

ANNEX(E) J

APPLICATION TO RETURN CANADIAN PRODUCTS EXPORTED TO THE USA  
 DEMANDE POUR RETOURNER DES PRODUITS CANADIENS EXPORTÉS AUX USA

No.:

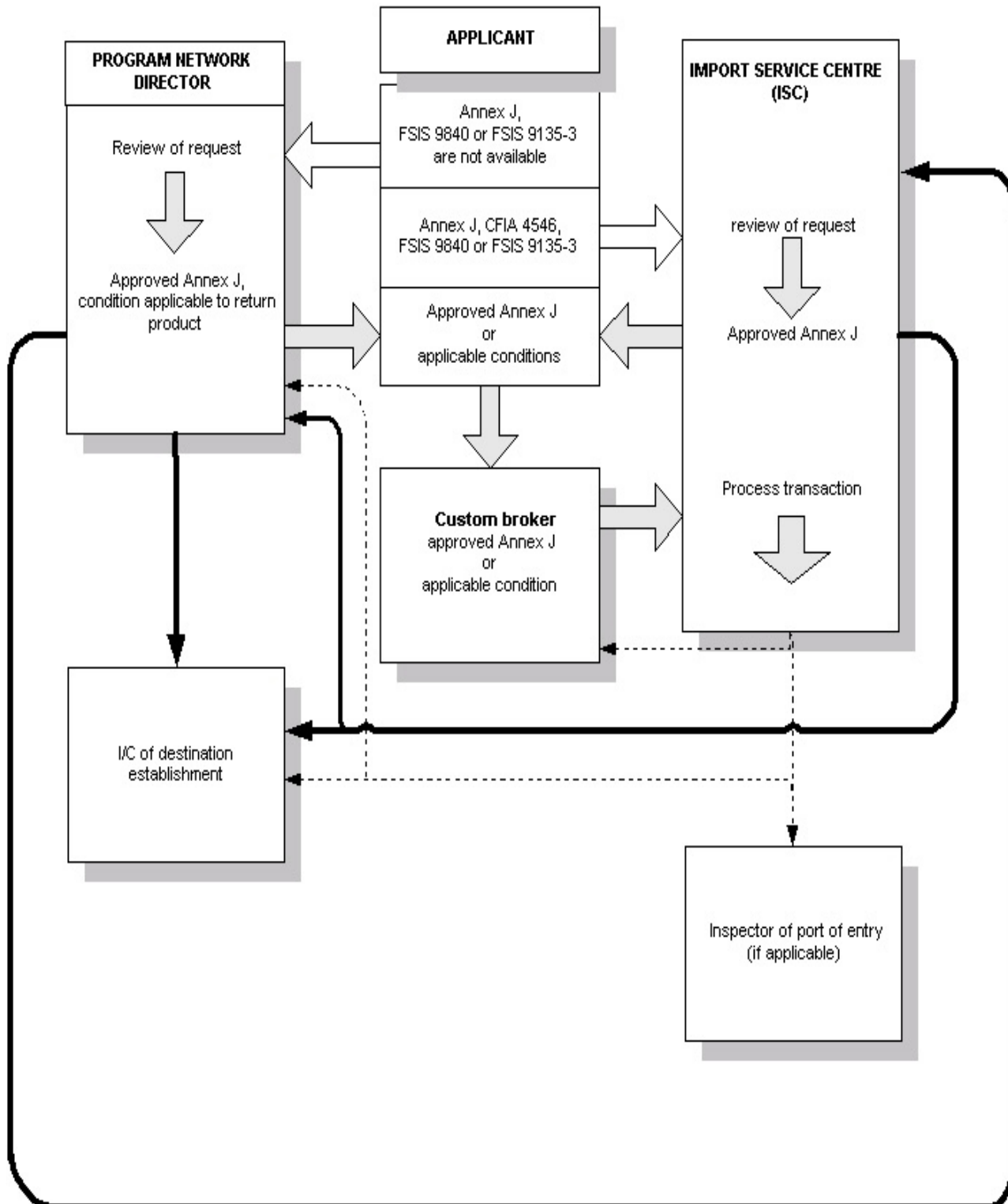
<b>PART 1.</b>  <u>APPLICANT/</u> <u>DEMANDEUR</u>	<b>NAME OF APPLICANT:</b> <b>NOM DU DEMANDEUR:</b>	
	We hereby request permission to bring back into Canada the following product: Par la présente nous demandons permission de ramener au Canada la marchandise décrite ci-dessous	
	Product description: Description du produit:	Weight: Poids:
	Manufacturing establishment ( # and name): Etablissement de fabrication ( # et nom):	
	No. Of export certificate CFIA 4546 /Numéro du certificat d'exportation CFIA 4546:	
	Date and place of refusal: /Date et endroit du refus:	
	Reasons for return:/ Raisons du retour:	
	We are attaching applicable official documents: CFIA-ACIA 4546, FSIS form 9840-3 or 9135-3 with FSIS statement. <sup>1</sup> Les documents officiels applicables sont ci-joints: CFIA-ACIA 4546, Formule FSIS 9840-3 ou 9135-3 avec attestation FSIS. <sup>1</sup>	
	<b>Product to be returned to and inspected:/Le produit sera retourné et inspecté:</b>	
	-est. (#and name)/ # et nom de l'établ.:	
	-address/adresse	
	-transport company/ transporteur	
	-projected date and time of arrival at port of landing/ date et heure prévues d'arrivée au port de débarquement	
Firm's representative:/ Représentant de la compagnie: Name/Nom: Signature: Date:		
Tel.#	Fax.#	
<b>PART 2.</b>  <u>ISC-</u> <u>APND/CSI-</u> <u>DRPC</u>	Permission granted by: Permission accordée par:	
	title and date /titre et date:	
<b>PART 3.</b>  <u>INSP.</u> <u>PORT</u> <u>LANDING/</u> <u>DÉBARQU</u> <u>EMENT</u>	<b>Permission given to proceed to inspection destination/ permission de se rendre au point d'inspection<sup>2</sup> :</b>	Date/Seal/Signature Date/Sceau/Signature

Distribution: see reverse side/ voir au verso

1 Delete the mention(s) not applicable./ Biffer la(les) mention(s) inutiles

2 To be completed only when instructed by the ISC or the APND / à compléter seulement sur instructions du CSI ou DRPC

**ANNEX J-1**  
**FLOW CHART OF APPLICATION TO RETURN A SHIPMENT EXPORTED FROM CANADA**



## ANNEX J - 2

**OPERATING PROCEDURES FOR PROCESSING OF RETURNS OF EXPORTED EDIBLE MEAT AND MEAT PRODUCTS****1.A Application Request for meat products returning from USA****1.0 Document review and processing at the Import Service Centre (ISC)****1.1 Documents to be submitted to the ISC by the applicant for initial documentation processing.**

- Faxed copy of ANNEX J: RETURNED PRODUCTS
- Faxed copy of CFIA 4546: OFFICIAL MEAT INSPECTION CERTIFICATE FOR FRESH MEAT, MEAT BY-PRODUCTS, MEAT FOOD PRODUCTS, AND POULTRY PRODUCTS
- Faxed copy of FSIS Form 9840-3: REFUSED ENTRY NOTIFICATION or FSIS Form 9135-3: CERTIFICATE FOR EXPORT OF MEAT AND POULTRY PRODUCTS

**1.2 Document review and processing**

1.2.1 If all documents are not available, do not proceed, contact the applicant to provide all the necessary documents, if not available then forward all received documents to the Area Program Network Director (APND) of the area of the destination who will review the request and establish the conditions applicable to the return of the product.

1.2.2 If all documents are present continue:

1.2.3. ANNEX J: Ensure that all fields of PART 1 are appropriately completed by comparing the information on the annex with the information found on the other documents.

1.2.4. ANNEX J: Print and sign your name, title and date of acceptance in PART 2 of the annex.

1.2.5. If a copy of the FSIS Form 9135-3 accompanies the request to return the product, DO NOT input information into the Import Control and Tracking System ( IC &TS ) and do not generate a handwritten invoice.

**1.3 Document Distribution:**

- Return by fax a copy of the signed annex J to the applicant.
- Fax a signed copy of annex J and all documents to the APND of the area of the destination.
- Fax a signed copy of annex J to the Import Service Centre of the Port of Landing if different.
- Fax the signed copy of annex J and all other documents to the IIC of the destination

**1.B Application request for meat product returning from countries other than USA****1.0 Document review and processing at ISC**

1.1 Documents submitted to the ISC by the applicant for initial documentation processing **must be forwarded** to the APND office for review and processing. Do not process requests for meat products returning from country other than USA. These requests are to be submitted directly to the APND by the applicant.

- 1.2 APND will notify the appropriate ISC (port of landing) of the import conditions once the review has been completed.

## **2.A Review Process at Arrival (port of landing) of meat products returning from USA**

2.0 Document review and processing at Import Service Centre of port of landing.

2.1 Documents to be delivered to the ISC by broker/importer for import documentation processing.

- Faxed copy of CFIA 4546: OFFICIAL MEAT INSPECTION CERTIFICATE FOR FRESH MEAT, MEAT BY-PRODUCTS, MEAT FOOD PRODUCTS AND POULTRY PRODUCTS.
- CFIA-ISC fax cover sheet - "request for approval for release"
- Manifest or cargo control document
- Annex J and conditions/instructions issued by the APND as applicable

2.2.0 If all documents are not present - do not proceed, contact broker/importer to provide all the necessary documents.

2.2.1 If all documents are present then proceed.

2.2.2 Compare the quantities and commodity description listed on the certificate with the manifest or cargo document and the signed Annex J received from the authorizing primary contact or APND representative who evaluated the initial document review.

2.3 If any of the above verifications show a noncompliance, contact the APND for instructions.

2.3.1 If the above verification shows compliance, stamp the cover sheet. Do not input information into the Import Control & Tracking System. Do not generate an invoice.

## **2.4 Document Distribution**

2.4.1 Documents to be faxed to the broker/importer

- a copy of the stamped cover sheet

2.4.2 Documents to be faxed to the appropriate CFIA Port of Landing if deemed necessary

- a copy of the stamped cover sheet
- a copy of Annex J
- a copy of cargo control or manifest.

2.4.3 Documents to be faxed to the inspector in charge of destination for inspection.

- a copy of Annex J and transmittal notice.

2.4.4 Documents to be faxed to APND

- a copy of Annex J and transmittal notice.

**2.B Review Process at Arrival (port of landing) for meat products returning from countries other than USA****2.1 Documents to deliver to the ISC by broker/importer for import documentation processing.**

- Faxed copy of CFIA 1454: CERTIFICATE OF INSPECTION COVERING MEAT PRODUCTS.
- CFIA-ISC fax cover sheet - "request for approval for release"
- Manifest or cargo control document
- Annex B - 1

2.2.0 If all documents are not present - do not proceed, contact broker/importer to provide all the necessary documents.

2.2.1 If all documents are present then proceed

2.2.2 Compare the quantities and commodity description listed on the certificate with the manifest or cargo document and the signed Annex B1 received from the authorizing representative of APND who coordinated the initial document review.

2.3 If any of the above verifications show a noncompliance, contact the APND for instructions.

2.3.1 If the above verification shows compliance, stamp the cover sheet. Do not input information into the Import Control & Tracking System. Do not generate an invoice.

**2.4 Document Distribution**

2.4.1 Documents to be faxed to the broker/importer

- a copy of the stamped cover sheet

2.4.2 Documents to be faxed to the appropriate CFIA-Port of Landing if deemed necessary

- a copy of the stamped cover sheet
- a copy of annex B - 1
- a copy of cargo control or manifest.

2.4.3 Documents to be faxed to the Inspector in Charge-destination for inspection.

- a copy of Annex B - 1 and transmittal notice

2.4.4 Documents to be faxed to the APND of area of the destination.

- a copy of Annex B - 1 and transmittal notice