

SECRETARY OF AGRICULTURE AND CATTLE RAISING DEFENSE

NORMATIVE INSTRUCTION No. 1, OF JANUARY 11th, 2017

THE SECRETARY OF AGRICULTURE AND CATTLE RAISING DEFENSE, DEPUTY, OF THE MINISTRY OF AGRICULTURE, LIVESTOCK AND SUPPLY, in the use of the attributions granted to him by art. 18, subparagraph II, letter "I", and art. 53, both of Attachment I of Decree no. 8.852, of September 20th, 2016, considering the provisions of Law no. 1.283, of December 18th, 1950, in Decree no. 30.691, of March 29th, 1952, and what is contained in Process no. 21000.021334/2016- 62, resolves:

Art. 1st The procedures for the registration, renewal, amendment, audit and cancellation of the registration of animal origin products produced by establishments registered or listed in the Federal Inspection Service - SIF, and by foreign established authorized to export to the country, are established.

Art. 2nd The procedures for the registration, renewal, amendment, audit and cancellation of registration, addressed by this Normative Instruction, must be conducted by the Department of Inspection of Animal Origin Products of the Ministry of Agriculture, Livestock and Supply's Secretary of Agriculture and Cattle Raising Defense – DIPOA/SDA/MAPA

Sole paragraph. DIPOA may designate Federal Fiscal Agriculture and Cattle Raising Auditors who perform inspection activities of animal origin products in the Federal Agriculture, Livestock and Supply Superintendencies to conduct the analysis of registration, renewal, amendment applications and registration audit.

Art. 3rd The procedures for the registration, renewal, amendment and cancellation of registration addressed by this Normative Instruction must be electronically conducted in the computer system available at MAPA's website: www.agricultura.gov.br.

§ 1st The access to the electronic system will be granted upon previous authorization, by means of personal identification.

§ 2nd It is the user's sole responsibility to maintain the confidentiality of the password part of his/her electronic identification, being that it's not accepted, under any circumstances, the allegation of its undue use.

§ 3rd The directions for the use of the computer system are made available at MAPA's website.

Art. 4th The request for accessing the computer system, for national producing establishments, must be performed by its legal representative by means of electronic register.

§ 1st For the purposes of registry, the following documents must be submitted by electronic means:

I – copy of the establishment's by-laws; and

II – copy of the legal representative's personal ID.

§ 2nd The legal representative must authorize the users designated to conduct the activities related to the registration, amendment, renewal and cancellation of registration.

Art. 5th The request for accessing the computer system, for foreign producing establishments, must be performed by its legal representative by means of electronic register.

§ 1st For the purposes of registry, the following documents must be submitted by electronic means, accompanied by vernacular translation:

I – copy of the document issued by the authority of the country of origin indicating the establishment's representative, for the purposes addressed by this Normative Instruction; and

II – copy of the personal ID of the establishment's legal representative.

§ 2nd The representative must authorize the users designated to conduct the activities related to the registration, amendment, renewal and cancellation of registration.

Art. 6th The national producing establishment's legal representative and the foreign producing establishment's representative must maintain the list of its respective system users updated.

Art. 7th The registration application must be conducted by the national or foreign producing establishment, accompanied by the following information and documentary elements in Portuguese language:

I – establishment identification;

II – product identification and characterization data;

III – product composition indicating the ingredients in descending order of amount;

IV – description of the manufacturing process;

V – opinion of the health regulatory body about the use of functional or health property allegations, when such allegations are contained on the label;

VI – thermal processing calculation for canned products, submitted to commercial sterilization for each type of package and product weight;

VII – reliable and legible reproduction of the label, in its original colors, indicating its dimensions and size of the characters of the mandatory information of the label; and

VIII – other documents required by the legislation for granting the registration of specific products.

§ 1st The description of the manufacturing process must be performed on an ordered way and include the purchase or receipt of raw material, processing contemplating the time and

temperature of the technological processes used, packaging, storage and preservation of the product, as well as the specifications providing the distinctive characteristics of the product.

§ 2nd The label may present variations in its dimensions, colors and drawings and all the variations must be sent for the purposes of registration.

§ 3rd Non-formulated meat products must have a single registration number whenever they are submitted to the same manufacturing process.

§ 4th Fish in nature must have a single registration number for the several species and presentation forms, whenever it is submitted to the same manufacturing process.

§ 5th The label printed exclusively in foreign language, of products intended for the international trade, must be registered along with its vernacular translation.

§ 6th Compound ingredients must have their components and amounts described.

Art. 8th The registration and amendment of the registration of products not covered by Decree no. 30.691, of March 29th, 1952, or in its complementary acts, must be performed upon previous approval of the information and documents contained in article 7th of this Normative Instruction. Art. 9th The registration and amendment of the registration of products covered by Decree no. 30.691, of March 29th, 1952, or in its complementary acts, must be performed by providing the information and documents contained in article 7th of this Normative Instruction.

Sole paragraph. The list of products provided for in the caput of this article is made available in the computer system addressed by this Normative Instruction.

Art. 10. The products intended for export can be manufactured and labeled according to the requirements of the country they are intended to.

Art. 11. The product registration must be renewed every 10 (ten) years upon request by the establishment before they are expired.

Art. 12. No change to the formulation, manufacturing process or label can be performed without previous update of the registration at DIPOA.

Art. 13. The information contained in the product registration must exactly correspond to the procedures conducted by the establishment.

Art. 14. The number to be assigned to the product registration must be generated by the establishment and automatically controlled by the computer system.

§ 1st Each number corresponds to a registration, being that its reuse is not allowed.

§ 2nd The registration number must be separated by bars from the establishment's registration or control number.

Art. 15. The change to the product sale denomination implies the application of a new registration.

Art. 16. DIPOA must conduct a product registration audit in order to verify the compliance with the legislation and the conformity of the documents and information provided by the establishment.

Art. 17. When non-conformities related to the product registration are found, DIPOA must notify the national producing establishment or the health authority of the country of origin of the foreign producing establishment, specifying the non-conformity and, if applicable, the deadline for its correction.

Sole paragraph. The failure to comply with the measures determined by DIPOA implies the cancellation of the registration.

Art. 18. The cancellation of the registration is automatic in the following situations:

I – if requested by the establishment; and

II – due to the expiration of the registration without application for renewal.

Art. 19. The registration must be cancelled in case of failure comply with the provisions of Law no. 1.283/1950, of Decree no. 30.691/1952, and of the other applicable rules.

Art. 20. The registrations already existing on the date this Normative Instruction is published will remain valid for 10 years from the date it is granted.

Sole paragraph. Any renewal or amendment implies new registration, upon compliance with the procedures established in this Normative Instruction.

Art. 21. DIPOA may request, during the registration process or subsequently, the original of the documents electronically presented by the applicant.

Sole paragraph. The original documents must be preserved for the validity of the product registration.

Art. 22. DIPOA may request additional information or documents in order to subsidize the analysis of the registration application, amendment and audit.

Art. 23. The cancellation of the registration does not impair the application of the fiscal actions and applicable penalties resulting from the violation to the legislation.

Art. 24. This Normative Instruction comes into force on the date it is published.

Art. 25. Ordinance SIPA no. 9, of February 26th, 1986 is revoked.

JORGE CAETANO JUNIOR

DOU 18/01/2017