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**Objet :** CBs' responsibility concerning the issuance of the COI in TRACES

Dear all,

Following several complaints concerning the refusal of some CBs to complete / initiate / modify information on COIs in TRACES, we would like to remind you the provision of the Note regarding the box 1 of the form included in Annex V of Regulation (EC) N° 1235/2008: "*Name, address and code of control body or authority in the third country as referred to in Article 13(3) of Regulation (EC) No 1235/2008. **This body also completes boxes 4 to 18.***"

During the different workshops organised in view of the preparation of the launch of the electronic certification of imports of organic products the participants raised the question of the initiation of the COI and the lack of information for the CBs in Third Countries.

Most of the participants representing the CBs indicated the fact that the importers and the exporters should be granted access to TRACES in order to initiate or fill in the fields for which they know the information requested.

This proposal has been accepted and put in practice in TRACES in order to help the CBs. However, several operators indicated us recently the fact that the CBs request them to initiate the certificates saying that the task of initiation of the COI is not under the CBs responsibility. Moreover, some CBs are charging the operators for each modification requested if the operators noticed a mistake after the submission of the draft certificate to the CB for issuance.

We therefore remind you that the CBs are entirely responsible for the issuance of the certificate and that according to the legislation in force they are the ones who must complete boxes 4 to 18. The operators (importers or exporters) who are initiating the certificates in TRACES by completing one or more of the boxes from 4 to 17 are only helping the CBs in their duty.

Kind regards,

**Nicolas VERLET**

**Head of Unit**

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