

FBOs Checklist for Choosing a Certifying Officer (OV) for Export Documentation

Verify through sight of documentation that:

1 The person is authorised by APHA as an OV to perform statutory veterinary work in GB:

Is a practising member of the Royal College of Veterinary Surgeons (MRCVS/FRCVS) or approved by the RCVS to practice veterinary medicine for a specified period of time in the UK as an EU national (see <https://findavet.rcvs.org.uk/home>)

and

Holds the appropriate Official Controls Qualification (Veterinary) (OCQ(V) obtained through the APHA contracted training provider, currently Improve International (see <https://www.improve-ov.com/qualifications/about.php>)

and

Is regarded by APHA as suitable for carrying out tasks on behalf of Ministers, taking into account any previous performance as an OV or convictions for offences under animal health or welfare legislation

2 The person's OCQ(V) is appropriate to the statutory veterinary work to be carried out:

The person is registered with Improve International (<https://improve-ov.com/registration/>)

and

Has documentary evidence (i.e. certificate signed by a representative of Improve-OV) that they have completed the relevant training for the work in question, e.g. OCQ(V) PX for product export – see <https://www.improve-ov.com/qualifications/px-course.php>

and

Has been authorised by APHA as an OV on successful completion of the training.

3 If 4 years have passed since the original OCQ(V) appropriate authorisation revalidation has been carried out within allowed timescales (<http://apha.defra.gov.uk/official-vets/training-and-authorisation/index.htm>)

Note:

OCQ(V) must be revalidated every 4 years. OCQ(V) can be revalidated at any time during the 6 month period immediately following the deadline in order to have the authorisation reinstated. If the qualification is not revalidated within the 6 month period, the authorisation will be expired and it will be necessary to complete the full training course in order to become an authorised OV again. There are certain circumstances where it may not be possible to complete the OCQ(V) revalidation within the specified deadline. It may be possible to have an extension or in some cases an exception to these requirements.

4 The person's insurance cover is appropriate and sufficient for the statutory work to be carried out

Appropriate: Covers the work to be done under the specific OCQ(V)

Sufficient: Provides for cover at least equivalent to the retail sales value of the highest value individual consignment that will be certified. Exporters must ensure their OVs are aware of the value of consignments. This should be provided in a timely way to allow the OV sufficient time to ensure their level coverage is sufficient. Legal costs must also be covered by insurance cover. If this is uncertain, vets should discuss this with their professional indemnifier.