Declaration

The manufacturer must submit a legally binding declaration specific to this consignment. Please download a template of this declaration [here](#), copy and paste it on to company letterhead, and upload a signed PDF below. If you are requesting additional country-specific language for the attestation, you must include that language on the manufacturer's declaration.


No file selected

The file type allowed for the manufacturer's declaration is: pdf only.

← Previous
Save and Exit
Next >

Screen 5.3 displays the product information that will be printed on the Specified Risk Materials Certificate for collagen products.

# Screen #5.4: Product Information – SRM Gelatin


CAP  
 Certificate Application Process (CAP)

Enter New Application 🔍 🗨

CAP Home > Enter New Application > Country/Product Information

Business Information	Country/Product Information	Review	Signature
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### Product Information

**Certificate Type** SRM-Gelatin

DECLARATION TO THE UNITED STATES FOOD AND DRUG ADMINISTRATION

**Origin of Gelatin**

1000219942 32 Garden St, Ramsey, NJ 07446 Country of Destination: ARGENTINA

Specified Risk Materials of Bovine, Ovine, and Caprine origin: OFFICIAL DECLARATION

Responsible Ministry: FOOD AND DRUG ADMINISTRATION Certifying Department: CENTER OF FOOD SAFETY AND APPLIED NUTRITION

**Identification of Gelatin**

Product Description	<input type="text"/>	Type of packaging	<input type="text"/>
Guaranteed storage period (Optional)	<input type="text"/>	Date of manufacture	<input type="text"/>
Net weight in Kg	<input type="text"/>	Quantity	<input type="text"/>
Number of packages	<input type="text"/>		
Animal species and nature of the raw material used (e.g., bovine hides and skins) (Optional)			
Approval Number (Optional)	<input type="text"/>		
Product Label (Optional)	<input type="text"/>		

Supported files include .jpg, .png and .pdf

**Destination of Gelatin**

The gelatin will be sent from (Place of Loading)

The gelatin will be sent to (Country and Place of Destination)

By the following means of transport --Please Select--

(Indicate the name or registration number (railway wagons and Lorries), the flight number (aircraft) or the name (ship). This information is to be updated in the case of unloading and reloading.)

Identification	<input type="text"/>	Documentary references	<input type="text"/>
Date of shipment	<input type="text"/>		

<b>Consignor</b>		<b>Consignee</b>	
Name	<input type="text"/>	Name	<input type="text"/>
Country	<span style="border: 1px solid #ccc; padding: 2px;">UNITED STATES</span>	Country	<span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>
Address Line 1	<input type="text"/>	Address Line 1	<input type="text"/>
Address Line 2 (Optional)	<input type="text"/>	Address Line 2 (Optional)	<input type="text"/>
ZIP or Postal Code	<input type="text"/>	ZIP or Postal Code	<input type="text"/>
City	<span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>	City	<span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>
State/Province	<span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>	State/Province	<span style="border: 1px solid #ccc; padding: 2px;">--Please Select--</span>

**Standard Attestation on Certificate**

This product does not contain and is not derived from the following materials:

- The skull, brain, eyes, tonsils, and spinal cord of bovine animals aged over 12 months;
- the skull, brain, eyes, tonsils, and spinal cord of ovine or Caprine animals which at the time of slaughter were more than 12 months of age or had one or more permanent incisor teeth erupted through the gums;
- the spleens of ovine and Caprine animals;
- mechanically recovered meat produced on or after 1 January 1998 from the vertebral column (including the sacrum but not the coccygeal vertebrae) of bovine, ovine, or Caprine animals.

**Additional Country-Specific Attestation**

The following information will appear on the certificate. If the importing country requires specific language in addition to the attestation above, enter this language below. FDA reserves the right to edit or remove this text.

**Manufacturer's Declaration**

The manufacturer must submit a legally binding declaration specific to this consignment. Please download a template of this declaration [here](#), copy and paste it on to company letterhead, and upload a signed PDF below. If you are requesting additional country-specific language for the attestation, you must include that language on the manufacturer's declaration.

The file type allowed for the manufacturer's declaration is .pdf only.

← Previous
|
Sign and Exit
|
Next >

Screen 5.4 displays the product information that will be printed on the Specified Risk Materials Certificate for gelatin products Screen #5.5: Product Information – EU Chicken Collagen

# Screen #5.5: Product Information – EU Chicken Collagen

CAP  
Certificate Application Process (CAP)

Enter New Application 🔍 🌐

[CAP Home](#) > [Enter New Application](#) > [Country/Product Information](#)

Business Information
Country/Product Information
Review
Signature

### Product Information

**Certificate Type** EU-Chicken Collagen

HEALTH CERTIFICATES FOR IMPORTS OF THE COLLAGEN INTENDED FOR HUMAN CONSUMPTION

**Origin of Chicken Collagen**

1000219942 32 Garden St, Ramsey, NJ 07446 Country of Destination: SPAIN

Responsible Ministry: FOOD AND DRUG ADMINISTRATION      Certifying Department: CENTER OF FOOD SAFETY AND APPLIED NUTRITION

**Identification of Chicken Collagen**

Product Description       Type of packaging

Guaranteed storage period       Date of manufacture

Animal species and nature of the raw material used (e.g., bovine hides and skins) (Optional)

Approval Number

Product Label (Optional)

No file selected     

Supported files include .jpg, .png and .pdf

**Destination of Chicken Collagen**

The collagen will be sent from (Place of Loading)

The collagen will be sent to (Country and Place of Destination)

By the following means of transport --Please Select--

(Indicate the name or registration number (railway wagons and Lorries), the flight number (aircraft) or the name (ship). This information is to be updated in the case of unloading and reloading.)

Identification       Documentary references

Date of shipment

**Consignor**

Name

Country UNITED STATES

Address Line 1

Address Line 2 (Optional)

ZIP or Postal Code

City --Please Select--

State/Province --Please Select--

**Consignee**

Name

Country --Please Select--

Address Line 1

Address Line 2 (Optional)

ZIP or Postal Code

City --Please Select--

State/Province --Please Select--

**Standard Attestation on Certificate**

The product has been made exclusively from bovine hides and/or pigskins which have been derived from animals which have been slaughtered in a slaughterhouse and whose carcasses have been found fit for human consumption following an ante and post mortem inspection. The bovine hides and/or pigskins have been either (1) transported directly from the slaughterhouses or cutting plants to the collagen establishment in compliance with the relevant US public health standards requirements of the Code of Federal Regulations, which have been recognized for this purpose as equivalent to the European Community standards as prescribed in Council Decision 98/258/EC as last amended by Decision/EC, or (2) transported from a tannery subject to periodic inspection by FDA that has been shown by such inspections to comply with the relevant US public health standards requirements of the Code of Federal Regulations, which have been recognized for this purpose as equivalent to the European Community standards as prescribed in Council Decision 98/258/EC as last amended by Decision/EC.

This product does not contain and is not derived from specific risk materials as defined in Annex X, section A to Regulation (EC) No 999/2001 or mechanically recovered meat obtained from bones of bovine, ovine or caprine animals. The bovine animals, from which this product is derived, have not been slaughtered after stunning by means of gas injected into the cranial cavity or killed by the same method or slaughtered by laceration after stunning of central nervous tissue by means of an elongated rod-shaped instrument introduced into the cranial cavity.

This product has been manufactured by a process which ensures that the raw material is subjected to treatment involving washing, pH adjustment using acid or alkali, followed by one or more steams, blanching and acidification. Further that carcasses are immediately frozen, frozen, cooled, off-set from blocks, refrozen and for each use for the European Union.

**Manufacturer's Declaration**


The manufacturer must submit a legally binding declaration specific to this consignment. Please download a template of this declaration [here](#), copy and paste it on to company letterhead, and upload a signed PDF below. If you are requesting additional country-specific language for the attestation, you must include that language on the manufacturer's declaration.

No file selected     

The file type allowed for the manufacturer's declaration is .pdf only.

Screens 5.5 and 5.4 display the product information that the European Union requires for health certificates for chicken collagen products.

## Screen #5.5a: Product Information, Additional Information – EU Chicken Collagen


CAP  
Certificate Application Process (CAP)

Enter New Application
🖨️ ⓘ

CAP Home > Enter New Application > Country/Product Information

CAP Home
Business Information
Country/Product Information
Review
Signature

Enter New Application

### Product Information

Chicken Collagen Additional Information

Entry BIP In EU (Optional)	<input type="text"/>	Date of Departure (Optional)	<input type="text"/>
Identification of container/ seal number (Only where applicable)	<input type="text"/>	Commodity code (HS Code) (Optional)	<input type="text"/>
Temperature of the product	<input type="text" value="--Please Select--"/>		
Commodities certified for Human Consumption	<input type="checkbox"/>		
For import or admission into EU	<input type="checkbox"/>		

Species/Commodities Information

Species (Scientific Name)	Treatment type	Approval number of the establishment's Manufacturing plant	Number of packages	Net Weight (kg)	Action

Identification of Commodities

Species (Scientific Name)	<input type="text"/>	Treatment type	<input type="text"/>	
Net Weight (kg)	<input type="text"/>	Number of packages	<input type="text"/>	
Approval number of the establishment's Manufacturing plant				<input type="text"/>

[Clear](#)
+ Add/Update Commodities

← Previous
Save and Exit
Next →

Information for multiple species/commodities may be entered in the Identification of Commodities section.

## Screen #6: Product List

Enter New Application

CAP Home > Enter New Application > Country/Product Information

CAP Home | Business Information | **Country/Product Information** | Review | Signature

**Product List**

CONFIRMATION: Product has been successfully added.

Firm Address: Example Facility 2, 32 Garden St, Ramsey, NJ 07446

Country: SPAIN

+ Add Product

Show 10 entries | Filter:

Certificate Type	Product Description	Date of Manufacture	Destination Country	Actions
EU-Chicken Collagen	Test Product	03/06/2018	SPAIN	X ✎

Showing 1 to 1 of 1 entries | Previous 1 Next

Previous Save and Exit Next

After entering all of the product information for the first product, applicants will be able to review the product list and add additional products/certificates.

## Screen #7: Send Certificate Via

Enter New Application

CAP Home > Enter New Application > Country/Product Information

CAP Home | Business Information | **Country/Product Information** | Review | Signature

**Send Certificate Via**

Send Certificate Via

Carrier Name: --Please Select--

Account Number (Optional):

Return Label: Choose File | No file chosen | Upload

The file types allowed for the Return Label are .pdf, .jpg and .jpeg.

Previous Save and Exit Next

Screen 7 displays the fields for selecting how the certificate(s) will be delivered and for uploading a prepaid return label.

# Screen #8: Laboratory Results

**FDA FURLS** | **CAP**  
Certificate Application Process (CAP)

## Enter New Application

CAP Home > Enter New Application > Country/Product Information

CAP Home | Business Information | **Country/Product Information** | Review | Signature

**Enter New Application**

### Laboratory Results

Upload Laboratory Results

Laboratory Name  Accreditation

Laboratory Result Date (MM/DD/YYYY)

Laboratory Result

No file chosen

The file types allowed for the Laboratory Result are .doc, .docx, .jpg, .jpeg, .pdf and .tiff.

### Additional Documents

Upload Additional Documents

Additional Documents (Optional)

No file chosen

The file types allowed for the additional documents are .jpg, .jpeg, .doc, .docx, .txt, .xls, .xlsx, .pdf, .gif and .tiff.

Screen 8 displays the fields for entering laboratory information, uploading laboratory results, and uploading additional documents as may be required.

# Screen #9: Application Review

FDA | CAP  
FURLS | Certificate Application Process (CAP)

Enter New Application
🔗 🗨

CAP Home > Enter New Application > Application Review

Business Information
Country/Product Information
Review
Signature

### Application Review

Please review the information that you have entered for this application. If you wish to make any edits, you may select the "Edit" button next to the appropriate section. Click "Next" to proceed to the signature page and submit the application.

Business Information
✎ Edit

**Parent Company Information**

<b>Parent Company Name</b>	Example Facility 2	<b>Doing Business As (Optional)</b>	
<b>Approval Number</b>	1000219942	<b>Address Line 2 (Optional)</b>	
<b>Address Line 1</b>	32 Garden St	<b>City</b>	Ramsey
<b>ZIP or Postal Code</b>	07446	<b>Country</b>	UNITED STATES
<b>State or Province</b>	New Jersey		

**Contact Information**

<b>First Name</b>	Example	<b>Telephone</b>	001-240-4029639
<b>Last Name</b>	Name	<b>Fax (Optional)</b>	
<b>Email</b>	example@examplecompany.com		

**Facility Address**

<b>Address Line 1</b>	32 Garden St	<b>Address Line 2 (Optional)</b>	
<b>ZIP Code</b>	07446	<b>City</b>	Ramsey
<b>State</b>	New Jersey	<b>Name to be Printed on Certificate</b>	Example Facility 2

**Inspection Details**

<b>Last Inspection Type</b>	Federal
<b>Date of Last Inspection (MM/DD/YYYY)</b>	03/19/2018
<b>Copy of Last Inspection Notice</b>	
<b>File Name</b>	<b>File Size</b>
Test2.pdf	25.237 KB

Country Summary
✎ Edit

<b>Country</b>
SPAIN

Product Information
✎ Edit

Show 10 entries Filter:

Certificate Type	Product Description	Date of Manufacture	Destination Country	Manufacturer's Declaration File Name	File Size
EU-Collagen	Test Product	03/19/2018	SPAIN	Test 4.pdf	24.900

Showing 1 to 1 of 1 entries Previous 1 Next

Send Certificate Via
✎ Edit

**Carrier Name** US Mail

**Account Number**

**Return Label**

<b>File Name</b>	<b>File Size</b>
Test 4.pdf	24.900 KB

Laboratory Results
✎ Edit

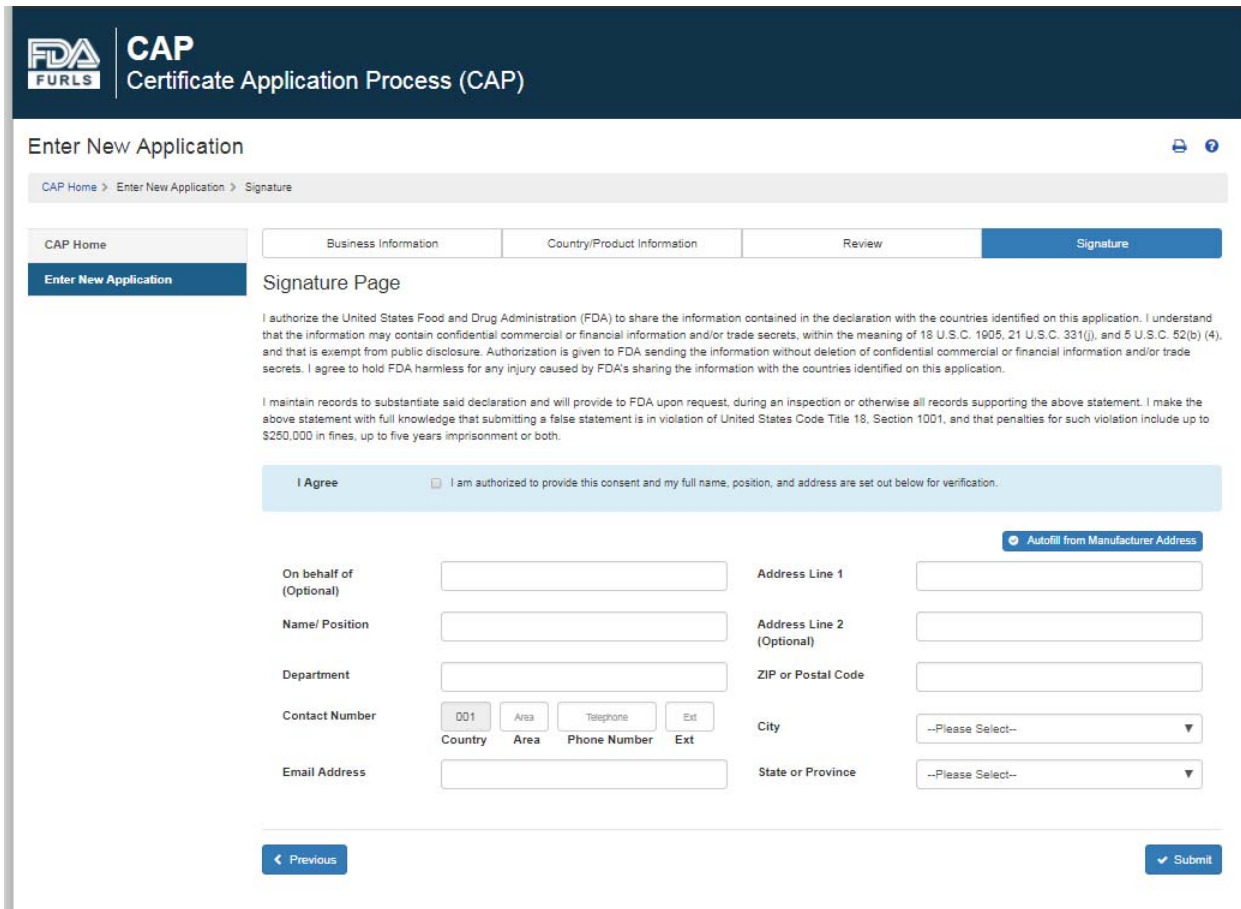
**Upload Laboratory Results**

<b>File Name</b>	<b>File Size</b>
Test3.pdf	25.357 KB

← Previous
Save and Exit
Next →

After entering all the information, applicants will be able to review the complete application before submission.

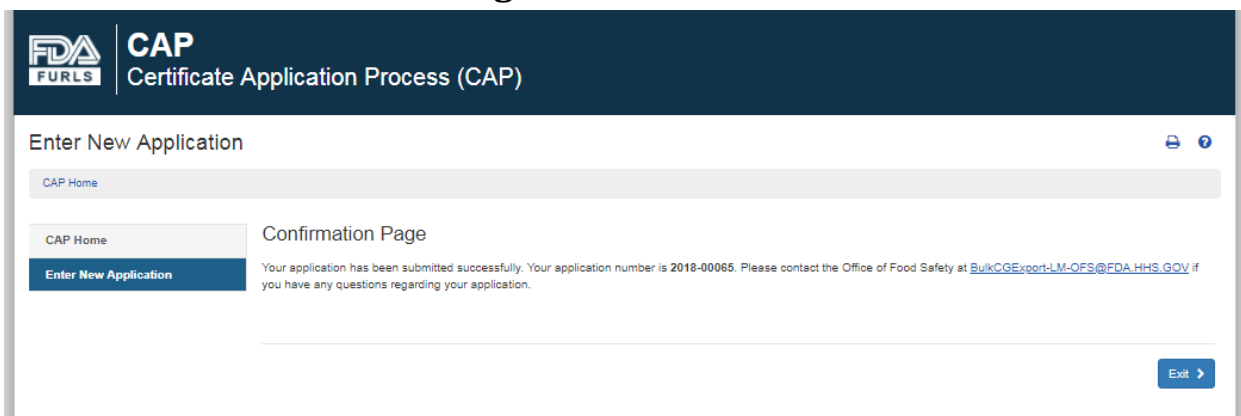
## Screen #10: Signature Page



The screenshot shows the 'Signature Page' of the CAP application process. At the top, there is a dark blue header with the FDA FURLS logo and the text 'CAP Certificate Application Process (CAP)'. Below the header, the page title 'Enter New Application' is displayed. A breadcrumb trail shows 'CAP Home > Enter New Application > Signature'. A navigation bar contains buttons for 'Business Information', 'Country/Product Information', 'Review', and 'Signature' (which is highlighted in blue). On the left, there are buttons for 'CAP Home' and 'Enter New Application'. The main content area is titled 'Signature Page' and contains two paragraphs of legal text regarding authorization and record-keeping. Below the text is a section with the heading 'I Agree' and a checkbox labeled 'I am authorized to provide this consent and my full name, position, and address are set out below for verification.' Underneath, there are several form fields: 'On behalf of (Optional)', 'Name/ Position', 'Department', 'Contact Number' (with sub-fields for Country, Area, Telephone, and Ext), and 'Email Address'. On the right side, there are fields for 'Address Line 1', 'Address Line 2 (Optional)', 'ZIP or Postal Code', 'City', and 'State or Province'. A blue button labeled 'Autofill from Manufacturer Address' is positioned above the address fields. At the bottom of the form, there are 'Previous' and 'Submit' buttons.

Screen 10 displays the signature page that will be required for submission. Note: The signature text varies depending on the product.

## Screen #11: Confirmation Page



The screenshot shows the 'Confirmation Page' of the CAP application process. It features the same dark blue header with the FDA FURLS logo and 'CAP Certificate Application Process (CAP)'. The page title is 'Enter New Application'. The breadcrumb trail is 'CAP Home'. A navigation bar contains buttons for 'CAP Home' and 'Enter New Application'. The main content area is titled 'Confirmation Page' and contains a message: 'Your application has been submitted successfully. Your application number is 2018-00065. Please contact the Office of Food Safety at [BulkCGExport-LM-OFS@FDA.HHS.GOV](mailto:BulkCGExport-LM-OFS@FDA.HHS.GOV) if you have any questions regarding your application.' At the bottom right, there is an 'Exit' button.

After submission, applicants will receive a confirmation page and an application number that can be used for future inquiries about the application.