USDA **Agricultural
Marketing
Service**

1400 Independence Avenue, SW.
Room 2747-S, STOP 0230
Washington, DC 20250-0225

February 16, 2017

TO: U.S. Dairy Exporters

SUBJECT: Columbia Sanitary Export Certificates

Exporters Must Register and Participate in Web-based Training to Utilize USDA's Electronic Trade Document Exchange (eTDE) System for Colombia Sanitary Export Certificates.

USDA's Agricultural Marketing Service (AMS) has enhanced the Electronic Document Creation System (eDOCs) to include the issuance of Colombia Sanitary Export Certificates. eDOCs works in conjunction with the Electronic Trade Document Exchange (eTDE) system, and prior to utilizing these systems all users must register for eTDE which includes physically going to your nearest USDA Service Center office with a government-issued ID to prove your identity. U.S. exporters must obtain a Level 2 USDA E-Authentication account in order to access the eDOCs application system and view the final certificates on eTDE. A link to registration instructions is on the second page of this letter.

eDOCs allows the dairy industry to request a Colombia Sanitary Export Certificate using a secure web-based service. AMS Dairy Program will electronically review and approve each request. Certificates created in eDOCs flow automatically to eTDE, so that the foreign port authorities and U.S. exporters can view the electronic certificates online.

Deployment of eDOCs improves business efficiencies throughout the government and dairy industry. The eDOCs application system allows exporters to create up to 60 custom templates and re-use some data from old certificates, eliminating the need to input all data with each new certificate request resulting in cost and time savings. AMS will continue to issue paper health certificates until Colombia advises that electronic certificates are sufficient.

Where can the Industry Receive Assistance and Training to Facilitate a Smooth Transition?

AMS has developed several resources to assist the industry during this interim period. You can find information on how to register with USDA and access this system at **https://www.ams.usda.gov/services/imports-exports/dairy-exports**. However, before using eDOCs, you must register for eTDE. You can find information on registration at

http://www.etde.usda.gov/eTDEHelpCenter_Dairy.aspx. Each individual that requests certificates should obtain their own individual log-in and password to eTDE. There can be more than one login per company and there is no cost to register.
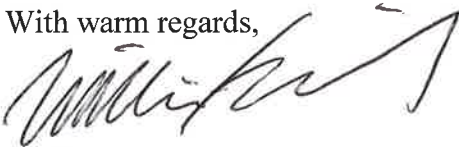
AMS/Information Technology Services (ITS) is hosting the eTDE / eDOCs systems and is the Subject Matter Expert (SME) for these Trade applications. The eTDE / eDOCs demo and briefing sessions will be conducted by USDA/ITS. Please contact Fariba.Tacoukjou@ams.usda.gov for issues and questions with eTDE and eDOCs.

Sign up for eTDE and eDOCs Webinar Training

Training sessions are offered on both eTDE and the eDOCs application systems Thursdays or Fridays at 4pm EST (days and times are subject to change). To register, please e-mail the USDA AMS National Field Office (dairynfo@ams.usda.gov). Registration will be first-come, first served, and spots in each session are limited.

We appreciate feedback you might have on this new system. It is our pleasure to continue serving your needs and we are working every day to improve this process. AMS is expanding this technology to other importing countries.

With warm regards,

William Frances
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Dairy Program, Agricultural Marketing Service