

Exercise two.

You are a veterinary medical officer working in the VS office in Virginia on October 31, 2010. Your name is Dr. John Doe. The last certificate issued by your office was number VA1200004. This 16-4 is presented to your office for endorsement for the export of dry dog food to Bobania. There is no information on the IREGS regarding the export of pet food to Bobania. You advise the exporter that it is their responsibility to be sure that the certificate that is endorsed meets all the requirements of Bobania, and you get on to deciding whether or not you can endorse the certificate. APHIS has **not** inspected the facility, and no documentation other than a notarized affidavit is available. The exporter needs the certificate today- so please review the following certificate understanding that you will have not inspected the facility.

Here is the affidavit that they present:

Affidavit view 1

Here is the VS Form 16-4 that they present.

Let's first concentrate on the 16-4 that they have presented:

16-4 View 1

0.9 Could there be any issues with the "NAME AND ADDRESS OF THE EXPORTER" section of the 16-4? Yes

0.9 a. fill in the blank. Your office is in Virginia, because the material is being exported from _____, you need to confirm that the shipment in some way is related to your state. (Texas)

The exporter confirms that while the material is being shipped from their factory in Texas, their corporate headquarters are in Richmond, VA. Therefore, this block is acceptable.

Please determine if any lines in the additional declaration area of this 16-4 are not endorsable, and if so, please think of possible ways the statement could be altered to make it endorsable.

1. There are no issues with this statement. True or False?

This office has on file a notarized affidavit verifying the following information.

Answer : **False. Only the proper affidavit line may be used.**

Which of the following would be an appropriate replacement for this line?

- A. This office has on file a notarized affidavit from Jimmy Joe's Pet Delights verifying the accuracy of the statements below.
 - B. This office has on file a notarized affidavit from the exporter verifying the accuracy of the statements below.
 - C. This office has on file a notarized affidavit from Jimmy Joe's Pet Delights verifying the accuracy of the statements below.
 - D. This office has on file a notarized affidavit from APHIS verifying the accuracy of the statements below.
- 16-4 View 2 comes up after they select right answer.

2. There are no issues with this statement. True or False?

Certified materials contain no ingredients derived from any ruminants.

True, this statement is fine. The statement could be made above the affidavit line if you had verified by inspection (not the case here). In this case, the statement can also be made below the line, if the statement is included on the actual notarized affidavit.

3. There are no issues with this statement. True or False?

Certified materials are free of dioxins, and have radioactivity levels less consistent with international standards.

False, there are two issues.

3.a. Please fill in the blank. There should be no statement that a product is free of an agent unless _____ have been supplied. Answer- laboratory reports or laboratory results.

3.b. Please fill in the blank. 2- _____ - should not be cited- the statement is too general- and for most commodities there are none of these established. Answer- international standards

3.c. Where regulations of other countries, or international standards are cited, these should only be endorsed as noted in the _____. Answer- IREGS.

3.d. Which of the following would be acceptable replacements "Certified materials are free of dioxins"?

- A. Certified materials are not likely to contain harmful levels of dioxins or radioactivity.
- B. Certified materials have been tested and found to contain less than 5 ppm dioxins. Materials are not known to be radioactive. [comment to come up if they answer this- you could do this if the exporter provides you laboratory results showing the specific lots of pet food were tested and found to contain 4 ppm dioxins. In this case, the exporter does not have this documentation- so please select another alternative.
- C. Certified materials meet all FDA regulations for dioxins and radioactivity. Comment- APHIS should not certify that materials meet the requirements of other agencies. This certification would need to be provided by FDA.

- D. Certified materials meet all Bobanian regulations for dioxins and radioactivity.
Comment- APHIS does not certify that products meet the requirements of other countries. The exceptions are noted on the IREGS- and are where APHIS has developed programs to determine that products do meet these requirements.

Correct answer is A.

16-4 View 3 should now come up.

4. There are no issues with this statement. True or False?

Materials were heated to a minimum internal temperature of 90 C.

True, this statement may be made on the basis of an affidavit.

5. There are no issues with this statement. True or False?

The undersigned guarantees that certified materials are not mislabeled.

False, there are two problems.

5.a. Please fill in the blank: The statement “_____” implies that the signatory of the certificate is endorsing the statement beyond the fact that the office has on file an affidavit stating the facts. Answer: “The undersigned guarantees that”

5.b. APHIS does not certify labeling in general terms. APHIS may certify that product is labeled with a certain statement such as “not for human consumption” but APHIS will not certify that products are “properly labeled” or any other non-specific labeling requirements. _____ is the agency in the US with authority over labels of food, including pet food. Answer: FDA.

5.c. Which of the following would be acceptable replacements for the line “The undersigned guarantees that certified materials are not mislabeled.”

- A. The undersigned endorses that all the above statements are true and factual.
- B. APHIS certifies to the accuracy of the above statements.
- C. Certified materials are labeled “dog food.”
- D. Certified materials meet all FDA labeling requirements.

Correct answer C.

The view should change to 16-4 View 4 at this time.

6. There are no issues with this statement. True or False?

Materials are fit for animal consumption.

True.

7. There are no issues with this statement. True or False?

All grain components of the pet food are free of all plant pests.

False, VS does not certify to plant diseases. This statement should be removed.

The view should change to 16-4 View 5 at this time.

8. **There are no issues with this statement. True or False?**

The production facility is located in Texas, which is free of rabies.

False.

Please fill in the blanks with what is wrong with this statement:

8.a. _____ statements should not be placed under the affidavit line.
(Animal disease status)

8.b. No statements should be made about the disease status of a region of the United States without first confirming it. You could not make this statement unless you could confirm that _____ is free of _____. (Texas...Rabies)

9. The exporter states that they actually wanted to include a statement that the state where the production facility is located is free of Lumpy Skin. If you confirm that that state is free of Lumpy skin disease, which of the following would be acceptable?

A. Replace the entire line with “The production facility is located in Texas, which is free of Lumpy skin disease.”

B. Replace the entire line with “The production facility is located in Texas.” Place an additional line above the “affidavit” line stating “Texas is free of Lumpy skin disease.”

c. Replace the line with “The United States is free of Lumpy skin disease.”

16-4 View 6 should now appear.

9. **There are no issues with this statement as it appears on this view of the 16-4. True or False?**

This product is produced at an establishment inspected and approved by APHIS.

False. There are three issues.

Please fill in the blank:

9.a. The _____ above the line should not be skipped. It allows for items to be added after the certificate has been endorsed. (blank space)

9.b. Text should not appear over the _____. Text can be included to the right of the _____. (USDA seal)

9.c. Statements that facilities are “inspected and approved” by APHIS may only be made if _____ has inspected the facility. (APHIS)

9.d/ select the appropriate answer in the parenthesis. These statements should not appear under the (declaration/**affidavit**) portion, but rather in the (**declaration**/affidavit)” portion. (APHIS)

9.e.As the facility has not been inspected, and there is no time to inspect, this statement may not appear on the VS Form 16-4. Which of the following would be endorsable alternatives?

- a. Certified materials were produced under a system of rules and regulations in place in the United States and are free for sale in the United States.
- b. Certified materials meet all FDA requirements.
- c. The product is produced at a facility operating under a system of rules and regulations in place in the United States governing the production of pet food.
- d. Materials meet all the requirements of Bobania.

Answer a and c.

16-4 View 7 should now be present.

10. Now please review the corrected 16-4 as it now appears. [There are no issues with how the “Additional Declaration” section of this 16-4 currently appears. True or False?](#)

False.

10. a. The area is completed in a way that still allows for “additions.” The various lines should not be _____so far apart- and a _____must be drawn through the blank area. (spaced/ diagonal line)

Ideally, now they would watch the text be moved up (to positions as they now are in the “exercise 1-second corrected 16-4” attachment, and then watch the line be drawn. But if this is going to be difficult, you could just show them the corrected version.

[What we would probably do is direct the student to advance to the next screen to view the animation. The animation isn’t an issue.](#)

Now they should view **16-4 View 8**).

11. OK, now we have a 16-4 with an “additional declaration” area that has statements that are endorsable. Are we ready to complete the 16-4, and endorse it?

Answer: NO- we need to be sure that the affidavit is a proper affidavit and is consistent with the corrections we’ve made to the additional declaration area of the VS Form 16-4, and we need to be sure that the rest of the VS Form 16-4 is acceptable.

Let’s review the affidavit. Affidavit view 1 should be available.

11.a. Do they need to change the following line? **Certified materials are free of dioxins, and have radioactivity levels less consistent with international standards.**

Yes, this state should be replaced with the one actually on the 16-4 "Certified materials are not likely to contain harmful levels of dioxins or radioactivity"

Note- alternatively, this statement could be moved above the affidavit line on the 16-4. As the statement is almost certainly true for all pet food produced in the US. If the statement appears above the affidavit line on the 16-4, it does not need to appear on the affidavit at all. The affidavit may contain more information than the 16-4, therefore, if this was the only issue with this affidavit, and the exporter could not get a new affidavit, one solution would be to simply move this statement on the 16-4 as indicated on the following: **16-4 view 10**. However, in this case, there a new affidavit needs to be created, so let's assume the exporter wants to keep this statement in the affidavit section. They have quickly created a new affidavit which addresses this issue: Affidavit view 2.

As we've already stated above, there are still some issues with this affidavit which prevent it from being used as a basis for **16-4 view 8**. They are (fill in the blank):
11.b. The _____ and the _____ of Jimmy Joe Edwards does not appear on the affidavit. (signature and title).

11.c. The affidavit does not contain the required statement which must appear on all affidavits of: _____. (I certify that the statements listed above are true to the best of my knowledge and belief.)

11.d. The affidavit document is not _____. (notarized).

11.e. The affidavit contains the sentence _____. This statement should not appear on the notarized affidavit, but rather belongs on the VS Form 16-4 above the affidavit based sentences. (**This office has on file a notarized affidavit verifying the following information.**)

The exporter quickly prepares the following affidavit, and asks you, if they get it notarized, will this be acceptable. Affidavit view 3.

11.7. Is this affidavit, once properly notarized, adequate for you to endorse **VS 16-4, view 8**?

NO

11.f. Fill in the blank. The affidavit does not adequately explain Jimmy Joe Edwards' _____ to make or verify the statements, or state that he is _____ to represent Jimmy Joe's Pet Delights in this manner. (qualifications, authorized)

Jimmy Joe Edward explains that he is actually Jimmy Joe Edwards, Jr and he is working for his father. He had quickly endorsed this affidavit himself- since his father is across town. He agrees to go back to his office, and get the affidavit endorsed by his father, the president of the company. And he later, the same day, returns with the following:

Affidavit view 4.

12. You have reviewed this new affidavit. Does this affidavit meet all the requirements?

NO

The document is still not _____. (notarized).

Poor Jimmy Joe Jr. is at his wits end. But you point out that you must have the affidavit notarized. Fortunately Jimmy Joe Sr. is waiting in the car for Jimmy Joe Jr., and you suggest to Jimmy Joe Jr, that he and Jimmy Joe Sr. go to the bank next door and see if they could possibly notarize the signature for him.

They then return with the following.

Affidavit view 5.

13. Are there any more issues with the affidavit? No.

Now let's go back to our 16-4, and prepare it for final signature.

14. Considering: you are working in the VS office in Virginia on October 31, 2010, and the last certificate issued by your office was number VA1200004. , which of the following could be acceptable certificate numbers to place in this block?

- A. VA12000042
- B. TX1200005
- C. VA1200005
- D. 1200005.

[Then have them advance again to another screen to view this animation:](#)

Could there be Jimmy Joe Edwards
Jimmy Joe's Pet Delights
504 Doggie Lane

October 31, 2010 appears next to the Date block, and VA1200005 appears next to the "and no" block . We cannot make these changes on the electronic version that we have, since it is designed to not allow this to be done prior to signature.

Next narration: you are now ready to complete the endorsement of this 16-4.—

[Then have them advance again to another screen to view this animation:](#)

Signature of endorsing official-the name “John Doe, DVM” would appear here in cursive. Then the same name would appear “printed in blocked letters” above the “Typed name”, and “VETERINARY MEDICAL OFFICER” would appear above the “Title of Endorsing official”,

To create View 9.