



United States
Department of
Agriculture

Agricultural
Marketing
Service

1400 Independence Avenue, SW.
Room 2968-S, STOP 0225
Washington, DC 20250-0225

Instructions for Completion of EU Health Certification Notification/Derogation Request Form

General Information

Differences in US and European Union (EU) regulatory requirements impact dairy products requiring certification for export to the EU. These products must meet the EU requirement that the sourced raw milk, sampled at the farm level, have a rolling mean standard plate count of 100,000 CFU /mL or less and a rolling mean somatic cell count of 400,000 cells/mL or less. The milk supplier must notify the Agricultural Marketing Service (AMS) if a farm's rolling mean for any month exceeds the EU requirements and the milk is used for products that require certification for export to the EU. If the farm continues to exceed the requirements for the 3 consecutive months following this notification, the plant must ask for a derogation or exclude the milk from entering products that require certification for shipment to the EU. ([See EU Instructions](#))

The milk supplier must make notifications and requests for derogations using the AMS Notification/Derogation Request Form (DRF online form can be found [Here](#)). All the requested information must be supplied, including a valid AMS Customer Number (Applicant Number). If the milk supplier does not have a valid Customer Number or does not know their Customer Number, they should contact Bari Kinne at 630-437-5073 or via email at: Bari.Kinne@AMS.USDA.gov. Upon completion of the online form, select the "[SUBMIT]" button to send the information to AMS. An email confirmation will be sent confirming receipt of the information. When AMS receives a derogation request, the request will be reviewed and a message sent via email stating whether it is accepted or rejected. If it is rejected, a brief explanation regarding the rejection will be included. An electronic copy of the invoice for the derogation will be sent to the email address on file for the supplied Customer Number.

Please allow 5 days for processing derogation requests.

For questions about making notifications or requests for derogations, please contact Ken Vorgert at 630-437-5037 or Carrie Sayasithsena at 202-720-3171.

Completion of Forms

After opening the DRF page, select the type of form you need by clicking on the radio button for that action (Notification; Derogation or Seasonal Derogation). The page will change to the correct form.

Follow the links below for form instructions:

- [Notification of Farm in Noncompliance with EU Requirements..... 3](#)
- [Request for Derogation from EU Requirements..... 5](#)
- [Request for Derogation from EU Requirements \(Seasonal\) 7](#)

Notification of Farm in Noncompliance with EU Requirements

CONTACT INFORMATION

NAME: Enter the name of the contact person for this notification. This is the person AMS will contact if there are questions.

PHONE NUMBER: Enter the phone number for the contact person listed above.

E-MAIL ADDRESS: Enter an e-mail address for receipt notification.

NOTIFYING MILK SUPPLIER INFORMATION

NAME: Enter the name of the milk supplier (the entity with the farm records; for example: cooperative, direct shipper, milk shipper, proprietary processor or dairy milk marketer) reporting the noncompliance.

CITY: Enter the city where the milk supplier is located.

STATE: Enter the state where the milk supplier is located.

PLANT NUMBER: Enter the plant number used to identify the milk supplier.

CUSTOMER NUMBER: Enter the AMS Customer Number (Applicant Number) for the milk supplier. This is a 7 digit number. (Disregard the first three zeros.) If the milk supplier does not have a valid Customer Number or does not know their Customer Number, please contact Bari Kinne at 630-437-5073 or email her at: Bari.kinne@ams.usda.gov .

FARMER INFORMATION

NAME OF FARM: Enter the name of the noncompliant farm.

CITY: Enter the city where the farm is located.

STATE: Enter the state where the farm is located.

STATE PERMIT NUMBER: Enter the state permit number that identifies this farm. This number will be used to trace notices during AMS EU documentation reviews.

MEAN COUNT INFORMATION

Check the appropriate button for the type of noncompliance being reported. Complete a separate report for each type of noncompliance.

DATE OF NOTIFICATION: Enter the date for the noncompliant report. This is usually the current date (this month's compliance is based on the tests from last month). Clicking on the calendar icon next to the date field will allow you to select the date with a click.

MEAN COUNT (THOUSANDS): Enter the mean count that made this farm noncompliant in units of thousand/mL. The form will prompt you with the previous month below the count.

COMMENTS: Provide comments regarding this notification.

After completing the report click on the "[SUBMIT]" button. This will transmit the report to AMS.

Request for Derogation from EU Requirements

CONTACT INFORMATION

NAME: Enter the name of the contact person requesting this derogation. This is the person AMS will contact if we have questions.

PHONE NUMBER: Enter the phone number for the contact person listed above.

E-MAIL ADDRESS: Enter an e-mail address for receipt notification.

NOTIFYING MILK SUPPLIER INFORMATION

NAME: Enter the name of the milk supplier (the entity with farm records; for example: cooperative, direct shipper, milk shipper, proprietary processor or dairy milk marketer) requesting this derogation.

CITY: Enter the city where the milk supplier is located.

STATE: Enter the state where the milk supplier is located.

PLANT NUMBER: Enter the plant number used to identify the milk supplier.

CUSTOMER NUMBER: Enter the AMS Customer Number (Applicant Number) for the milk supplier. This is a 7 digit number. (Disregard the first three zeros.) If the milk supplier does not have a valid Customer Number or does not know their Customer Number, please contact Bari Kinne at 630-437-5073 or via email at: Bari.kinne@ams.usda.gov .

AMS will charge an administrative fee of 2 hours at the current Federal Register published rate for Dairy Program services for each requested derogation. This fee will cover the costs of administering and maintaining the derogation records.

FARMER INFORMATION

NAME OF FARM: Enter the name of the noncompliant farm.

CITY: Enter the city where the farm is located.

STATE: Enter the state where the farm is located.

STATE PERMIT NUMBER: Enter the state permit number that identifies this farm. This number will be used to trace derogation during AMS EU documentation reviews.

MEAN COUNT INFORMATION

Check the appropriate button for the type of derogation being requested. Complete a separate request for each type of derogation.

DATE OF NOTIFICATION: Enter the date for the derogation request. This is usually the current date (this month's compliance is based on the tests from last month). Clicking on the calendar icon will allow you to select the date with a click.

MEAN COUNT (THOUSANDS): Enter the mean counts for the last three months that made this farm noncompliant in units of thousand/mL. This should be the three months following the initial report of noncompliance. The form will prompt you with the previous three months below the count box.

COMMENTS: Provide any comments you wish to have considered in respect to this request.

After completing the request click on the "[SUBMIT]" button. This will transmit the request to AMS. After AMS reviews the request, a notification of determination will be sent to the e-mail address provided.

Request for Derogation from EU Requirements (Seasonal)

CONTACT INFORMATION

NAME: Enter the name of the contact person requesting this derogation. This is the person AMS will contact if we have questions about the derogation request.

PHONE NUMBER: Enter the phone number for the contact person listed above.

E-MAIL ADDRESS: Enter an e-mail address for receipt notification.

NOTIFYING MILK SUPPLIER INFORMATION

NAME: Enter the name of the milk supplier (the entity with farm records; for example: cooperative, direct shipper, milk shipper, proprietary processor, dairy milk marketer) requesting this derogation.

CITY: Enter the city where the milk supplier is located.

STATE: Enter the state where the milk supplier is located.

PLANT NUMBER: Enter the plant number used to identify the milk supplier.

CUSTOMER NUMBER: Enter the AMS Customer Number (Applicant Number) for the milk supplier. This is a 7 digit number. (Disregard the first three zeros.) If the milk supplier does not have a valid Customer Number or does not know their Customer Number, please contact Bari Kinne at 630-437-5073 or via email at: Bari.kinne@ams.usda.gov .

AMS will charge an administrative fee of 2 hours at the current Federal Register published rate for Dairy Program services for each requested derogation. This fee will cover the costs of administering and maintaining the derogation records.

FARMER INFORMATION

NAME OF FARM: Enter the name of the noncompliant farm.

CITY: Enter the city where the farm is located.

STATE: Enter the state where the farm is located.

STATE PERMIT NUMBER: Enter the state permit number that identifies this farm. This number will be used to trace derogation during AMS EU documentation reviews.

MEAN COUNT INFORMATION

Check the appropriate button for the type of derogation being requested. Complete a separate request for each type of derogation.

DATE OF NOTIFICATION: Enter the date for the derogation request. This is usually the current date (this month's compliance is based on the tests from last month). Clicking on the calendar icon will allow you to select the date with a click.

MEAN COUNT (THOUSANDS): Enter the mean counts for the last twelve months that made this farm noncompliant in units of thousand/mL. The form will prompt you with the last twelve months below the boxes for the counts.

COMMENTS Provide any comments you wish to have considered in respect to this request for derogation.

After completing the request click on the “[SUBMIT]” button. This will transmit the request to AMS. After AMS reviews the request, a notification of determination will be sent to the e-mail address provided.

You can find the DRF online form [Here](#).