

TRACES-NT 系統操作手冊

TRACES-NT 網址：<https://webgate.ec.europa.eu/tracesnt/login>

角色設定：

Operator 業者

FFP: Fishery product 含 Processing plant 及 Freezer vessel

GEN: General activity establishment / Exporter

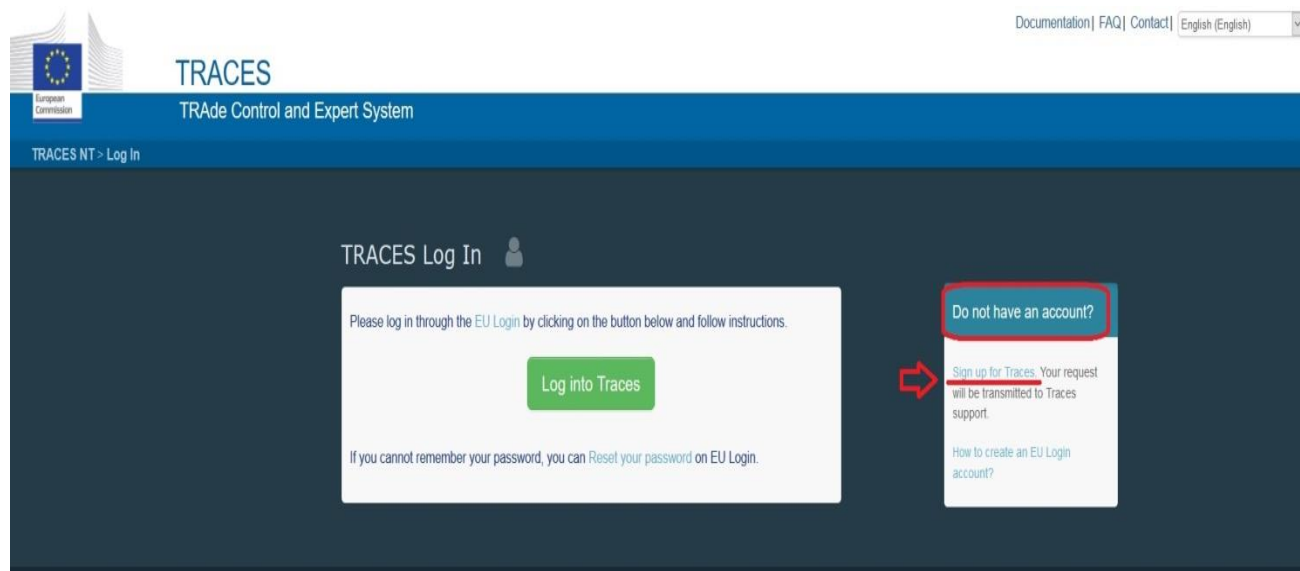
LAU: Local competent authority 地方權責機關 (經濟部標準檢驗局各分局)

CCA: Central competent authority 中央權責機關 (經濟部標準檢驗局)

取得 EU Login 帳號

EU Login 是歐盟執委會對於系統使用者的一般性登錄，取得帳號密碼後可依不同權限登錄歐盟相關電子系統如 TRACES、RASFF、EUROPHYT 等。

1. 尚未取得帳號者，可由 TRACES-NT 網址首頁，選擇右側 **Sign up for TRACES** (註冊)，連結至 EU Login 首頁以建立帳號。



2. 依欄位順序填入使用者的英文名 (First name)、姓氏 (Last name)、電子信箱 (儘量使用公務用的信箱 professional email)、再次確認信箱、電子郵件語言等資訊，另填入驗證碼、勾選同意隱私聲明後，點選 **Create an account** (建立帳號)。

EU Login
One account, many EU services

Where is ECAS? English (en)

Create an account Login

Create an account

[Help for external users](#)

1. 名字 First name

2. 姓氏 Last name

3. 電子信箱 E-mail

4. 再次確認電子信箱 Confirm e-mail

5. 選擇電子信箱語言 E-mail language

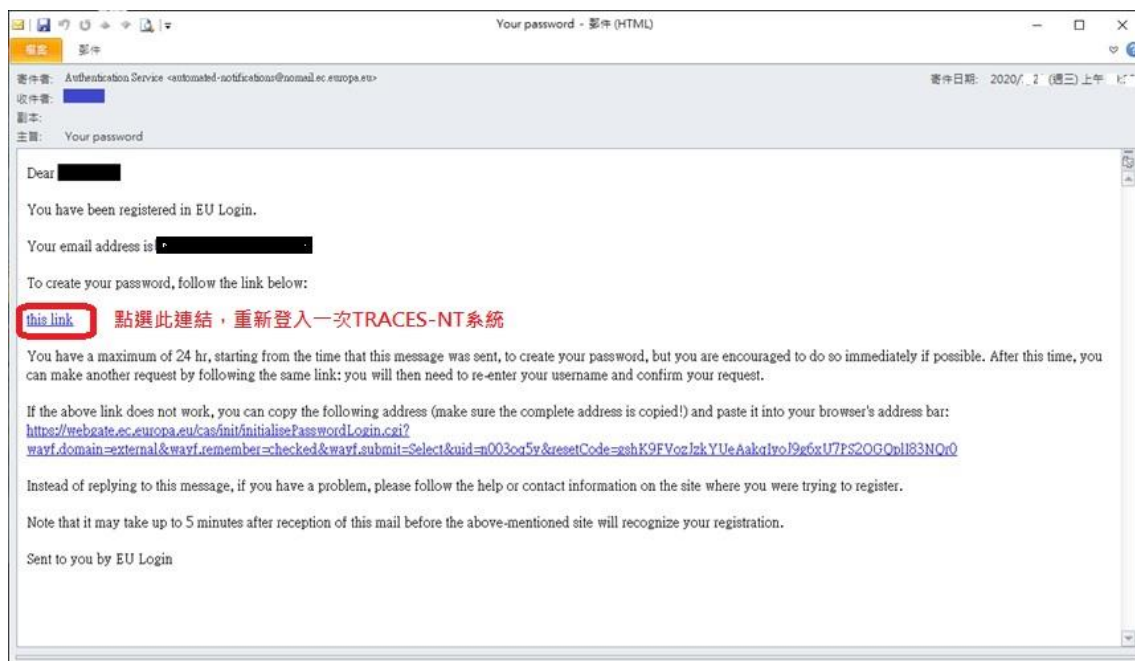
6. 依下面圖片顯示填入驗證碼

7. 勾選同意隱私聲明

8. 建立帳號

Create an account

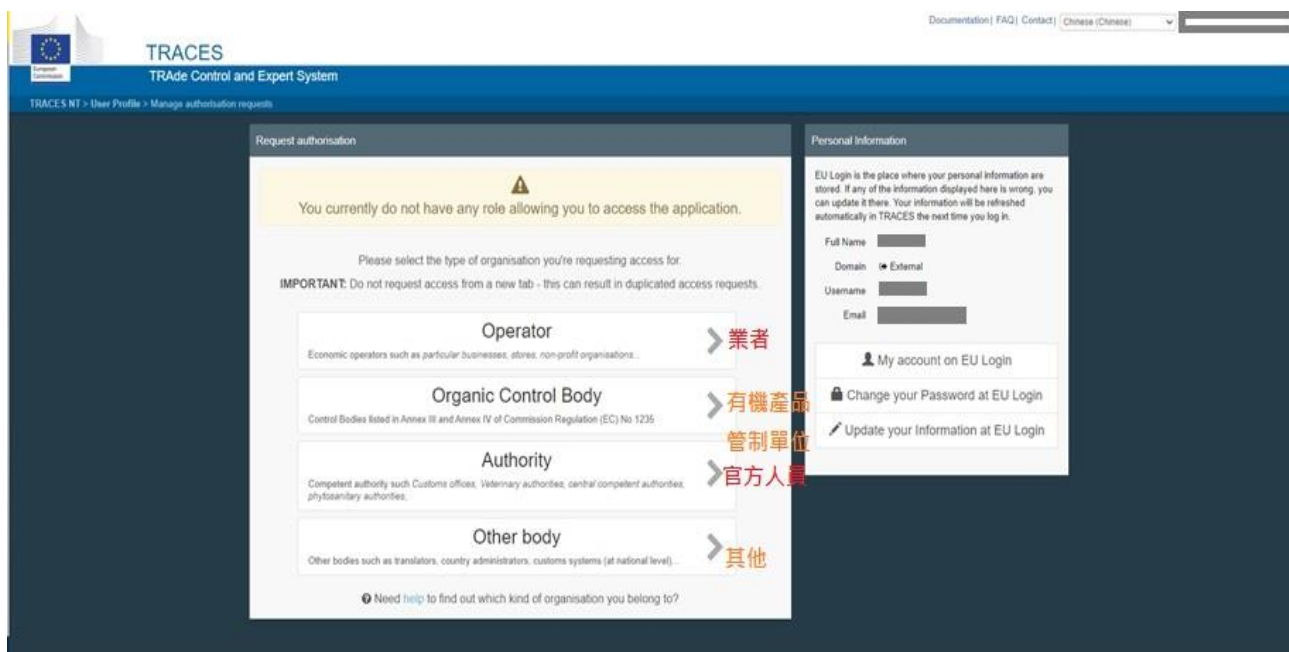
3. 登入自己的信箱，會收到一封系統寄出的確認信件，依信件指示內容再次連結 EU Login 頁面並建立密碼，即完成 EU Login 帳號之申請。



登入 TRACES-NT 並取得帳號權限

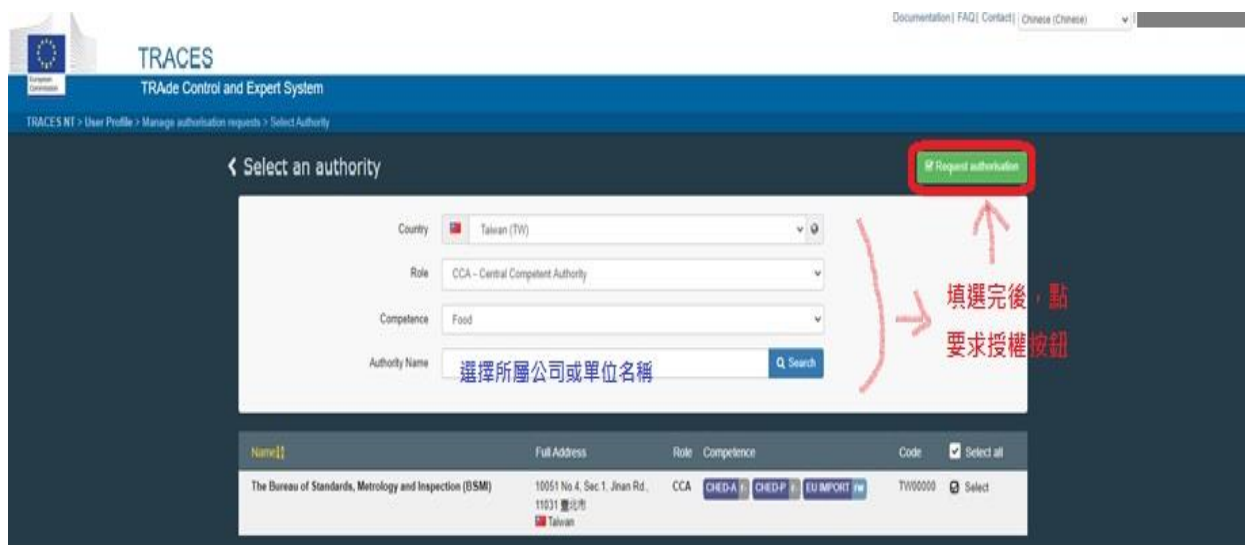
1. 利用取得的 EU Login 帳號密碼，再次登入 TRACES-NT，首次登入時系統會顯示使用者尚無角色設定 (a role to access TRACES)，並出現 4 個角色選項 (業者 Operator、有機產品管制單位 Organic Control Body、官方人員 Authority、其他 Other body)。

※ 1 個帳號只能選擇 1 個角色，且選擇後不能再變更



2. 選擇使用者角色後，系統會出現搜尋頁面，依欄位 (國家、名稱等) 搜尋使用者所屬單位 Organization (公司 operator 或機關 authorities 名稱)；找到之後，點選右上角的 **Request authorization** (要求授權) 按鈕。

※ 系統中找不到所屬單位時，需自行新增，點選 **Create a new operator** (建立新公司) 按鈕，依欄位填妥相關資料後，點選送出即可。



- 系統跳出確認視窗，使用者可再增加聯絡方式細節（非必填欄位），或直接點選右下方的 **Send authorization request**（送出授權要求）按鈕。
- 送出請求後，請以電話通知經濟部標準檢驗局（BSMI）第二組第一科承辦人員（02-23431766 或 02-33432261），會於檢視資料後協助啟用（validate）該帳號。
- 帳號啟用後，請使用者重新整理頁面，接續設定喜好，包括：選擇所在地區の時區（我國應為 **Asia/Taipei-China Standard Time (+08:00)**）、想要收到系統哪些通知（系統自動帶出，建議毋須變更）等；最後點選 **Save Preferences**（儲存喜好）按鈕進行儲存。

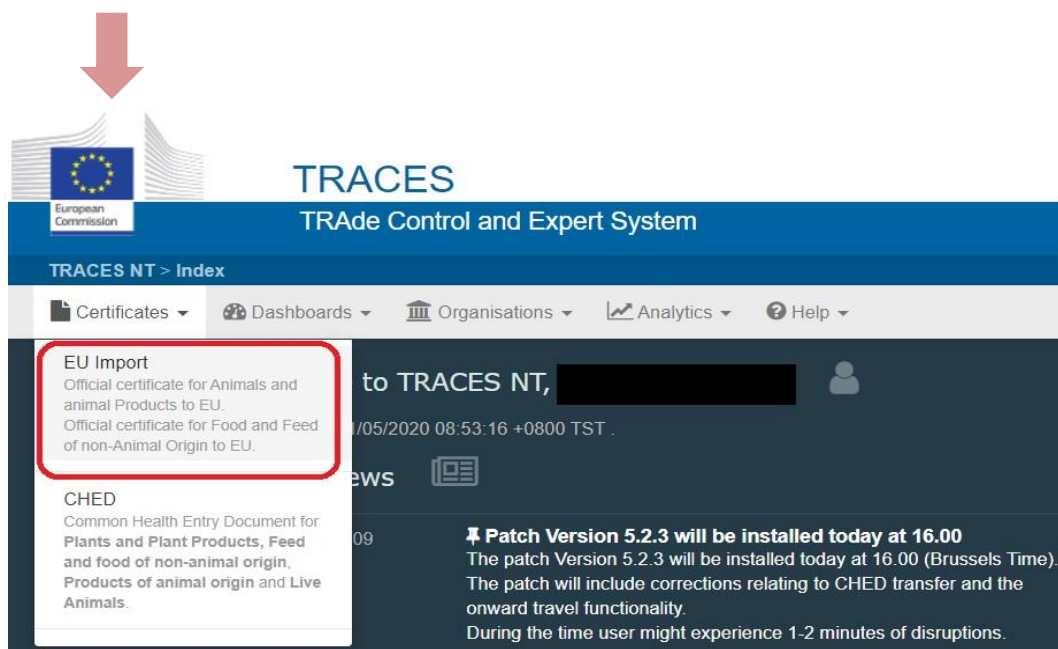
The screenshot shows the 'Edit Your Profile' page in the TRACES NT system. The 'General preferences' section has a 'Timezone' dropdown menu set to 'Asia/Taipei - China Standard Time (+08:00)'. A red box highlights this dropdown, with a yellow arrow pointing to it and the text '選擇時區' (Select time zone). The 'Notification preferences' section lists various notification types, with a yellow arrow pointing to the list and the text '不需變更' (No change needed). The 'Save Preferences' button is highlighted with a red box and the text '點選儲存' (Click to save).

- 建議使用者於儲存後，先登出（按一下右上角的帳號，會出現 Log Out），再登入一次，即可開始使用 TRACES-NT 系統。

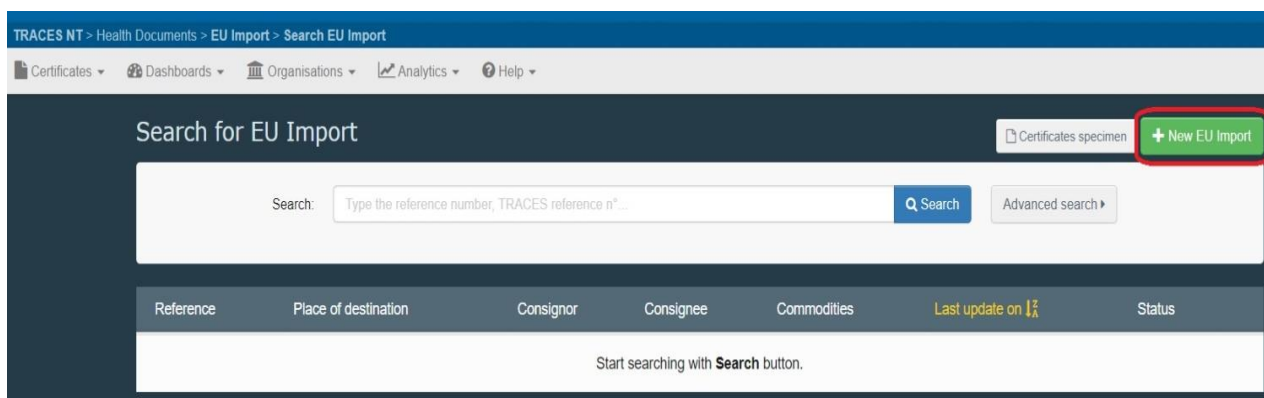
業者端操作

建立衛生證明書 (EU Import)


1. 系統首頁上方頁籤，依序點選 **Certificates** (證書) → **EU Import** (輸銷歐盟官方衛生證明書)

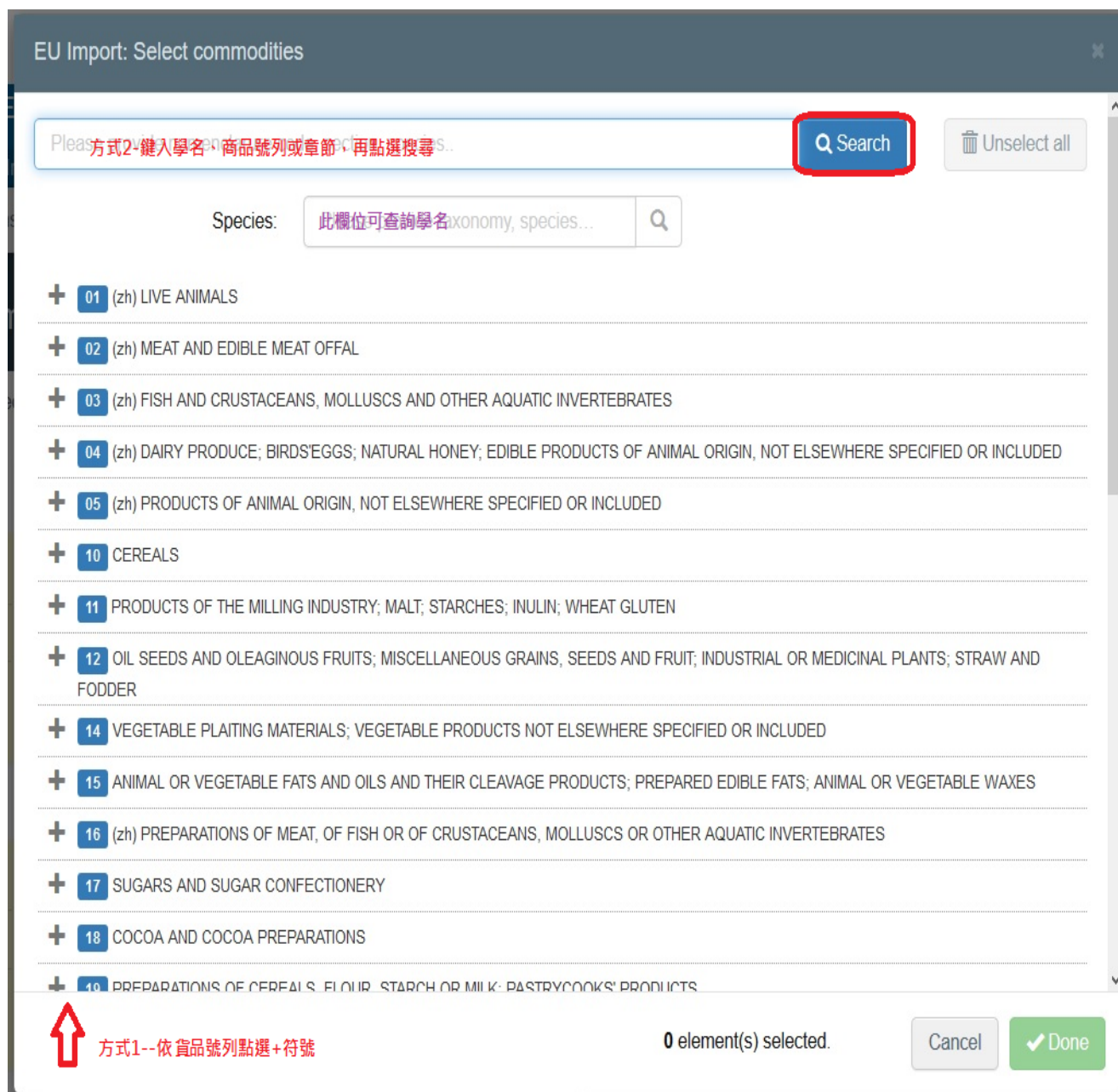


2. 首次建立證書時，點選右上方綠色 **+New EU Import** (新增證書) 按鈕。



3. 選擇產品適用商品稅則號列，可依下列方式：

- (1) 依產品所屬商品稅則的章節，點選  符號依序打開
- (2) 直接鍵入商品稅則號列、章節或品種學名，點選  (搜尋) 按鈕
- (3) 無法確認完整學名時，可於 Species 旁的欄位鍵入分類或部分名稱找尋




EU Import: Select commodities

Please 方式2--鍵入學名、商品號列或章節，再點選搜尋...

Search Unselect all

Species: 此欄位可查詢學名 (taxonomy, species...) Q

- + 01 (zh) LIVE ANIMALS
- + 02 (zh) MEAT AND EDIBLE MEAT OFFAL
- + 03 (zh) FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES
- + 04 (zh) DAIRY PRODUCE; BIRDS'EGGS; NATURAL HONEY; EDIBLE PRODUCTS OF ANIMAL ORIGIN, NOT ELSEWHERE SPECIFIED OR INCLUDED
- + 05 (zh) PRODUCTS OF ANIMAL ORIGIN, NOT ELSEWHERE SPECIFIED OR INCLUDED
- + 10 CEREALS
- + 11 PRODUCTS OF THE MILLING INDUSTRY; MALT; STARCHES; INULIN; WHEAT GLUTEN
- + 12 OIL SEEDS AND OLEAGINOUS FRUITS; MISCELLANEOUS GRAINS, SEEDS AND FRUIT; INDUSTRIAL OR MEDICINAL PLANTS; STRAW AND FODDER
- + 14 VEGETABLE PLAITING MATERIALS; VEGETABLE PRODUCTS NOT ELSEWHERE SPECIFIED OR INCLUDED
- + 15 ANIMAL OR VEGETABLE FATS AND OILS AND THEIR CLEAVAGE PRODUCTS; PREPARED EDIBLE FATS; ANIMAL OR VEGETABLE WAXES
- + 16 (zh) PREPARATIONS OF MEAT, OF FISH OR OF CRUSTACEANS, MOLLUSCS OR OTHER AQUATIC INVERTEBRATES
- + 17 SUGARS AND SUGAR CONFECTIONERY
- + 18 COCOA AND COCOA PREPARATIONS
- + 19 PREPARATIONS OF CEREALS, FLOUR, STARCH OR MILK; PASTRYCOOKS' PRODUCTS

 方式1--依貨品號列點選+符號

0 element(s) selected. Cancel Done

4. 選擇適當的證書格式 (即歐盟法規名稱)，於右邊小格子打勾，選妥後，點選右下角綠色

 按鈕

以商品稅則號列 **03 章的一般冷凍漁產品** (如：冷凍吳郭魚片 03040600、學名 *Oreochromis spp.*) · 證書格式 **2074/2005 (2019/628) Fishery products** 為例：

TRACES
TRAde Control and
Documents > EU Import > New
Dashboards > Organisations
New EU Import
Part I: Details of dispatch
1. Consignor
Name
Country
5. Consignee
Name
Country
Links

EU Import: Select commodities

- + Fresh or chilled fillets of other fish
- + Fresh or chilled fillets of tilapias (*Oreochromis spp.*), catfish (*Pangasius spp.*, *Silurus spp.*, *Clarias spp.*, *Ictalurus spp.*), carp (*Cyprinus spp.*, *Carassius spp.*, *Ctenopharyngodon idellus*, *Hypophthalmichthys spp.*, *Cirrhinus spp.*, *Mylopharyngodon piceus*, *Catla catla*, *Labeo spp.*, *Osteochilus hasselti*, *Leptobarbus hoeveni*, *Megalobrama spp.*), eels (*Anguilla spp.*), Nile perch (*Lates niloticus*) and snakeheads (*Channa spp.*)
- + Frozen fillets of fish of the families Bregmacrotidae, Euclichthyidae, Gadidae, Macrouridae, Melanonidae, Merlucciidae, Moridae and Muraenolepididae
- + Frozen fillets of other fish
 - Frozen fillets of tilapias (*Oreochromis spp.*), catfish (*Pangasius spp.*, *Silurus spp.*, *Clarias spp.*, *Ictalurus spp.*), carp (*Cyprinus spp.*, *Carassius spp.*, *Ctenopharyngodon idellus*, *Hypophthalmichthys spp.*, *Cirrhinus spp.*, *Mylopharyngodon piceus*, *Catla catla*, *Labeo spp.*, *Osteochilus hasselti*, *Leptobarbus hoeveni*, *Megalobrama spp.*), eels (*Anguilla spp.*), Nile perch (*Lates niloticus*) and snakeheads (*Channa spp.*)
 - **0304 61 (zh) Of tilapia (*Oreochromis spp.*)**
 - **0304 61 00 (zh) Of tilapia (*Oreochromis spp.*)**
 - + (2019/628) Certificate to be signed by the captain accompanying frozen fishery products when entering the union for placing on the market directly from a freezer, reefer or factory vessel
 - + **2074/2005 (2019/628) Fishery products**
 - + 2074/2005 (2019/628) Fishery products transferred in third countries
 - + Fishery products to non-EU country
 - + 0304 62 Catfish (*Pangasius* spp., *Silurus* spp., *Clarias* spp., *Ictalurus* spp.)
 - + 0304 63 (zh) Of Nile perch (*Lates niloticus*)

0 element(s) selected. Cancel Done

以商品稅則號列 **16 章的複合性食品** (如：16042090) · 證書格式 **28/2012 (2017/731) Composite products intended for human consumption** 為例：

TRACES
TRAde Control and
Documents > EU Import > New
Dashboards > Organisations
New EU Import
Part I: Details of dispatch
1.1. Consignor
Name
Country
1.5. Consignee
Name
Country
Links

EU Import: Select commodities

- **1604 20 (zh) Other prepared or preserved fish**
 - + 1604 20 05 (zh) Preparations of surimi
 - + 1604 20 10 (zh) Of salmon
 - + 1604 20 30 (zh) Of salmonidae, other than salmon
 - + 1604 20 40 (zh) Of anchovies
 - + 1604 20 50 (zh) Of sardines, bonito, mackerel of the species *Scomber scombrus* and *Scomber japonicus*, fish of the species *Orcynopsis unicolor*
 - + 1604 20 70 (zh) Of tunas, skipjack or other fish of the genus *Euthynnus*
 - **1604 20 90 (zh) Of other fish**
 - + (2019/628) Certificate to be signed by the captain accompanying frozen fishery products when entering the union for placing on the market directly from a freezer, reefer or factory vessel
 - + 2015/1901 9. Fishery products for human consumption (NZ)
 - + 2074/2005 (2019/628) Fishery products
 - + 2074/2005 (2019/628) Fishery products transferred in third countries
 - + **28/2012 (2017/731) Composite products intended for human consumption**
 - + 468/2012 Composite products intended for human consumption Transit/Storage
 - + Fishery products to non-EU country
- + Fish, whole or in pieces, but not minced:

0 element(s) selected. Cancel Done

5. 依序填入證書 Part I 第一部份有關產品詳細資料的欄位，紅色*符號為必填欄位

I.1 Consignor 出口人*：

(1) 直接鍵入出口人名稱

Part I: Details of dispatched consignment | Part II: Certification

I.1. Consignor *

Name: [Q] [Edit] [★]

Country: [v] [ISO Code:

Activity Type: [Advanced...]

Address: [Clear]

或

(2) 點選右邊 **Advanced** (進階搜尋) 按鈕，可依國別、廠商業別等條件來查詢，找到後按下右方 **Selected** (選擇) 按鈕

Part I: Details of dispatched consignment | Part II: Certification

I.1. Consignor *

Name: [Q] [Edit] [★]

Country: [v] [ISO Code:

Activity Type: [Advanced...]

Address: [Clear]

Select consignor

Country: [v] [Type business name, approval number... [Q Search] [Advanced search]

Section: [v] Activity Type: [v]

Activity Identifier: Address:

Name	Address	Section	Activity Type	Status	Activity Identifier
Start searching with Search button.					

[+ Create a new operator] [Close]

Country: Taiwan (TW)

Section: **FFP** Fishery products (FFP) Activity Type: Processing Plant

Activity Identifier: Address:

Name	Address	Section	Activity Type	Status	Activity Identifier	
★ A.O. Kingdom International Company Limited TRACES Number: TR-4400876	101, Shennong Road, Changzhi Township Changzhi Township Taiwan	Fishery products FFP	Processing Plant	Valid	7FH0031	<input type="button" value="Select"/>
★ Bai Xian Seafood Corporation TRACES Number: TR-5053605	32, Feng-Yu 3rd Road chian jen district Taiwan	Fishery products FFP	Processing Plant	Valid	7FH0043	<input type="button" value="Select"/>
★ Cheng Hung Seafood Frozen Produce Company Limited TRACES Number: TR-5522015	5, Changchun Street Xiaogang District Taiwan	Fishery products FFP	Processing Plant	Valid	7FH0046	<input type="button" value="Select"/>
★ Chien Jung Frozen Food Company Limited TRACES Number: TR-4177237	Chien Chen District Taiwan	Fishery products FFP	Processing Plant	Valid	7FH0030	<input type="button" value="Select"/>
★ Fortune Life Enterprise Company Limited	28 Huachung Rd Taliao District	Fishery products	Processing Plant	Valid	7FJ0017	<input type="button" value="Select"/>

(3) 如果出口人還未建置於系統內，則可點選右下方綠色 **+ Create a new operator** 按鈕，來新增出口人名稱。

Country: Taiwan (TW)

Section: **FFP** Fishery products (FFP) Activity Type: Processing Plant

Activity Identifier: Address:

★ Tong Pao Frozen Food Company Limited TRACES Number: TR-7849	20 Dianchang Rd Qiaotou District Taiwan	Fishery products FFP	Processing Plant	Valid	7F30035	<input type="button" value="Select"/>
★ Tosei Sea Foods Company Limited TRACES Number: TR-13572	NO 3, YI-KONG 3 RD., Yi-Chu Hsiang, Chia Yi Hsien Taiwan	Fishery products FFP	Processing Plant	Valid	6FH0002	<input type="button" value="Select"/>
★ Union Development Frozen Foods Co., Ltd TRACES Number: TR-7848	NO 5, TUNG LIN RD Hsiao Kang District Taiwan	Fishery products FFP	Processing Plant	Valid	7F30058	<input type="button" value="Select"/>
★ Wei-I Foodstuff Company Limited (Plignan Factory) TRACES Number: TR-3472508	35, Jingjin Road Fangliao Township Taiwan	Fishery products FFP	Processing Plant	Valid	7FH0014	<input type="button" value="Select"/>
★ Wen Chi Seafood Company Limited TRACES Number: TR-4243244	90, Xinsheng Road Xinyuan Township Taiwan	Fishery products FFP	Processing Plant	Valid	7FH0033	<input type="button" value="Select"/>
★ Yousing Enterprise Company Limited TRACES Number: TR-5053604	18, Zhongli Street Xiaogang District Taiwan	Fishery products FFP	Processing Plant	Valid	7FH0041	<input type="button" value="Select"/>
★ Yuw Chuan Industry Company Limited TRACES Number: TR-11401	50 Lungehou Rd, Wufang Village Hsinyuan Hsiang Taiwan	Fishery products FFP	Processing Plant	Valid	7F30082	<input type="button" value="Select"/>

※FFP (漁產品登錄廠場) 角色：須由歐方廠場登錄管理員來建立

※Exporter 角色：可自行建立且無需通知官方來做生效的動作

※選擇出口人後，在 I.1 欄位底端有 圖示，點開可檢視出口人的詳細資料

I.2 Certificate reference 參考證書號碼：填入 BSMI 的特約檢驗申請案號

I.2.a IMSOC reference 證書號碼：系統會在資料傳送後自動帶出 TRACES 證書號碼

I.3 Central competent authority 中央權責機關 BSMI 總局：系統會自動帶出

I.4 Local competent authority 地方權責機關 BSMI 分局：系統會自動帶出

I.5 Consignee 進口人*：填寫方式同 I.1 欄位

I.6 Responsible for the consignment in EU 本批產品在歐盟的負責人

I.7 Country of origin 來源國：填寫 I.25 製造廠場後，系統自動帶出

I.8 Region of origin 來源地區：填寫 I.25 製造廠場後，系統自動帶出

I.9 Country of destination 目的國*：由下拉選單中，選擇產品輸銷目的國

I.10 Region of destination 目的地區：部分產品有特殊規定時才須要填寫

I.11 Place of dispatch 起運地*：產品出發的地方，填寫方式同 I.1 欄位

I.12 Place of destination 目的地：產品運抵的地方，填寫方式同 I.1 欄位

I.13 Place of loading 裝貨地點*：產品裝櫃的地方，填寫方式同 I.1 欄位

I.14 Date and time of departure 起運日期及時間*：由下拉選單點選預計起運的日期時間

Date of arrival 抵達日期：非必填欄位


Transportation duration 運輸時間：系統會自動帶出

※需注意使用者的帳號設定，時區應為 **Asia/Taipei-China Standard Time (+08:00)**

I.15 Means of Transport 運輸方式*：

(1) 點選 **Add Means of Transport** 下拉選單，選擇運輸方式如：Railway 鐵路、Road Vehicle 陸運、Airplane 空運、Vessel 海運，如都不屬於選單內的 4 種方式，可點選右邊綠色 **+Create** (新增) 按鈕來增列

(2) 依序填入運輸工具的相關資訊，以海運為例，填入 Ship's name 船名、Flag state 船旗國、IMO number 船舶識別碼、Voyage number 船班航次、International transport document 相關文件 (免填)；另可點選 **Advanced** 按鈕查詢船名。

(3) 不只一種運輸方式時，可再繼續點選 **Add Means of Transport**，增加運輸方式，且可拖動左邊的  雙向箭頭符號來調整運輸方式的順序。

I.15. Means of Transport *

Add Means of Transport 增列運輸方式

1. Vessel + Create

Ship's name

Flag state

IMO number

Voyage number

International transport document

點選雙向箭頭可變更運輸方式的順序

+ Create
Clear
Remove
Advanced...

2. Airplane + Create

Flight number

International transport document

+ Create
Clear
Remove
Advanced...

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

I.16 Entry BCP 進入歐盟的邊境管制點*：

- (1) 點選 **Select EU entry BCP** 按鈕進行查詢
- (2) 可鍵入名稱、國別等，點選 **Search**，找到後按下右方 **Selected** 按鈕

I.17 Accompanying documents 檢附文件：非必要欄位，僅用於提供其他相關文件

- (1) 點 **Add Accompanying Document** 按鈕，選擇要上傳的文件種類，例如 Air Waybill 空運提單、Bill of lading 海運提單、Import permit 輸入同意文件、Health certificate 健康證明、Veterinary certificate 獸醫證明、Letter of authority 授權書（用於部分有機產品及植物產品）、Commercial invoice 商業發票、Cargo Manifest 艙單等
- (2) 依序填寫文件的編號、國家等，如要上傳檔案可按 **Select file(s)** 選擇所需檔案，可上傳 2 個以上的檔案，但最後列印 IMPORT 證書時只會出現第 1 個檔案
- (3) 填寫完成也上傳檔案後，要記得點右手邊 **Apply** 按鈕
- (4) 所有上傳檔案的總和不可以超過 2MB

I.17. Accompanying documents 🔗

Add Accompanying Document v

Attachment:

- 🔗 Air Waybill
- 🔗 Commercial invoice
- 🔗 Cargo Manifest
- 🔗 Import permit
- 🔗 Letter of authority (Directive 2008/61/EC)
- 🔗 Health certificate
- 🔗 Veterinary certificate
- 🔗 Bill of lading

number

✕ -

I.17. Accompanying documents

Add Accompanying Document

Type * **Bill of lading**

Attachment:

Number * Number

Date --/--/---- +08:00 CST

Country * No country selection

Place of issue

File

Drop file here or **Select file(s)**

Maximum file size: null MB.

填寫好、選擇好檔案後，點選此鍵才算完成

Apply

Remove

選擇要上傳的檔案

I.18 Transport conditions 運輸條件：

依產品實際情形選擇運輸條件，包括 Chilled 冷藏、Ambient 常溫或 Frozen 冷凍；本項目可能會依據所選擇的商品稅則號列而出現不同選項。

I.19 Container No / Seal No 貨櫃號碼及封條號碼：

貨櫃號碼格式 = 3 個英文字母 + U/J/Z + 7 個數字

填入封條號碼後，系統會自動增加新的一列，如不需要可點選右邊 按鈕刪除

I.20 Certificated as 本批產品用途*：請勾選 Human Consumption 供人類食用

I.20. Certified as *

<input type="radio"/> Approved Bodies	<input type="radio"/> Further process	<input type="radio"/> Trade samples	<input type="radio"/> Slaughter
<input type="radio"/> Fattening	<input type="radio"/> Circus/exhibition	<input checked="" type="radio"/> <u>Human Consumption</u>	<input type="radio"/> Manufacture of petfood
<input type="radio"/> Petfood	<input type="radio"/> Relaying	<input type="radio"/> Canning industry	<input type="radio"/> Artificial reproduction
<input type="radio"/> Other	<input type="radio"/> Quarantine	<input type="radio"/> Pets	<input type="radio"/> Animal Feedingstuff
<input type="radio"/> Breeding/production	<input type="radio"/> Pharmaceutical use	<input type="radio"/> Game restocking	<input type="radio"/> Registered equidae
<input type="radio"/> Technical Use			

I.21 / I.22 Purpose 本批產品的目的*：依實際情形勾選

I.21 For transit 僅於歐盟轉運（不適用，免勾選）

I.22 For internal market 於歐盟境內銷售：勾選本項、並勾選 Definite import

（即歐盟地區為本批產品的最終進口國）

I.21. / I.22. Purpose *

I.21. For transit

I.22. For internal market *

Definite import

I.25 Description of consignment 產品描述*：

- (1) 需增加產品類別時，可點選 **+Add new commodity** 按鈕，再依第 3 點步驟選擇適當的商品稅則號列、學名等。

※僅能增加適用相同證書格式之產品品項（相同商品稅則號列）

- (2) 需修改原本的產品類別時，可點選 **Modify commodity** 按鈕，再依第 3 點步驟選擇適當的商品稅則號列或學名等。

※需先將原本選定的證書格式勾取消，才能選取新的號列、證書格式

The screenshot shows the 'I.25. Description of consignment' form. On the left, under 'I.25. Description of consignment', there are two buttons: '+ Add new commodity' and 'Modify commodities'. On the right, under 'Certification model', the selected model is '2074/2005 (2019/628) Fishery products' with a 'Change' button next to it.

- (3) Certification model 證書格式，系統會依據第 3 點步驟時所選擇的證書格式自動帶出，如果有需要修改，可點選 **Change** 按鈕來做變更。

This screenshot is similar to the previous one, but the 'Change' button under 'Certification model' is highlighted with a red box. Additionally, there is a red label '變更證書格式' (Change certificate format) above the 'Change' button.

- (4) 需移除原選擇的產品類別時，點選 **Remove commodity** 按鈕，則會將現有的整個產品類別刪除掉

The screenshot shows the 'I.25. Description of consignment' form with a list of commodities. The first commodity is selected and highlighted. To the right of the list, there is a 'Remove commodity' button highlighted with a red box. Below the list, there are fields for 'Default weight unit' and 'Default package type'.

Commodity list details:

- 03 (zh) FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES
- 0304 (zh) Fish fillets and other fish meat (whether or not minced), fresh, chilled or frozen
Fresh or chilled fillets of tilapias (*Oreochromis spp.*), catfish (*Pangasius spp.*, *Silurus spp.*, *Clarias spp.*, *Ictalurus spp.*), carp (*Cyprinus spp.*, *Carassius spp.*, *Ctenopharyngodon idellus*, *Hypophthalmichthys spp.*, *Cirrhinus spp.*, *Mylopharyngodon piceus*, *Catla catla*, *Labeo spp.*, *Osteochilus hasselti*, *Leptobarbus hoeveni*, *Megalobrama spp.*), eels (*Anguilla spp.*), Nile perch (*Lates niloticus*) and snakeheads (*Channa spp.*)
- 0304 31 (zh) Of tilapia (*Oreochromis spp.*)
- 0304 31 00 (zh) Of tilapia (*Oreochromis spp.*)

Summary information:

- Subtotal number of packages: 0 packages.
- Subtotal net weight: 0.

(5) 點選 **Clear identifications** 按鈕，會刪掉底下產品品項的整列資訊

I.25. Description of consignment

I.25. Description of consignment * Certification model

+ Add new commodity ✎ Modify commodities 2074/2005 (2019/628) Fishery products ✎ Change

1 03 (zh) FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES Remove commodity **Clear identifications** + Add identifications

0304 (zh) Fish fillets and other fish meat (whether or not minced), fresh, chilled or frozen
*Fresh or chilled fillets of tilapias (*Oreochromis spp.*), catfish (*Pangasius spp.*, *Silurus spp.*, *Clarias spp.*, *Ictalurus spp.*), carp (*Cyprinus spp.*, *Carassius spp.*, *Ctenopharyngodon idellus*, *Hypophthalmichthys spp.*, *Cirrhinus spp.*, *Mylopharyngodon piceus*, *Catla catla*, *Labeo spp.*, *Osteochilus hasselti*, *Leptobarbus hoeveni*, *Megalobrama spp.*), eels (*Anguilla spp.*), Nile perch (*Lates niloticus*) and snakeheads (*Channa spp.*)*
0304 31 (zh) Of tilapia (*Oreochromis spp.*)
0304 31 00 (zh) Of tilapia (*Oreochromis spp.*)

Subtotal number of packages: 0 packages.
 Subtotal net weight: 0 .

Default weight unit: Default package type:

刪掉個別產品的資訊 * Show optional columns

#1	Commodity *	Species *	Product type *	Treatment type *	Package count *	Net weight *	Country of Origin *
	0304 31 00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> Unit	<input type="text"/> Unit	<input type="text"/>

Quantity totals

I.24. Total gross weight: * Unit

I.23. Total number of packages: 0 packages.

I.24. Total net weight: 0 .

(6) 點選 **+Add identifications** 按鈕，可增加底下的產品品項資訊，按 1 下可增加 1 項、點選下拉箭頭 ▼ 可一次性增加 5、10、50、100 個項目

I.25. Description of consignment

I.25. Description of consignment * Certification model

+ Add new commodity ✎ Modify commodities 2074/2005 (2019/628) Fishery products ✎ Change

1 03 (zh) FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES Remove commodity Clear identifications **+ Add identifications**

0304 (zh) Fish fillets and other fish meat (whether or not minced), fresh, chilled or frozen
*Fresh or chilled fillets of tilapias (*Oreochromis spp.*), catfish (*Pangasius spp.*, *Silurus spp.*, *Clarias spp.*, *Ictalurus spp.*), carp (*Cyprinus spp.*, *Carassius spp.*, *Ctenopharyngodon idellus*, *Hypophthalmichthys spp.*, *Cirrhinus spp.*, *Mylopharyngodon piceus*, *Catla catla*, *Labeo spp.*, *Osteochilus hasselti*, *Leptobarbus hoeveni*, *Megalobrama spp.*), eels (*Anguilla spp.*), Nile perch (*Lates niloticus*) and snakeheads (*Channa spp.*)*
0304 31 (zh) Of tilapia (*Oreochromis spp.*)
0304 31 00 (zh) Of tilapia (*Oreochromis spp.*)

Subtotal number of packages: 0 packages.
 Subtotal net weight: 0 .

Default weight unit: Default package type:

* Show optional columns

#1	Commodity *	Species *	Product type *	Treatment type *	Package count *	Net weight *	Country of Origin *
	0304 31 00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> Unit	<input type="text"/> Unit	<input type="text"/>
#2	0304 31 00	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

新增1品項(列)

1.25. Description of consignment

1.25. Description of consignment

Certification model

+ Add new commodity / Modify commodities

2074/2005 (2019/628) Fishery products

Change

1 03 (zh) FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES

0304 (zh) Fish fillets and other fish meat (whether or not minced), fresh, chilled or frozen
 Fresh or chilled fillets of tilapias (*Oreochromis spp.*), catfish (*Pangasius spp.*, *Silurus spp.*, *Clarias spp.*, *Ictalurus spp.*), carp (*Cyprinus spp.*, *Carassius spp.*, *Ctenopharyngodon idellus*, *Hypophthalmichthys spp.*, *Cirrhinus spp.*, *Mylopharyngodon piceus*, *Catla catla*, *Labeo spp.*, *Osteochilus hasselti*, *Leptobarbus hoeveni*, *Megalobrama spp.*), eels (*Anguilla spp.*), Nile perch (*Lates niloticus*) and snakeheads (*Channa spp.*)

0304 31 (zh) Of tilapia (*Oreochromis spp.*)

0304 31 00 (zh) Of tilapia (*Oreochromis spp.*)

Remove commodity Clear identifications + Add identifications

- + [ø zh] eu.import.consignment.add.x.identification (5)
- + [ø zh] eu.import.consignment.add.x.identification (10)
- + [ø zh] eu.import.consignment.add.x.identification (50)
- + [ø zh] eu.import.consignment.add.x.identification (100)



新增5個產品品項
 新增10個產品品項
 新增50個產品品項
 新增100個產品品項

Default weight unit:

Default package type:

Show optional columns

#1	Commodity *	Species *	Product type *	Treatment type *	Package count *	Net weight *	Country of Origin *
	0304 31 00				Unit	Unit	

(7) 欲刪除單一個產品品項資訊，可點選右邊減號符號 ，出現一個垃圾桶符號 ，再按一次即可刪除該品項資訊。

1.25. Description of consignment

1.25. Description of consignment

Certification model

+ Add new commodity / Modify commodities

2074/2005 (2019/628) Fishery products

Change

1 03 (zh) FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES

0304 (zh) Fish fillets and other fish meat (whether or not minced), fresh, chilled or frozen
 Fresh or chilled fillets of tilapias (*Oreochromis spp.*), catfish (*Pangasius spp.*, *Silurus spp.*, *Clarias spp.*, *Ictalurus spp.*), carp (*Cyprinus spp.*, *Carassius spp.*, *Ctenopharyngodon idellus*, *Hypophthalmichthys spp.*, *Cirrhinus spp.*, *Mylopharyngodon piceus*, *Catla catla*, *Labeo spp.*, *Osteochilus hasselti*, *Leptobarbus hoeveni*, *Megalobrama spp.*), eels (*Anguilla spp.*), Nile perch (*Lates niloticus*) and snakeheads (*Channa spp.*)

0304 31 (zh) Of tilapia (*Oreochromis spp.*)

0304 31 00 (zh) Of tilapia (*Oreochromis spp.*)

Subtotal number of packages: 0 packages
 Subtotal net weight: 0

Default weight unit:

Default package type:

Show optional columns

#1	Commodity *	Species *	Product type *	Treatment type *	Package count *	Net weight *	Country of Origin *
	0304 31 00				Unit	Unit	
#2	0304 31 00						
#3	0304 31 00						

刪除本列產品品項

0304 31 00

#3	Commodity *	Species *	Product type *	Treatment type *	Package count *	Net weight *	Country of Origin *
	0304 31 00						

(8) 依序填入產品相關資訊(會依據所選的商品稅則號列及證書格式，填寫不同項目)：

※建議點選 ***Show optional columns** 可顯示產品資訊的所有欄位

※只想看到必填欄位時，可點選 ***Hide optional columns** 按鈕

The image shows two screenshots of a web application interface for describing a consignment. The top screenshot shows the 'Description of consignment' form with a 'Show optional columns' button highlighted in a red box. The bottom screenshot shows the same form with the 'Show optional columns' button clicked, revealing additional fields like 'Manufacturing plant', 'Cold store', 'Batch number', and 'Final consumer'. A red arrow points from the 'Show optional columns' button in the top screenshot to the expanded form in the bottom screenshot.

以商品稅則號列 **03 章**的一般冷凍漁產品，證書格式 **2074/2005(2019/628)**

Fishery products 為例：

- ◇ Species 學名：可鍵入字首後由選單選擇，找不到時可通知 BSMI 第二組協助洽請歐方系統管理員新增（約需 2-3 個工作天）
- ◇ Product type 產品類別：來源為野生捕撈或養殖（Wild stock / Farmed stock）
- ◇ Treatment type 處理方式：由下拉選單選取適當的，如 Frozen 冷凍
- ◇ Manufacturing plant 製造工廠：點選 Select 進入頁籤、依國家及名稱找尋（非必填，但建議填寫）
- ◇ Cold store 倉儲廠（非必填）
- ◇ Package count 包裝數量：填入數字並選擇 unit 單位
- ◇ Net weight 淨重：填入數字並選擇 unit 單位
- ◇ Batch number 批號
- ◇ Final consumer 如果產品是直接提供消費者使用，則可勾選

I.25. Description of consignment

I.25. Description of consignment Certification model

2074/2005 (2019/628) Fishery products Change

① **03** (zh) FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES
0307 Molluscs, whether in shell or not, live, fresh, chilled, frozen, dried, salted or in brine; smoked molluscs, whether in shell or not, whether or not cooked before or during the smoking process; flours, meals and pellets of molluscs, fit for human consumption
Cuttle fish (Sepia officinalis, Rossia macrosoma, Sepioida spp.) and squid (Ommastrephes spp., Loligo spp., Nototodarus spp., Sepioteuthis spp.)
0307 43 Frozen
0307 43 92 *Illex spp*

Subtotal number of packages: 0 packages
 Subtotal net weight: 0

Default weight unit: Default package type:

#1	Commodity *	Species * 學名	Product type * 產品類別	Treatment type * 處理方式	Manufacturing plant * 製造工廠	Package count * 包裝數量及單位	Net weight * 淨重及單位
	0307 43 92				<input type="text"/> <input type="text"/>	<input type="text"/> Unit	<input type="text"/> Unit
		Batch number	Final consumer	Cold store	Country of Origin *		
		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		批號	產品直接供消費者食用	來源			

Quantity totals
 I.24. Total gross weight: * Unit

以商品稅則號列 16 章的複合性食品，證書格式 28/2012 (2017/731) Composite products intended for human consumption 為例：

- ◇ Manufacturing plant 製造工廠：點選 Select 進入頁籤、依國家及名稱找尋
- ◇ Package count 包裝數量：填入數字並選擇 unit 單位
- ◇ Net weight 淨重：填入數字並選擇 unit 單位
- ◇ Batch number 批號
- ◇ Egg content percentage 含蛋成分比例
- ◇ Nature of commodity 商品性質：主成分的來源為野生捕撈或養殖(Wild stock /Farmed stock)

I.25. Description of consignment

I.25. Description of consignment Certification model

28/2012 (2017/731) Composite products intended for human consumption Change

① **16** (zh) PREPARATIONS OF MEAT, OF FISH OR OF CRUSTACEANS, MOLLUSCS OR OTHER AQUATIC INVERTEBRATES
1604 (zh) Prepared or preserved fish; caviar and caviar substitutes prepared from fish eggs
1604 20 (zh) Other prepared or preserved fish
1604 20 90 (zh) Of other fish

Subtotal number of packages: 0 packages
 Subtotal net weight: 0

Default weight unit: Default package type:

#1	Commodity *	Manufacturing plant *	Package count *	Net weight *	Batch number *	Egg content percentage *	Nature of commodity *
	1604 20 90	<input type="text"/> <input type="text"/>	<input type="text"/> Unit	<input type="text"/> Unit	<input type="text"/>	33.3 %	<input type="text"/>
		製造工廠	包裝數量及單位	淨重及單位	批號	產品含蛋成分的比例	商品性質

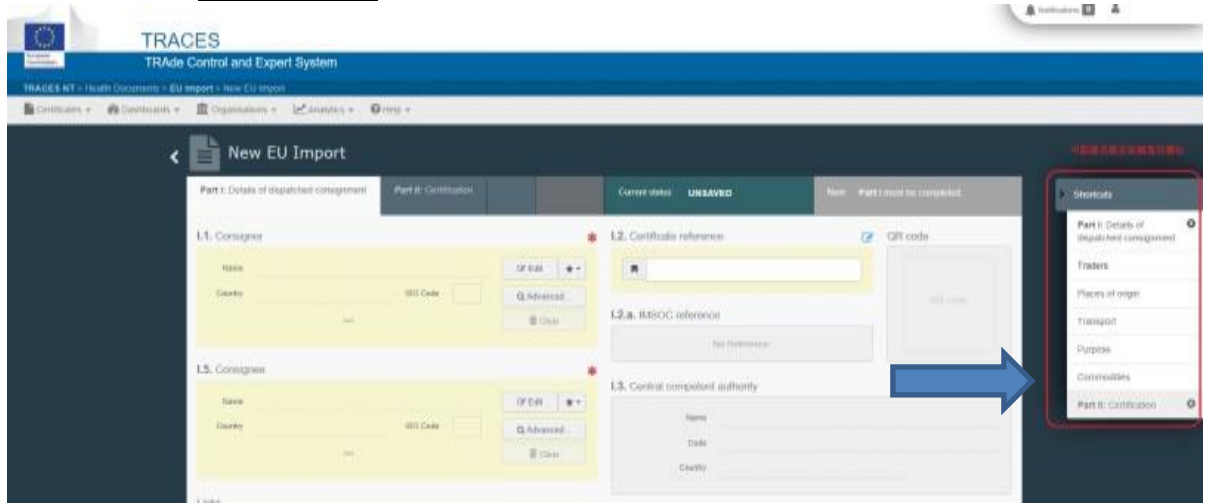
I.24 Total gross weight 總毛重*：填入數字並選擇 unit 單位

Total net weight 總淨重：填完 I.25 後，系統會自動帶出

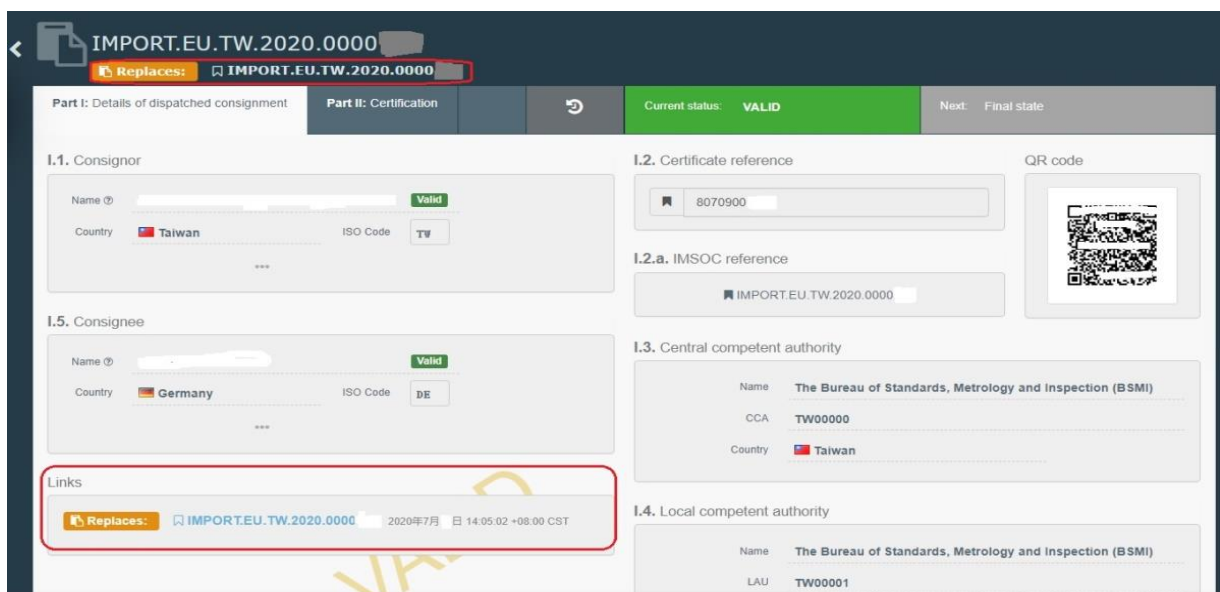
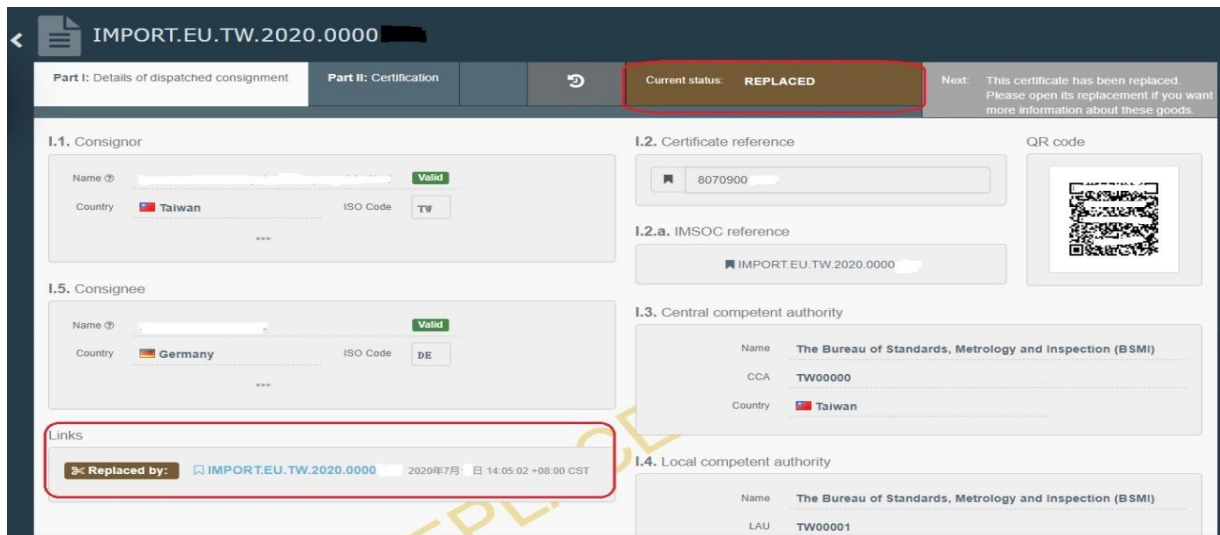
I.23 Total number of packages 總包裝數量：填完 I.25 後，系統會自動帶出

Tips 小撇步：

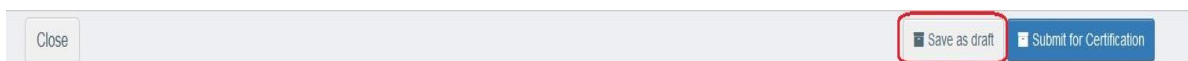
- ◇ 右手邊有一個 **Shortcuts** 捷徑頁籤，點選後可快速跳到要看的欄位



- ◇ I.5 底下有一個 **Links** 的欄位，當證書曾被取代時，會出現相關證書號碼



- ◇ 填妥 I.1 及 I.5 之後，即可先到頁面最下方，點選 **Save as Draft** 儲存草稿，再陸續填完剩下的欄位

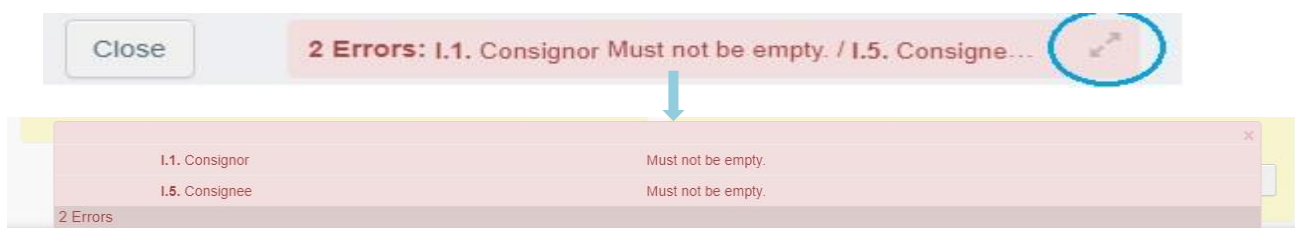


- ◇ Default weight unit / Default package type 可預設重量單位及包裝型態，當有多項次的產品時就不用再逐一選擇單位及型態

6. Identification of applicant 申請人身分：於點選最底下右邊的 **Submit for Certification** (送出) 按鈕之後，系統即會自動帶出

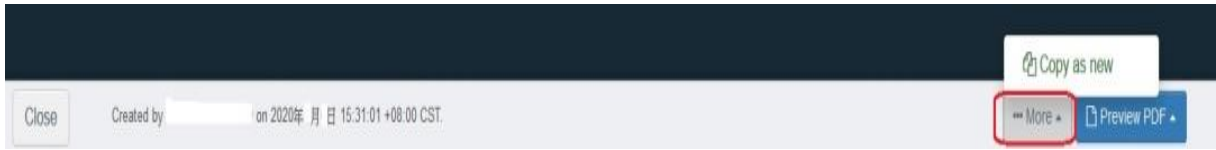
7. 填完所有欄位後，請再檢查一次、確認都沒有問題後，點選最底下右邊的 **Submit for Certification** (送出) 按鈕，案件就會變成 **NEW** 的狀態，官方發證人員才能在系統看到這個案件。(註：案件在 **Draft** 狀態時，官方發證人員在系統看不到案件)

8. **Error message 錯誤訊息**：點選送出按鈕後，如果有欄位未填或填寫錯誤，左下角會出現紅色的錯誤訊息，亦可點選旁邊的 **⌵** (展開符號)，觀看詳細說明，依指示修正或補填錯誤欄位後，記得要再點選最底下右邊的 **Submit for Certification** (送出) 按鈕。

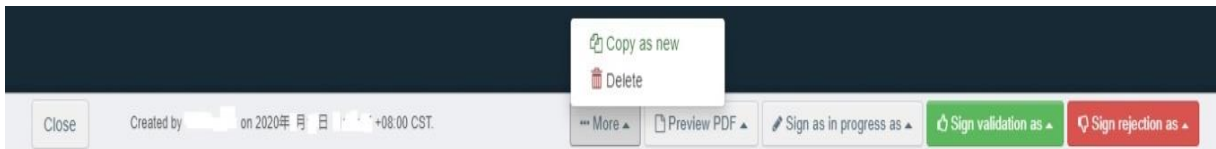


9. 另外，頁面最底部有 2 個按鈕

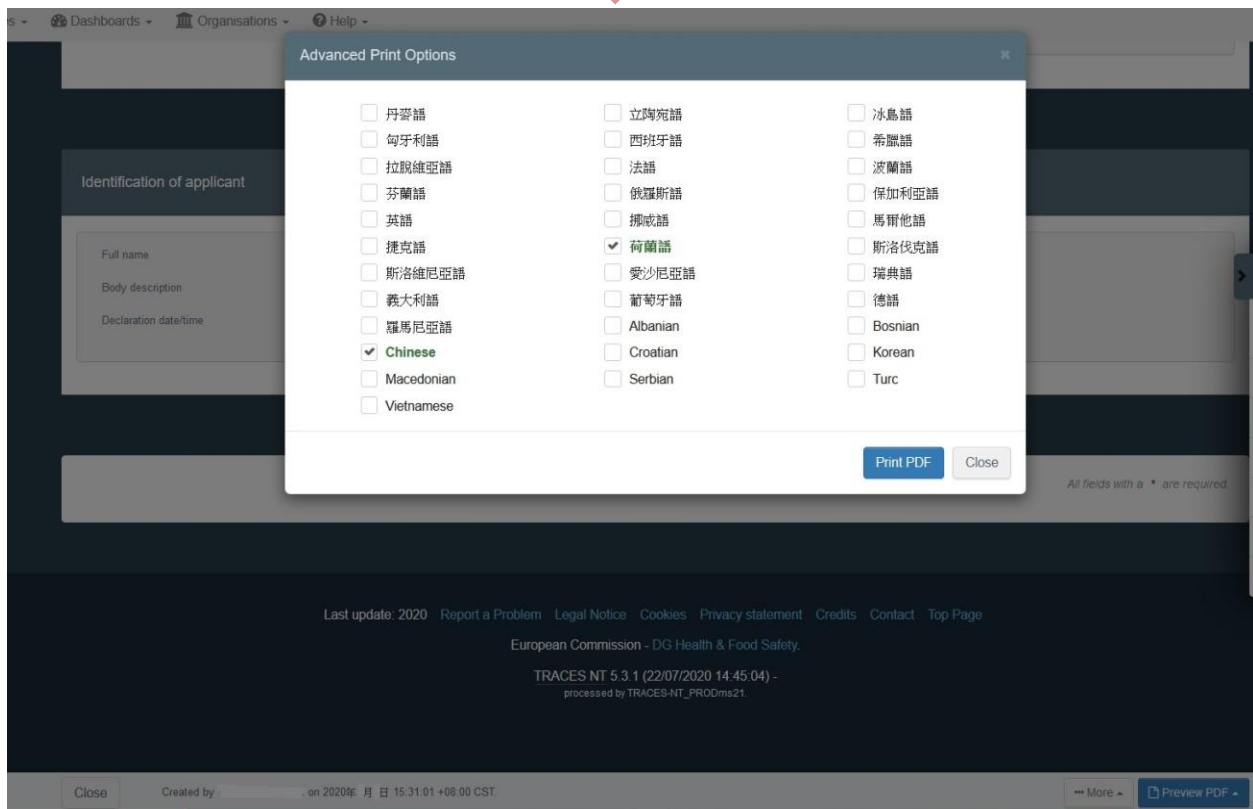
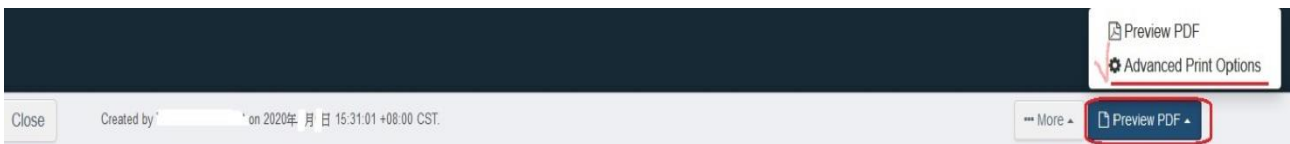
- (1) *****More** 按鈕：點開有 **Delete** 刪除證書、或 **Copy as new** 複製及建立新證書(系統會將大部分欄位的資訊複製) 兩種選項



或

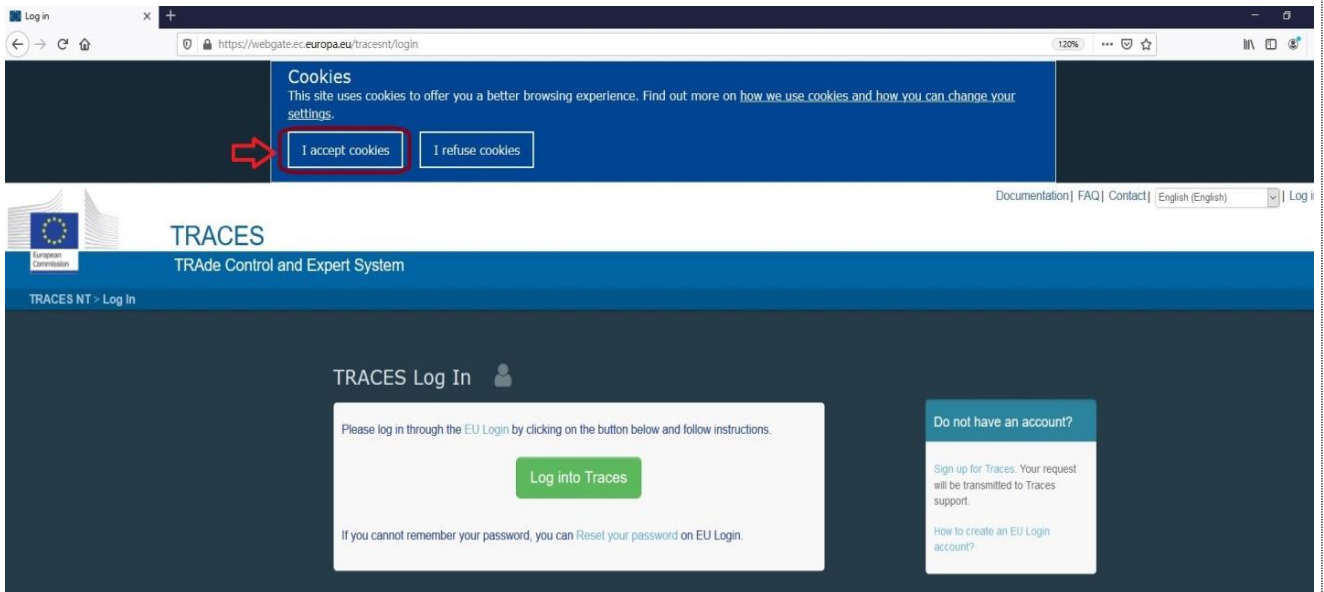


- (2) **Preview PDF** ▲ 按鈕：可點選 **Preview PDF** 直接以 PDF 程式打開證書來瀏覽證書內容，或點選 **Advanced Print Options** 選擇證書的語言版本後 (可選擇一種或多種)，再以 PDF 程式打開證書



注意事項：

1. 建議使用 Chrome 或 Firefox 等網路瀏覽器
2. 系統尚未完全穩定，歐方持續更新及修正版本與操作細節
3. 原則上每 3 個月會被要求變更一次密碼
4. 每次登入系統時，最上方會出現是否接受 Cookies 的提醒，可點選 **I accept cookies** (我接受) 按鈕後，再繼續操作系統



官方發證人員端操作

審查及簽發衛生證明書 (Part II - Certification)

1. 點選廠商申報傳送之案件，請檢視證書 Part I 第一部份有關產品詳細資料的欄位是否符合申請資料，LAU 及 CCA 均有權限可協助修改。

※ 如果不想讓廠商再修改 Part I 的資料，點選頁面底部的 **Sign as in progress** 按鈕，代表案件已在審核中。

2. 系統會依據所選擇的產品類別及證書格式，自動於 Part II 第二部份呈現出欲證明的事項(不適用的會有刪除線)，請檢視是否符合相關規定或有需要勾選/取消勾選的事項。

IMPORT.EU.TW.20...0000

Part I: Details of dispatched consignment | Part II: Certification | Current status: NEW | Next: Part II must be signed.

2074/2005 (2019/628) Fishery products

II.1. (1) Public health attestation

I, the undersigned, declare that I am aware of the relevant provisions of Regulation (EC) No 178/2002 of the European Parliament and of the Council of 28 January 2002 laying down the general principles and requirements of food law, establishing the European Food Safety Authority and laying down procedures in matters of food safety (OJ L 31, 1.2.2002, p. 1), Regulation (EC) No 853/2004 of the European Parliament and of the Council of 29 April 2004 on the hygiene of foodstuffs (OJ L 139, 30.4.2004, p. 1) and Regulation (EC) No 853/2004 of the European Parliament and of the Council of 29 April 2004 laying down specific hygiene rules for food of animal origin (OJ L 139, 30.4.2004, p. 55)) and Regulation (EU) 2017/625 of the European Parliament and of the Council of 15 March 2017 on official controls and other official activities performed to ensure the application of food and feed law, rules on animal health and welfare, plant health and plant protection products, amending Regulations (EC) No 999/2001, (EC) No 396/2005, (EC) No 1069/2009, (EC) No 1107/2009, (EU) No 1151/2012, (EU) No 853/2014, (EU) 2016/429 and (EU) 2016/2031 of the European Parliament and of the Council, Council Regulations (EC) No 1/2005 and (EC) No 1099/2009 and Council Directives 98/58/EC, 1999/74/EC, 2007/43/EC, 2008/119/EC and 2008/120/EC and repealing Regulations (EC) No 854/2004 and (EC) No 882/2004 of the European Parliament and of the Council, Council Directives 89/608/EEC, 89/662/EEC, 90/425/EEC, 91/496/EEC, 96/23/EC, 96/93/EC and 97/78/EC and Council Decision 92/438/EEC (Official Controls Regulation) (OJ L 95, 7.4.2017, p. 1) and certify that the fishery products described above were produced in accordance with those requirements, in particular that they:

證明事項

- come from (an) establishment(s) implementing a programme based on the hazard analysis and critical control points (HACCP) principles in accordance with Article 5 of Regulation (EC) No 853/2004;
- have been caught and handled on board vessels, landed, handled and where appropriate prepared, processed, frozen and thawed hygienically in compliance with the requirements laid down in Section VIII, Chapters I to IV of Annex III to Regulation (EC) No 853/2004;
- satisfy the health standards laid down in Section VIII, Chapter V of Annex III to Regulation (EC) No 853/2004 and the criteria laid down in Commission Regulation (EC) No 2073/2005 of 15 November 2005 on microbiological criteria for foodstuffs (OJ L 338, 22.12.2005, p. 1);
- have been packaged, stored and transported in compliance with Section VIII, Chapters VI to VIII of Annex III to Regulation (EC) No 853/2004;
- have been marked in accordance with Section I of Annex II to Regulation (EC) No 853/2004;
- fulfil the guarantees covering live animals and products thereof, if of aquaculture origin, provided by the residue plans submitted in accordance with Council Directive 96/23/EC of 29 April 1996 on measures to monitor certain substances and residues thereof in live animals and animal products and repealing Directives 85/358/EEC and 86/469/EEC and Decisions 89/187/EEC and 91/664/EEC (OJ L 125, 23.5.1996, p. 10), and in particular Article 29 thereof; and
- have satisfactorily undergone the official controls laid down in Articles 67 to 71 of Commission Implementing Regulation (EU) 2019/627 of 15 March 2019 laying down uniform practical arrangements for the performance of official controls on products of animal origin intended for human consumption in accordance with Regulation (EU) 2017/625 of the European Parliament and of the Council and amending Commission Regulation (EC) No 2074/2005 as regards official controls (OJ L 131, 17.5.2019, p. 51)

II.2. (2)(4) Animal health attestation for fish and crustaceans of aquaculture origin

II.2.1. (3)(4) Requirements for species susceptible to epizootic haematopoietic necrosis (EHN), tauja syndrome and yellowhead disease

I, the undersigned official inspector, hereby certify that the aquaculture animals or products thereof referred to in Part I of this certificate:

(5) originate from a country/territory, zone or compartment declared free from (4) [EHN] (4) [tauja syndrome] (4) [yellowhead disease] in accordance with Chapter VII of Council Directive 2006/88/EC of 24 October 2006 on animal health requirements for aquaculture animals and products thereof, and on the prevention and control of certain diseases in aquatic animals (OJ L 328, 24.11.2006, p. 14) or the relevant OIE Standard by the competent authority of my country,

不適用的事項會自動刪除(仍要確認)

- (i) where the relevant diseases are notifiable to the competent authority and reports of suspicion of infection of the relevant disease must be immediately investigated by the competent authority,
- (ii) all introduction of species susceptible to the relevant diseases come from an area declared free of the disease, and
- (iii) species susceptible to the relevant diseases are not vaccinated against the relevant diseases.]

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3. 審核結果：

- ◇ 經檢視案件內容完整無誤後，點選 **Sign validation** (簽名驗證) 按鈕，案件狀態將更新為 **Valid** (生效)
- ◇ 經檢視案件內容不符合歐盟法規、不予發證者，點選 **Sign rejected** (簽名駁回) 按鈕，案件狀態將更新為 **rejected** (駁回)

4. 頁面最底端的 *****More** 按鈕，點選後有下列選項：

- ◇ **Delete** 按鈕：刪除本案件
- ◇ **Copy as new** 按鈕：建立新證書並將大部分欄位資訊複製，新、舊證書均為有效案件，且案件之間無聯結性
- ◇ **Replace** 按鈕：案件已簽名驗證生效後，發現有部分資訊需要更正的時候，可點選此按鈕作為取代，舊案件與其證明書編號即為無效，但新、舊案件間會有聯結資訊 (I.5 項目底下會出現 **Links** 資訊，詳第 18 頁說明)

5. **Preview PDF** 按鈕，點選後有下列選項：

- ◇ 可點選 **Preview PDF** 直接以 PDF 程式來瀏覽證書內容
- ◇ 或點選 **Advanced Print Options** 選擇證書語言版本、再以 PDF 程式瀏覽證書內容

The screenshot displays the 'IMPORT.EU.TW.20 .0000' interface. The main content area is divided into sections: I.1. Consignor (Taiwan), I.2. Certificate reference (with a QR code), I.2.a. IMSOC reference (IMPORT.EU.TW.20 .0000), I.3. Central competent authority (The Bureau of Standards, Metrology and Inspection (BSMI), TW00000, Taiwan), and I.4. Local competent authority (已受理及審核中). The 'More' button is highlighted with a red box, and its dropdown menu is shown below it, also with a red box. The dropdown menu includes: 'More', 'Preview PDF', 'Sign as in progress', 'Sign validation', and 'Sign rejection'. Below the dropdown menu, there is a legend for the buttons: 'More' (刪除、複製、取代), 'Preview PDF' (證書預覽列印), 'Sign as in progress' (已受理及審核中), 'Sign validation' (同意發證+生效), and 'Sign rejection' (駁回不予發證).