

DECOL BULLETIN NUMBER: AVPB- 01/2024
ISSUED: 17 July 2024

TOPIC: AVP PORTAL- New Processing Feature:

Change of Hint Text and Guidance on Procedure for Processing Original and Replacement Applications

The table below provides detail on the system changes planned for deployment to the AVP Portal Live Environment on Monday 22nd July 2024

<p><u>Change of Hint Text and Guidance on Procedure for Processing Original and Replacement Applications</u></p>	<p>For Authorised Veterinary Practices (AVPs) who deliver certification of Export Health Certificates (EHCs) via the AVP Portal, there will be a visible change to the permanently available red hint text on the user interface.</p> <p>In the 'Documents' tab of an application, beneath the EHC Documents section, the text will now state;</p> <div data-bbox="474 817 2087 951" style="border: 1px solid #0070C0; background-color: #F0F0F0; padding: 5px;"><p>For original (new) applications, this section contains a draft certificate only. You must sign and issue the version of the certificate found in the 'Generated Documents' section. For 'Cancel and Replace' applications, you must sign and issue the EHC in this section. Before printing for certification, please check that the certificate features the standard "Cancel and Replace" red text wording at the top of page 1 of the EHC.</p></div> <p><u>What does this mean for Original (New, first-time) Applications?</u></p> <p>Nothing changes, the template that has been uploaded to this section by the exporter remains a document for information only and must not be printed or signed.</p>
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What does this mean for 'Cancel and Replace' applications?

Applications for certificates to replace an original that has been lost/ cancelled **DO** have the template that must be printed and signed in this section (as opposed to the 'Generated Documents' tab).

For further information on why this is the case and how to differentiate an Original application from a 'Cancel and Replace' application, please visit the [User Guides](#).