All points of the form must be filled in! Save the completed form, where the name of the place of arrival and month/months concerned come out. Send the form by e-mail to Finnish Food Authority ([sisamarkkinatuonti@ruokavirasto.fi](mailto:sisamarkkinatuonti@ruokavirasto.fi)) and to the municipality responsible for the control of the intra-EU trade operator ([e-mail addresses of municipalities](https://www.ruokavirasto.fi/en/private-persons/information-on-food/contact-food-control-authority/)). More instructions for reporting at the end of the form.

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| 1. Month/months and year concerned | | | 2. **No** reception of foodstuffs of animal origin | |
|  | | | The operator has not received foodstuffs of animal origin during the period concerned  during this month | |
| 3. Name and address of the intra-EU operator (company) | | | 4. Name and address of the place of reception | |
|  | | |  | |
| 5. Name of the person in charge | | 6. Telephone number of the person in charge | | 7. E-mail address of the person in charge |
|  | |  | |  |
| 8. Date | 9. Name of the person who filled in this declaration | | | |
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**Identical consignments[[1]](#footnote-1) can be added up and put on a same row if the products have the same information in points 10.15. (same food category, establishment of origin and establishment of dispatch).**

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| **Food category** | | **Establishment of origin** | | **Establishment of dispatch** | | **Consignment**1 **information** |
| 10.  Main category[[2]](#footnote-2) | 11.  Sub-  category | 12.  Code of  origin country | 13.  Code of origin establishment | 14.  Code of dispatch country | 15.  Code of dispatching establishment or  name of warehouse or wholesale | 16.  Total amount in kilos (kg) |
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| **Food category** | | **Establishment of origin** | | **Establishment of dispatch** | | **Consignment information** |
| 10.  Main category | 11.  Sub-  category | 12.  Code of  origin country | 13.  Code of origin establishment | 14.  Code of dispatch country | 15.  Code of dispatching establishment or  name of warehouse or wholesale | 16.  Total amount in kilos (kg) |
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**INSTRUCTIONS FOR REPORTING**

The intra-EU trade operator is responsible for reporting the imported foodstuffs of animal origin.

The report is given four times a year at latest the 15th of January, April, July, and October. The foodstuffs imported from EU during the previous three months are reported (for example foodstuffs imported in October-December are reported by the 15th of January and foodstuffs imported in January-March are reported by the 15th of April). The form must be sent also about those months when foodstuffs of animal origin were not received.

The intra-EU trade operator may also choose to make the report monthly or concerning individual received consignments.

The completed form is sent to Finnish Food Authority as an attachment by e-mail ([sisamarkkinatuonti@ruokavirasto.fi](mailto:sisamarkkinatuonti@ruokavirasto.fi)) and in addition to the municipality responsible for the control of the intra-EU trade operator. See the e-mail addresses of municipalities from [Finnish Food Authority website](https://www.ruokavirasto.fi/en/private-persons/information-on-food/contact-food-control-authority/).

**Instructions how to complete the form:**

1. The month/months and year that this report concerns.
2. Tick the box if you did not receive foodstuffs of animal origin during the period concerned.   
   The form must be sent also about those months when foodstuffs of animal origin were not received.
3. Name and address of the intra-EU operator (name of the company). The intra-EU operator can also be an agent who does not receive the foodstuffs by himself but pass those directly to the customer.
4. Name and address of the food premises where the foodstuffs that the declaration concerns are first received.
5. Name of the person responsible for the intra-EU trade operations.
6. Telephone number of the person mentioned at point 5.
7. E-mail address of the person mentioned at point 5.
8. Date of the report.
9. Name of the person who completed this report.
10. Main category of the foodstuffs (see the guide for operators from [Finnish Food Authority website](https://www.ruokavirasto.fi/en/companies/import-and-export/eu-countries-norway-and-switzerland/food/categorization-of-foodstuffs-of-animal-origin/)).
11. Subcategory of the foodstuffs (see the guide for operators from [Finnish Food Authority website](https://www.ruokavirasto.fi/en/companies/import-and-export/eu-countries-norway-and-switzerland/food/categorization-of-foodstuffs-of-animal-origin/)).
12. International country code (the country from which the products originate).
13. Approval number of the establishment of origin (establishment, from which the products originate).
14. International country code (European country from which the products were dispatched to Finland).
15. Approval number of the establishment of dispatch or name or approval number of the wholesale or warehouse (establishment in Europe from which the products were dispatched to Finland).
16. Total amount of received foodstuffs of animal origin in kilos during the period the report concerns.

1. A group of sales units that correspond to the same type of foodstuff and that have been produced, manufactured or packed in the same establishment and shipped to Finland at the same time. [↑](#footnote-ref-1)
2. Consignments of pork, beef and poultry meat shall be accompanied by a commercial document complying with the model set out in Annex IV of the Commission Regulation 1688/2005 as regards special guarantees concerning salmonella which shows that the lot was examined in the establishment of dispatch and detected free of salmonella. Consignments of eggs shall be accompanied by an intra trade certificate complying with the model set out in Annex V of the regulation EC 1688/2005. Also, consignments of eggs, pork and beef that are intended for heat treatment in an establishment must be accompanied by a document complying with regulation EC 1688/2005 (annex IV or V). The above-mentioned requirements do not concern consignments from Sweden or Norway. Documents complying with regulation EC 1688/2005 are not required either from consignments of broiler or eggs from Denmark or Iceland nor consignments of turkey meat from Iceland. [↑](#footnote-ref-2)