



**An Roinn Talmhaíochta,
Bia agus Mara**
Department of Agriculture,
Food and the Marine

Creating a CHED-P part 1 for Operators

The following guideline document describes the main steps required to create a Common Health Entry Document for animal products (CHED-P) on TRACES NT. A CHED-P is required to import products of animal origin into the Union from a Third Country.

The legislation pertaining to the creation of CHEDs can be found in **Annex II to Commission Implementing Regulation (EU) 2019/1715**.

Accessing TRACES NT

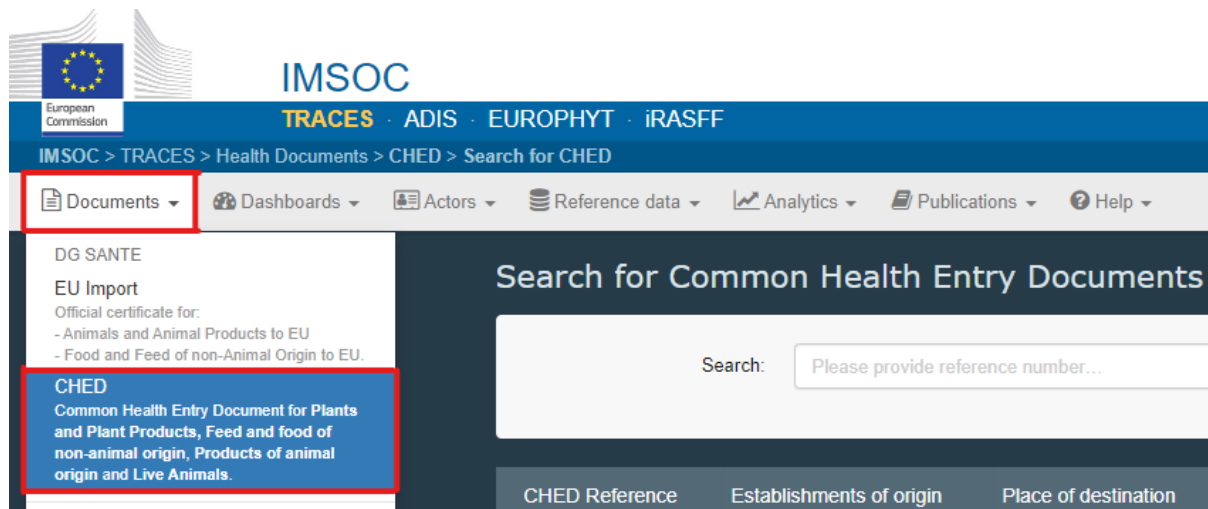
TRACES NT may be accessed by entering your EU Login details in the following page:

<https://webgate.ec.europa.eu/tracesnt/login>.

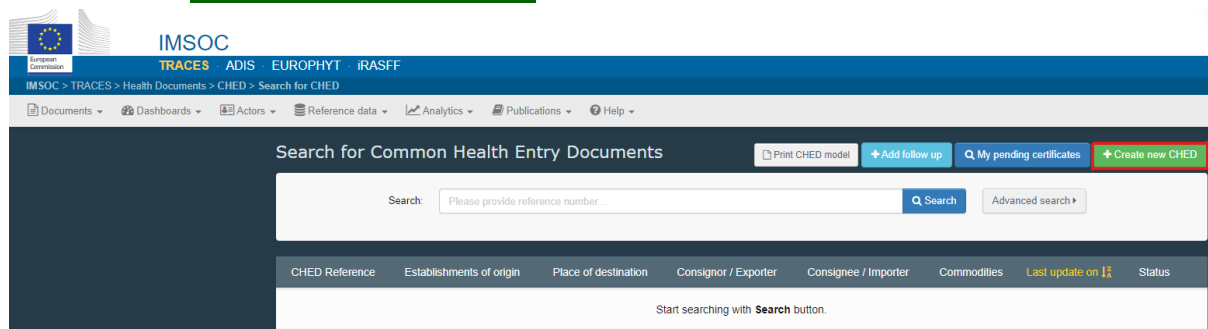
Ensure that the correct email address is displayed, as the system will remember the previously used email address.

When logging out of your account, you will be directed to several screens, and you will need to choose to log out on each of these.

Select **Documents** in the top left-hand corner. Click on **CHED** in the dropdown box (as displayed in the image below).



Select the **+Create new CHED**



Select commodity code

Select the appropriate Commodity Code (CN Code) for the consignment. Where there is a + sign present, the list can be expanded by clicking the mouse on the + sign.

Select CHED type and commodities

☒ All CHED types ☐ CHED-A ☐ CHED-P

Unselect all

Please provide nomenclature code, section, species... Filter

- + 01 LIVE ANIMALS
- + 02 MEAT AND EDIBLE MEAT OFFAL CHED-P
- + 03 FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES
- + 04 DAIRY PRODUCE; BIRDS' EGGS; NATURAL HONEY; EDIBLE PRODUCTS OF ANIMAL ORIGIN, NOT ELSEWHERE SPECIFIED OR INCLUDED
- + 05 PRODUCTS OF ANIMAL ORIGIN, NOT ELSEWHERE SPECIFIED OR INCLUDED
- + 06 LIVE TREES AND OTHER PLANTS; BULBS, ROOTS AND THE LIKE; CUT FLOWERS AND ORNAMENTAL FOLIAGE CHED-P
- + 09 COFFEE, TEA, MATÉ AND SPICES CHED-P
- + 12 OIL SEEDS AND OLEAGINOUS FRUITS; MISCELLANEOUS GRAINS, SEEDS AND FRUIT; INDUSTRIAL OR MEDICINAL PLANTS; STRAW AND FODDER CHED-P
- + 15 ANIMAL OR VEGETABLE FATS AND OILS AND THEIR CLEAVAGE PRODUCTS; PREPARED EDIBLE FATS; ANIMAL OR VEGETABLE WAXES CHED-P
- + 16 PREPARATIONS OF MEAT, OF FISH OR OF CRUSTACEANS, MOLLUSCS OR OTHER AQUATIC INVERTEBRATES CHED-P
- + 17 SUGARS AND SUGAR CONFECTIONERY CHED-P

Cancel Done

It is important that the correct product type is selected in this screen by pressing the + sign. The exact category of product that is being imported into the EU must be nominated. For instance, if fresh or chilled boneless meat of a bovine animal is to be imported, the following CN Code should be chosen:

MEAT OF BOVINE ANIMALS, FRESH OR CHILLED

- + 0201 10 Carcasses and half-carcases
- + 0201 20 Other cuts with bone in
- + 0201 30 Boneless

N.B. It is critical that the user familiarises themselves with the CN codes of the products they will be importing to ensure the correct selections are made.

Click the box on the right-hand side of the product name, if there is more than one product in the consignment multiple boxes may be ticked. Not all combinations of products may be selected. Select the green **Done** button once the commodity has been selected. See note below.

Select CHED type and commodities

☒ All CHED types ☐ CHED-A ☐ CHED-P ☐ CHED-PP

Please provide nomenclature code, section, species..

02 MEAT AND EDIBLE MEAT OFFAL

- + **0201** Meat of bovine animals, fresh or chilled
- + **0202** Meat of bovine animals, frozen
- **0203** Meat of swine, fresh, chilled or frozen
 - Fresh or chilled:
 - + **0203 11** Carcasses and half-carcasses
 - **0203 12** Hams, shoulders and cuts thereof, with bone in
 - + **0203 12 90** of wild suidae, ☐
 - Of domestic swine:
 - + **0203 12 11** Hams and cuts thereof ☒
 - + **0203 12 19** Shoulders and cuts thereof ☐
 - + **0203 19** Other

Common Health Entry Document for **Animal Product** with 1 nomenclature(s).

Note: When you Click the box on the right-hand side of the product name, if there is more than one product in the consignment multiple boxes may be ticked. Not all combinations of products may be selected.

Select CHED type and commodities

☒ All CHED types ☐ CHED-A ☐ CHED-P ☐ CHED-D ☐ CHED-PP

Please provide nomenclature code, section, species..

03 TUNA (of the genus Thunnus)

- **0303** Tuna (of the genus Thunnus), skipjack or stripe-bellied bonito (Euthynnus (Katsuwonus) pelamis), excluding livers and roes
 - + **0303 41** Albacore or longfinned tunas (Thunnus alalunga) ☐
 - + **0303 42** Yellowfin tunas (Thunnus albacares) ☐
 - + **0303 43** Skipjack or stripe-bellied bonito ☐
 - + **0303 44** Bigeye tunas (Thunnus obesus) ☐
 - + **0303 45** Atlantic and Pacific bluefin tuna (Thunnus thynnus, Thunnus orientalis) ☒
 - + **0303 46** Southern bluefin tunas (Thunnus maccoyii) ☒
 - + **0303 49** Other tunas exc 030341, 030342, 030343, 030344, 030345 and 030346 ☒
- + **06** LIVE TREES AND OTHER PLANTS; BULBS, ROOTS AND THE LIKE; CUT FLOWERS AND ORNAMENTAL FOLIAGE
- + **07** EDIBLE VEGETABLES AND CERTAIN ROOTS AND TUBERS
- + **08** EDIBLE FRUIT AND NUTS; PEEL OF CITRUS FRUIT OR MELONS

Common Health Entry Document for **Animal Product** with 3 nomenclature(s).

Completing Part 1 of the CHED-P

All fields on TRACES NT with a red asterisk (*) must be completed.

To be listed among the Consignor/Exporter they must be registered and validated on TRACES NT (IMSOC).

I.1. Consignor/Exporter

Name ?	DAFM Approved FBO		Valid	<div>Edit</div> <div>★</div>
Country	 Ireland	ISO Code	IE	<div>Q Advanced...</div>
Activity Type	Exporter	Activity ID	IE001EC	<div>Clear</div>
Address	Kildare Street, Dublin 2 D02 WK12 Dublin 2 Dublin			

I.6. Consignee/Importer *

Enter the name and address, country and ISO country code of the natural or legal person to whom the consignment is destined, and appearing on e.g., official certificates, official attestations or other documents including documents of a commercial nature issued in the third country.

Otherwise, by using the **Advanced** search option, consignees already on the database can be found by entering the **Country** and business name in the **Search** bar.

On the **Advanced** search, you can select an operator and click on the star icon (on the left of the operator's name). This will add that operator to your list of favourites. Then, the next time you need to add an exporter, or consignee you can choose from your list of favourites marked with a star icon.

I.6. Consignee/Importer *

Name ⓘ	French Importer FBO		New	Edit	★
Country	France	ISO Code	FR	Advanced...	
Activity Type	Establishment	Activity ID	FR001EC	Clear	
Address	Champ De Mars Paris Ile De France 75007 75007 Paris				


8. Border Control Post/Control Point/Control Unit *

Select the name of the Border Control Post (BCP) where the product will enter the European Union. For consignments using GB as a land bridge to France, this will be a French Border Control Post such as Calais (below) or the alternative French BCP's.

IF you do not know BCP details select **Advanced** search.

I.4. Border Control Post/Control Point/Control Unit

Name **Calais (Port)**

Country  **France** ISO Code **FR**

Assign my BCP ▼

Edit

Advanced...


Clear


9. Operator responsible for the consignment *(1.8)

Enter the name and address, country and ISO country code of the natural or legal person in the Member State who is in charge of the consignment when presented at the BCP and who makes the necessary declarations to the competent authorities as the exporter or importer or on behalf of the exporter or importer.

The Operator Responsible for the load must be registered on TRACES NT (IMSOC) with the validated **Operator Activity of Responsible for Load**.

Select the operator responsible for the consignment


Country:  Ireland (IE) DAFM Approved Search

Name	Address	Section	Activity Type	Status	Activity Identifier	
DAFM Approved FBO	Kildare Street, Dublin 2	Responsible For the Load (Freight Forwarder) RFL	Responsible for the load	Valid	IE123456A	CF Select
ECOR: IE123456A	D02 WK12					
TRACES Number	Dublin 2					
IE001EC	Dublin					
	 Ireland					

Create a new operator Close

I.8. Operator responsible for the consignment

Name **DAFM Approved FBO** Edit

Country  Ireland (IE) ISO Code **IE** Advanced...

Activity Type **Responsible for the load** Activity ID **IE123456A** Clear

Address **Kildare Street, Dublin 2, D02 WK12, Dublin 2 Dublin**

10. Accompanying documents*

Select the type of required accompanying documents by selecting **Add Accompanying Document**: e.g. official certificates, official attestations, permits, declarations or other documents including documents of a commercial nature.

Enter the unique code of the accompanying documents and the country of issue. The date of issue and place of issue is however optional. If the official certificate has been generated in TRACES NT (IMSOC), indicate the unique alphanumeric code in box I.2a of the official certificate.

Commercial document references: indicate for example the airway bill number, the bill of landing number or the commercial number of the train or road vehicle.

To upload a document, use the **Select file(s)** option.

Click **Apply** when finished.

I.9. Accompanying documents *

Add Accompanying Document ▾

Type * Other

Attachment:

Number *

Date +01:00 CET

Country * ▾

Place of issue

File Select file(s)

Maximum file size: 2 MB.

✓ Apply

Remove

11. Prior Notification *

Indicate the estimated arrival date and time at the entry point where the BCP is located.

The CHED must be submitted at least 24 hours before arrival in the BCP.

I.10. Prior notification *

+01:00 CET

In your time zone:

12. Place of Destination *

Enter the name and address, country and ISO country code, of the place where the consignment is being delivered for final unloading. This place must be located in a Member State.

If this address is the same as indicated in box I.6 (Consignee/Importer), this box is automatically filled by TRACES NT (IMSOC) on the basis of the information provided in that box.

If the place of destination is not already on the database, you can add a new operator by clicking **Advanced** and creating a new operator.

This information will be contained in the health certificate. It might not be the same 1.6

13. Means of Transport *

Select one of the following means of transport for goods arriving at the BCP, and indicate its identification:

- airplane (indicate the flight number)
- vessel (indicate the vessel name and number)
- railway (indicate the train identity and wagon number)
- road vehicle (indicate the registration number with trailer number, if applicable).

In the case of a ferry, tick 'vessel' and identify the road vehicle(s) with registration number (with trailer number, if applicable), in addition to the name of the scheduled ferry.

Click the green **Create** button when finished.

I.13. Means of transport *

Add Means of Transport ▾

1. **Road vehicle**

Vehicle registration: 211-D-123456789

Country: Ireland (IE)

International transport document:

+ Create

Clear

Remove

Advanced...

2. **Vessel**

Ship's name: TPV

Flag state: Ireland (IE)

IMO number: 1234567

Voyage number: 1

International transport document:

+ Create

Clear

Remove

Advanced...

You can order the list by drag and drop the items.

14. Country of dispatch *

Indicate the country where the goods were placed on board the means of final transport for the journey to the Union

I.14. Country of dispatch *

Ireland (IE)

ISO Code: IE

15. Transport conditions *

Indicate the category of required temperature during transport (ambient, chilled), if applicable. Only one category may be selected.

I.16. Transport conditions *

☐ Chilled

☐ Ambient

16. Container No / Seal No *

In the case of containerised consignments: enter the container number and seal number (the presence of more than one seal number is possible). For the official seal number, enter the number as indicated in the official certificate and tick 'official seal' or indicate any other seal as mentioned in the accompanying documents.

17. Certified as or for *

Select the intended use of the product or category as specified in the official certificate or commercial document: Feedstuff, Human consumption or Other.

18. Conformity of the goods *

Click **Conforms** when goods comply with the necessary requirement for entry of the goods into the Union in conformance with points (a) and (d) of Article 1(2) of Regulation (EU) 2017/625.

Click **Does not conform** where goods:

- does not meet EU requirements and are for free zones, free warehouses, customs warehouses, ship chandlers or ships or transit to a third country.
- do not comply with the rules referred to in point (a) of Article 1(2) of Regulation (EU) 2017/625; and
- comply with the rules referred to in point (d) of that Article; and
- are not destined to be placed on the market.

19. I20. / I22. / I23. / I24. / I25. / I26. Purpose *

Select the purpose of the consignment.

I.20 For transshipment

Indicate the name of the destination third country and ISO country code where the products are transhipped to another vessel or airplane and are intended to be sent directly to a third country without landing at another Union port or airport. Indicate the name of the next BCP in the Union where the products are to be transhipped for further official controls.

I.22 For transit

Indicate the name of the destination third country and ISO country code. Indicate the name of the exit BCP for non-conforming consignments that are crossing Union territory by road, rail or waterway (external transit).

I.22 For transit to US/NATO base

Indicate the name of the destination country and the US/NATO base.

I.23 For internal market

Click this box where consignments are intended to be placed on the Union market.

This is also the selection for products of animal origin transiting GB as a land bridge to continental Europe

I.24 For non-conforming goods

Select the type of destination where the consignment will be delivered and indicate the registration number where applicable: specially approved customs warehouse, free zone or vessel (including its name and the port of delivery).

I.25 For re-entry

Click this box in the case of re-entry of goods originating in and returning to the Union after refusal of entry by a third country

🔍 I.20. / I.22. / I.23. / I.24. / I.25. / I.26. Purpose ✖

<input type="radio"/> I.20. For transshipment	<input type="radio"/> I.22. For transit
<input type="radio"/> I.22. For transit to US / NATO base	<input checked="" type="radio"/> I.23. For internal market ✖
<input type="radio"/> I.24. For non conforming goods	<input type="radio"/> I.25. For re-entry

20. Transport

This box is not usually mandatory.

It is required in the case of transshipment, direct transit, monitoring, re-entry or delivery to all controlled destinations, including onward transportation facility, control point, where additional official controls are required or non-conforming goods.

🔍 Transport

<p>I.27. Means of transport after BCP/storage ✎</p> <div style="border: 1px solid #ccc; padding: 5px; margin: 5px;"> <p>Add Means of Transport ▾</p> <p>No Means of Transport.</p> </div>	<p>I.28. Transporter ✎</p> <div style="border: 1px solid #ccc; padding: 5px; margin: 5px;"> <p>Name <input type="text"/></p> <p>Country <input type="text"/> ISO Code <input type="text"/></p> <p style="text-align: center;">***</p> <p style="text-align: right;"> <input type="button" value="Edit"/> <input type="button" value="★"/> </p> <p style="text-align: right;"> <input type="button" value="Advanced..."/> </p> <p style="text-align: right;"> <input type="button" value="Clear"/> </p> </div>
<p>I.29. Date of departure ✎</p> <div style="border: 1px solid #ccc; padding: 5px; margin: 5px;"> <p> <input type="text"/> <input type="button" value="📅"/> <input type="text" value="00:00"/> <input type="button" value="🕒"/> <input type="text" value="+01:00 CET"/> </p> <p style="background-color: #e0f0ff; padding: 2px;">🔍 In your time zone:</p> </div>	

21. I.31 Description of consignment *

Complete the fields in this section based on the details in other documents e.g., official certificates, official attestations, declarations, or other documents including documents of commercial nature, entering the details of the consignment.

For products of animal origin, you may be required to select **Show Optional Columns**.

I.31. Description of consignment

+ Add commodities

Modify commodities

1

02 MEAT AND EDIBLE MEAT OFFAL

0203 Meat of swine, fresh, chilled or frozen

Fresh or chilled:

0203 12 Hams, shoulders and cuts thereof, with bone in

Of domestic swine:

0203 12 11 Hams and cuts thereof

Remove

Clear rows

+ Add row

Subtotal quantity: 0 Units.

Subtotal number of packages: 0 packages.

Subtotal net weight: 0.

Default weight unit:

Default quantity unit: Units

Default package type:

Show optional columns

Commodity *

Establishment of Origin *

Product type *

0203 12 11

Q Select

Star

Quantity totals

I.34. Total Gross Weight: Unit

I.33. Total quantity: 0 Units.

I.32. Total number of packages: 0 packages.

I.34. Total Net Weight: 0.

21.2 Description of consignment *

Indicate, as required, the nature and number of packages, type of packaging (according to UN/CEFACT standards).

Establishment of origin: Enter the details of the establishment of origin as appears on the veterinary/health certificate.

Country of Origin: this refers to where the final product was produced, manufactured, or packaged.

Species & Product Type: Select the option appropriate to the product.

I.31. Description of consignment

+ Add commodities / Modify commodities

1 02 MEAT AND EDIBLE MEAT OFFAL
 0203 Meat of swine, fresh, chilled or frozen
 Fresh or chilled:
 0203 12 Hams, shoulders and cuts thereof, with bone in
 Of domestic swine:
 0203 12 11 Hams and cuts thereof

Remove Clear rows + Add row

Subtotal quantity: 100 Units.
 Subtotal number of packages: 5 packages.
 Subtotal net weight: 100 kg.

Default weight unit: kg Default quantity unit: Units Default package type: Box

* Hide optional columns

#	Commodity *	Species	Batch number	Quantity	Package count	Net weight	Establishment of Origin *
1	0203 12 11	Sus scrofa domestica	123456	100 Units	5 Box	100 kg	DAFM Approved FBO. Dublin 2 Dublin Ireland Exporter IE001EC

Product type * Final consumer

Fresh meat (n)

Quantity totals

I.34. Total Gross Weight: * 105 kg
 I.33. Total quantity: 100 Units
 I.32. Total number of packages: 5 packages
 I.34. Total Net Weight: 100 kg

22. Total number of packages

This will automatically fill from the entry in I.31, I.33 Total quantity -this field may automatically be filled by TRACES NT (IMSOC) based on the details in I.31. otherwise, indicate the total number of packages in the consignment.

23. Total quantity

This will automatically fill from the entry in I.31 Destination of consignment.

24. Total net weight/gross weight *

This is the total net weight (i.e. the goods themselves, without immediate containers or any packaging) automatically calculated by TRACES NT (IMSOC) on the basis of the information entered in box I.31. Indicate the total gross weight (i.e. the aggregate mass of the goods, plus immediate containers and all packaging, but excluding transport containers and other transport equipment). Total gross volume may be left empty if unknown.

Quantity totals

I.34. Total Gross Weight: *	<input type="text"/>	Unit ▾
I.33. Total quantity:	0 Units.	
I.32. Total number of packages:	0 packages.	
I.34. Total Net Weight:	0 .	

25. Declaration *

The declaration must be signed by the natural person responsible for the consignment once the CHED has been completed and printed. When all of the details have been entered, click the **Submit for Decision** as button on the bottom of the screen.

For the operator responsible for the consignment

I.35 Declaration

I, the undersigned operator responsible for the consignment detailed above, certify that to the best of my knowledge and belief the statements made in Part I of this document are true and complete, and I agree to comply with the requirements of Regulation (EU) 2017/625 on official controls, including payment for official controls, as well as for re-dispatching consignments, quarantine or isolation of animals, or costs of euthanasia and disposal where necessary.

Date of signature: _____ Full name: _____ Email: _____

Signature:

Close