NACCS (animal quarantine related activities) Advance notification for import and application for import inspection of dogs, etc., and Application for export inspection of dogs, etc. (abridged edition of manual)

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1. Using the NACCS (animal quarantine related activities)

1.1 Applying for use

To use the NACCS (animal quarantine related activities), a usage application is required.

Persons using the NACCS (animal quarantine related activities) for the first time should first display the NACCS (animal quarantine related activities) page of the Animal Quarantine Service homepage and confirm the contents: (http://www.maff.go.jp/aqs/tetuzuki/system/49.html)
This provides information about using the NACCSS (animal quarantine related activities) such as recommended environment of the terminal used, cautions when operating the NACCS (animal quarantine related activities), etc.
For your reference: Recommended environments: Windows 7, Internet Explorer 11.0.

A. Registering user information

When using NACCS (animal quarantine related activities) for the first time, access the Animal Quarantine Service homepage and confirm the terms of use before clicking the Usage Application link to carry out prior registration for usage application. After receiving an email from the system, register the user information to obtain a user ID.

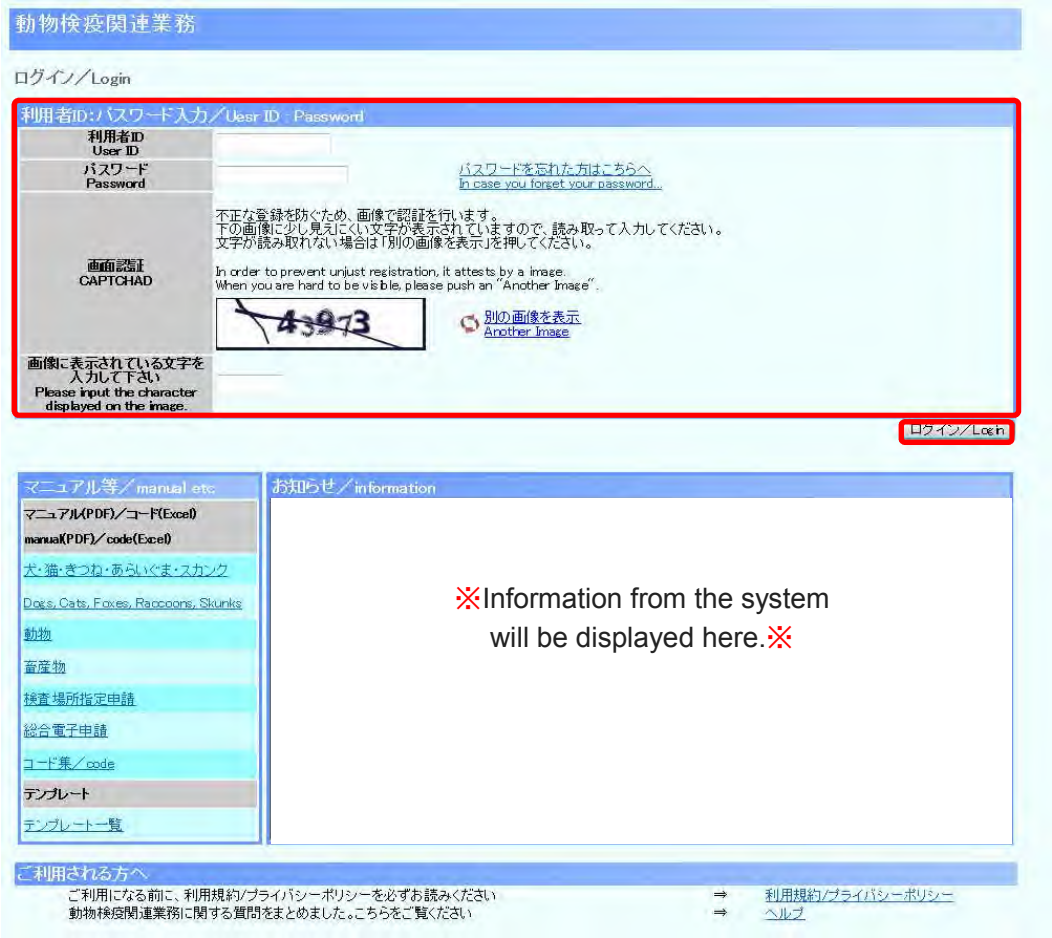
(Usage application)

https://webaps.naccs.jp/dfw/nss/apsapp/UCCU01/CCU01W01E_Init01.do

1.2 Login

1 Open the system login screen and enter your user ID and password.

Open the login screen (for applicants). Input your user ID and password and the characters displayed in the image on the Screen Confirmation column. Click the Login button.



- Persons wishing to reconfirm the terms of use and the privacy policy should click “terms of use/privacy policy” to confirm those items.
- Click the “Help” link to view the contents of questions that were sent up to now regarding use of the NACCS (animal quarantine related activities) and answers to those questions.
- When using this system, the web browser cookies must be valid.
- If an error is displayed concerning the HTTPS (SSL communications) or cookies, check the web browser settings.

○ If you have forgotten your password

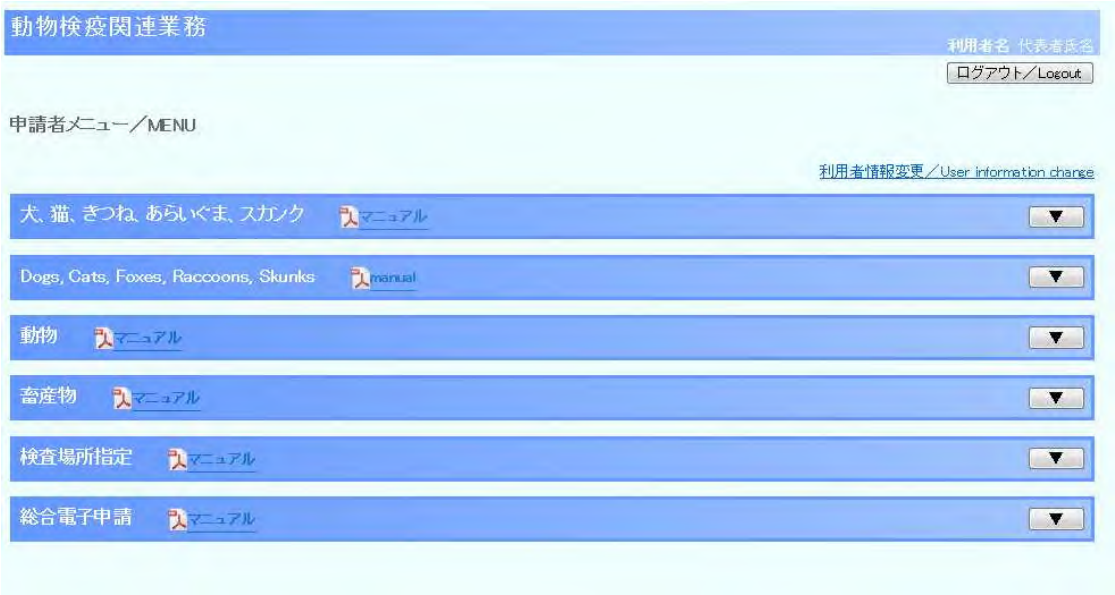
- If you have forgotten your password, click the following: In case you forget your password.

○ If you cannot read the numerals displayed on the screen.

- If you cannot read the numerals displayed in the image in the Screen Authentication column, click the following: Another Image.

- If you enter the wrong password 10 times consecutively, the account is locked and login will not be possible. If the account is locked, contact your nearest Animal Quarantine Service.
- For the User ID column and Password column, be careful to distinguish between use of upper-case and lower-case letters. Make sure that you are not inputting large characters instead of small characters or vice-versa because the Caps Lock function is active.

2 Applicant Menu/Menu Screen is displayed



- For the codes used for the various activities, check page with the NACCS (animal quarantine related activities) applicant code list (http://www.maff.go.jp/aqs/tetuzuki/system/anipas_code.html).

2. *Advance notification and application for import inspection of dogs, etc.*

2.1 Carrying out application for inspection following advance notification and notification for import of dogs, etc.

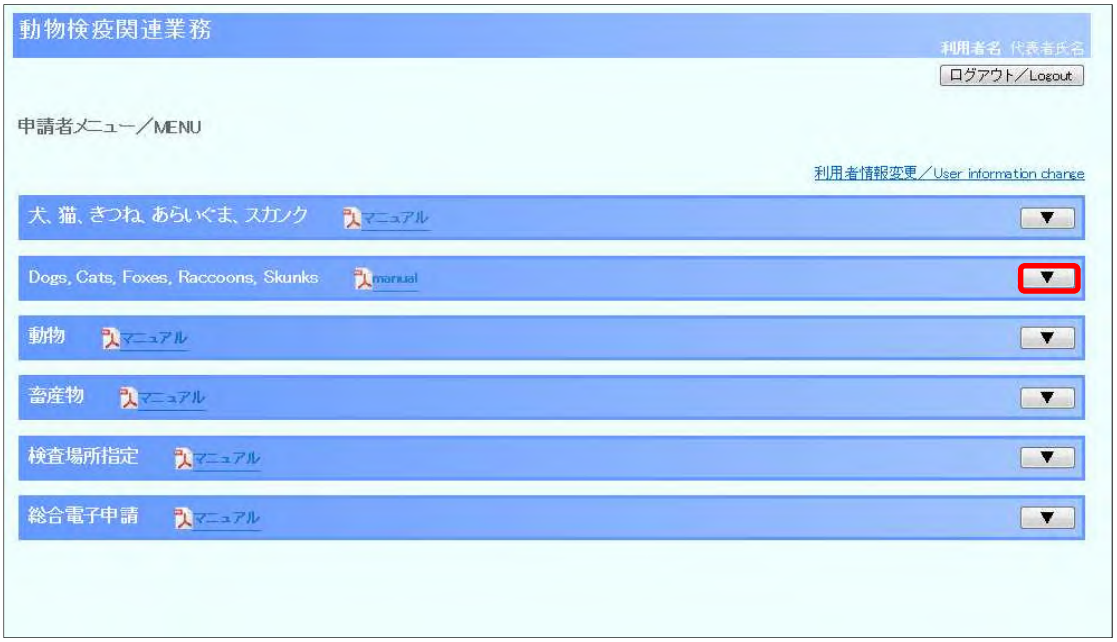
You must notify the Animal Quarantine Service of the arrival airport at least 40 days prior to arrival in Japan of dogs, cats, etc. Also, when animals arrive in Japan, it is necessary to apply for import inspection. It is possible at the NACCS to apply for application import inspection simultaneous with notification. This manual describes the methods for notification and application for import inspection following notification.

A. Carrying out advance notification for import of dogs, etc. as pets, etc. (other than those for testing and research purposes)

Input the items in the advance notification regarding import of dogs, cats, etc. as pets, etc. (other than those for testing and research purposes) to carry out notification.

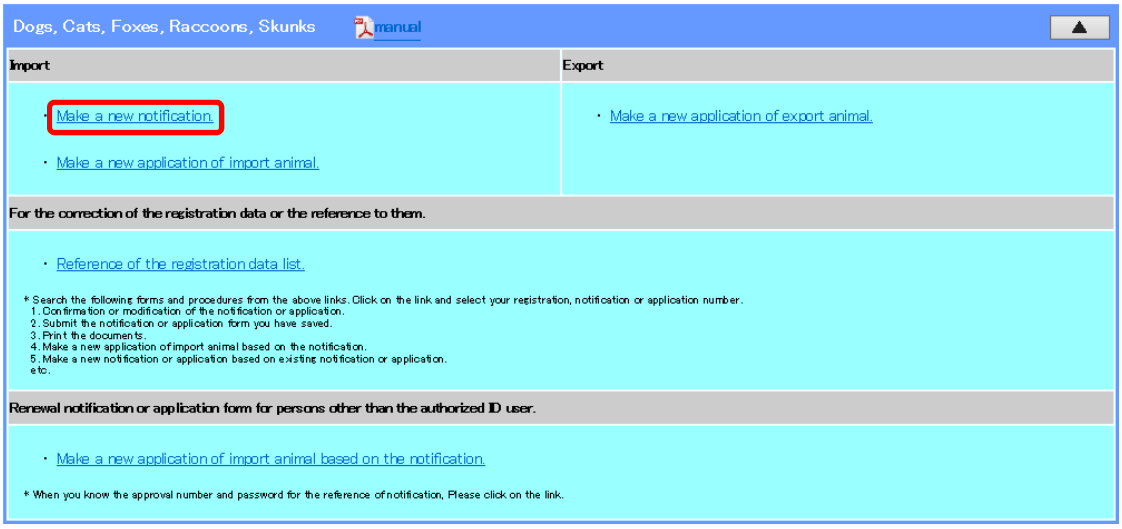
1 Open the menu for dogs, etc.

Click the [▼] button on the line in which “dogs, cats, foxes, raccoons, skunks” are listed in the “Applicant Menu/MENU Screen.”



2 Open the notification information input screen

Click “Make a new notification” in the “Applicant Menu/MENU Screen.”



3 Input of basic information (basic information input screen)

Input the basic information (notifier information, shipping information, etc.) concerning import of dogs, cats, etc.. After inputting the required items, press the (Go to input of animal information/NEXT) button.

- Although information cannot be saved on this screen, it can be temporarily saved on the following “Animal Information Input Screen.”
- Items marked with an asterisk must be input both in case of saving or notification. (Depending on the input contents, there are some items that are mandatory. Read the questions carefully).
- Items marked with an asterisk must be input when sending notification.
- If the ? is clicked, a description of the input items (help screen) is displayed on a separate screen.
- For pull-down items or items selected with search, if you cannot locate the items for input by pull-down or search, use “Other.” If you have selected “Other,” be sure to input the usage name, etc. in the “Input Colum for Other Selection.”

Moreover, if input was not made, the following error message is displayed: [○○○ <item name>] has not been input. If [△△△ (item name)] is a [basket code], be sure to input it.

動物検疫関連業務　犬等輸入事前届出(Notification)

基本情報入力 Basic Information | 動物情報入力 Animal Information | 届出内容確認 Confirmation | 届出提出完了 Submit

登録／届出番号(Registration/Notification No.)：　　中止／Cancel

「事前届出 基本情報入力画面」では、事前届出を行う方や、日本に連れてくる動物の種類等、基本的な情報を入力します。
入力した情報を一時保存したい場合は、保存・届出時入力必須項目を入力し、次の「動物情報入力画面」で下部の「保存」ボタンを押下してください。なお、届出を行った後は、保存ボタンは表示されなくなります。

In the "Basic Information screen", enter basic information such as the person making the prior notification, species of animal you will bring into Japan, etc.
When you wish to temporarily save the information you entered, enter in the entire "Save", "Notification" required fields and press the "save" button at the bottom of the next "Animal Information screen". Note once you have made this notification, the save button will no longer be displayed.

* 保存・届出時入力必須項目 / "Save", "Notification" required fields

(*) 届出時入力必須項目 / "Notification" required fields

クリックすると、別画面で入力項目の説明が表示されます。
If you click here, an explanation on the input item will be shown on a separate screen.

届出者情報
Name and address of applicant

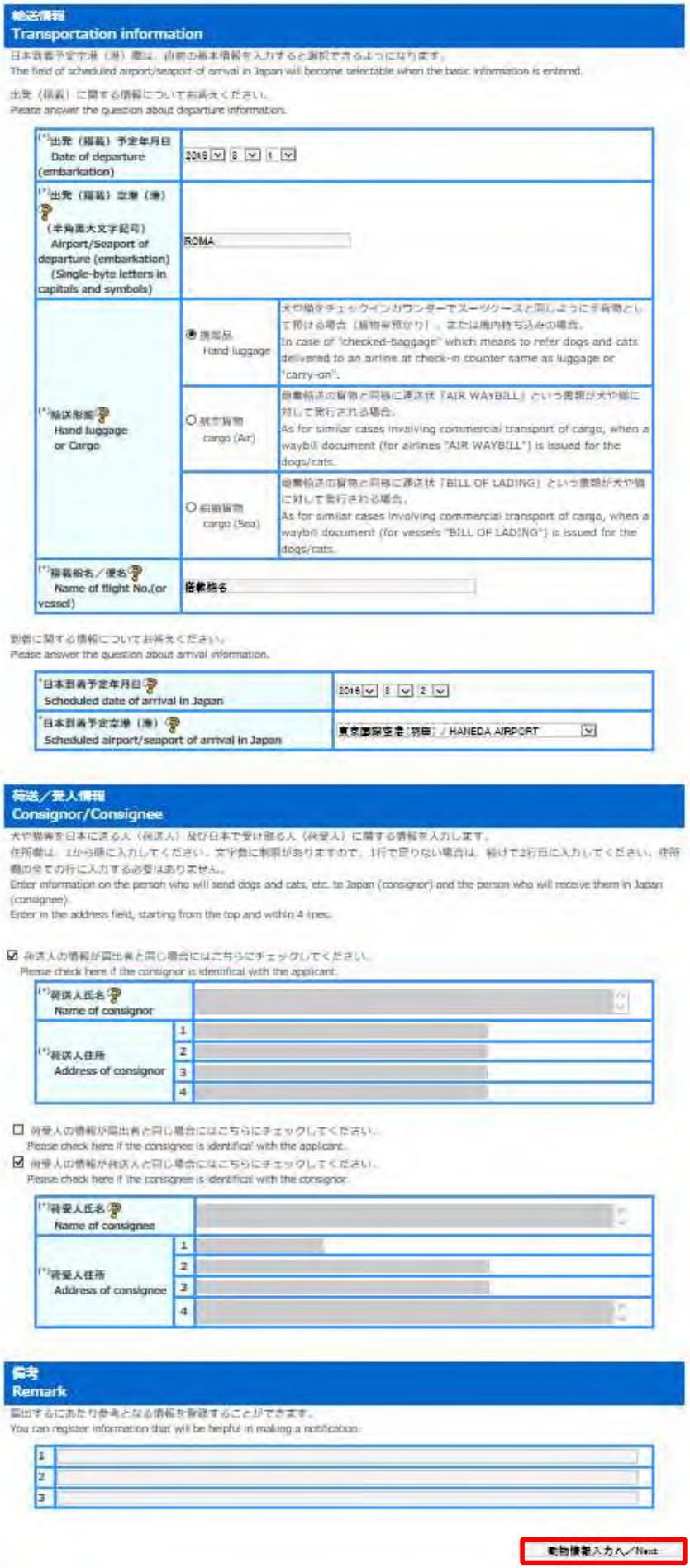
利用者登録の際に登録された氏名、住所等の情報が自動表示されています。変更が必要な場合は修正してください。
Information including the name, address, etc. registered in the user registration is automatically shown. Correct where any changes are necessary.

*届出者氏名 Name	代表者氏名		
*届出者住所 Address	××県 ××市 ××町 1−2−3		
電話番号 Telephone	00000000000	FAX	
E-MAIL			

基本情報
Basic information

連れてくる動物の種類や出発する国（仕出国）の情報等を入力します。
Enter information, etc. on the species of animal you will bring and the country of departure (country of export).

*動物の種類 Species of animal(s)	犬 / DOG
	◉ ペット Pet(s)　○ ペット以外 Not Pet(s)
*用途 Use	※「ペット以外」の方は、連れてくる動物の用途を選択してください。 If you answer "Not Pet(s)", please select the usage of the animal(s). 愛玩用 / FOR PET （その他選択時入力欄） (If you answer "OTHER", please enter.)
*仕出国（地域） Country of export	地域 Region ヨーロッパ / EUROPE 国名 Country イタリア / ITALY （その他選択時入力欄） (If you answer "OTHER", please enter.)



輸送情報
Transportation information

日本到着予定空港（港）欄は、由前の基本情報を入力すると選択できるようになります。
The field of scheduled airport/seaport of arrival in Japan will become selectable when the basic information is entered.

出発（積載）に関する情報についてお答えください。
Please answer the question about departure information.

(*)出発（積載）予定年月日 Date of departure (embarkation)	2018 8 1	
(*)出発（積載）空港（港）（半角英大文字記号） Airport/Seaport of departure (embarkation) (Single-byte letters in capitals and symbols)	ROMA	
(*)輸送形態 Hand luggage or Cargo	◉ 携帯品 Hand luggage	犬や猫をチェックインカウンターでスーツケースと同じように手荷物として預ける場合（貨物室預かり）、または機内持ち込みの場合。 In case of "checked-baggage" which means to refer dogs and cats delivered to an airline at check-in counter same as luggage or "carry-on".
	○ 航空貨物 cargo (Air)	商業輸送の貨物と同様に運送状「AIR WAYBILL」という書類が犬や猫に対して発行される場合。 As for similar cases involving commercial transport of cargo, when a waybill document (for airlines "AIR WAYBILL") is issued for the dogs/cats.
	○ 船舶貨物 cargo (Sea)	商業輸送の貨物と同様に運送状「BILL OF LADING」という書類が犬や猫に対して発行される場合。 As for similar cases involving commercial transport of cargo, when a waybill document (for vessels "BILL OF LADING") is issued for the dogs/cats.
(*)積載船名／便名 Name of flight No.(or vessel)	搭載機名	

到着に関する情報についてお答えください。
Please answer the question about arrival information.

*日本到着予定年月日 Scheduled date of arrival in Japan	2018 8 2
*日本到着予定空港（港） Scheduled airport/seaport of arrival in Japan	東京国際空港（羽田） / HANEDA AIRPORT

荷送／受人情報
Consignor/Consignee

犬や猫等を日本に送る人（荷送人）及び日本で受け取る人（荷受人）に関する情報を入力します。
住所欄は、1から順に入力してください。文字数に制限がありますので、1行で足りない場合は、続けて2行目に入力してください。住所欄の全ての行に入力する必要はありません。
Enter information on the person who will send dogs and cats, etc. to Japan (consignor) and the person who will receive them in Japan (consignee).
Enter in the address field, starting from the top and within 4 lines.

☑ 荷送人の情報が届出者と同じ場合にはこちらにチェックしてください。
Please check here if the consignor is identifical with the applicant.

(*)荷送人氏名 Name of consignor		
(*)荷送人住所 Address of consignor	1	
	2	
	3	
	4	

☐ 荷受人の情報が届出者と同じ場合にはこちらにチェックしてください。
Please check here if the consignee is identifical with the applicant.

☑ 荷受人の情報が荷送人と同じ場合にはこちらにチェックしてください。
Please check here if the consignee is identifical with the consignor.

(*)荷受人氏名 Name of consignee		
(*)荷受人住所 Address of consignee	1	
	2	
	3	
	4	

備考
Remark

届出するにあたり参考となる情報を登録することができます。
You can register information that will be helpful in making a notification.

1	
2	
3	

動物種類入力へ/Next

- Regarding items for which the digit column consists of half-size alphanumeric symbols, it is only possible to input “half-size upper-case letters” for symbols. Input of lower-case letters is not possible.
- Regarding items for which the digit column consists of character strings, it is possible to input Japanese (full-size) or English (half-size).

Item Name		Digit Number	Remarks
Name and address of applicant	Name (required)	Character string 70 digits	Displays information such as name and address registered at time of user registration. Correct when changes are required.
	Address (required)	Character string 120 digits	
	Telephone	Half-size alphanumeric symbols 20 digits	
	FAX	Half-size alphanumeric symbols 20 digits	
	E-MAIL	Half-size alphanumeric symbols 70 digits	
Basic information	Species of animal (required)	List box	Select type of animal (dog, cat, fox, raccoon, skunk) from pull-down.
	Use (required)	Radio button	Select either “pet(s)” or “Not pet(s).”
	Use [* For persons who inserted “Not pet(s),” select the use of the animal that has been brought].	List box	If “Not pet(s)” has been selected for use, be sure to select the corresponding use from the pull-down.
	Use [* For persons who inserted “Not pet(s),” select the use of the animal that has been brought]. (Input column when “OTHER” was selected).	Character string 20 digits	If you cannot locate the corresponding use in the pull-down, select [OTHER] and directly input the use in this input column.

Item Name		Digit Number	Remarks
	Country of export (region) 【region】 (required)	List box	The “country of export” is the country from which the animal was taken. To select the country name, select the region (Asia, Europe, etc.) to which the country belongs. For Hawaii or Guam, select the Oceania region.
	Country of export (region) 【name of country】 (required)	List box	Only the country names belonging to regions (France and Italy for Europe, etc.) are displayed in the pull-down. Select the applicable country name.
	Country of export (region) 【name of country】 【 (input column when selecting other)】	Character string 30 digits	If you cannot find the applicable country name in the pull-down, select the region and select [OTHER] for the country name. Input the country name directly in this input column.
Transportation information	Date of departure 【year】【month】【day】 (required when making notification)	List box	The date of registration or prior date can be selected.
	Planned airport / seaport of departure (embarkation) (required when making notification)	Half-size alphanumeric symbols 20 digits	Input the applicable airport (seaport) name.
	Hand luggage or Cargo (required when making notification)	Radio button	Select the shipping configuration. If the dog or cat is received as hand luggage at the check-in counter in the same way as a suitcase, select “Hand luggage.” In case of bringing the pet inside the passenger area or having it received as checked baggage, also select “Hand luggage.”
	Name of Flight or vessel number (required when making notification)	Character string 35 digits	Input the vessel name of flight number of the ship or plane on which the pet is transported. In case of transfers on international flights, input all the flights used, separating them by a slash.
	Scheduled date of arrival in Japan (required) 【year】【month】【day】	List box	Select the registration date or a prior date. Input in Japanese time.
	Scheduled airport / seaport of arrival in Japan (port) (required)	List box	Select the applicable airport (seaport) from the pull-down.

Item Name		Digit Number	Remarks
Consignor/consignee (required at notification time)	Please a check here if the consigner is identical with the applicant.	Check box	The consignor is the person sending the dog, cat, etc. to Japan. If the address and name of the consigner is the same as the notifier, insert a check here. It is then possible to skip input.
	Name of consigner	Character string 70 digits	Input the name of the consigner. Japanese or English can be used for input.
	Address of consigner【1】	Character string 35 digits	Input the addresses of the consigners. Input can be in Japanese or English. Input the addresses in order in the address column, starting with 1. If one line is insufficient, input by continuing on a second line.
	Address of consigner【2】	Character string 35 digits	
	Address of consigner【3】	Character string 35 digits	
	Address of consigner【4】	Character string 35 digits	
	Please check here if the consignee is identical with the applicant.	Check box	The consignee is the person receiving the dog or cat in Japan. If the address and name of the consignee is the same as the notifier, insert a check here. It is then possible to skip input.
	Name of consignee	Character string 70 digits	Input the name of the consignee. Japanese or English can be used for input.
	Address of consignee【1】	Character string 15 digits	Input the addresses of the consignees. Input can be in Japanese or English. Input the addresses in order in the address column, starting with 1. If one line is insufficient, input by continuing on a second line.
	Address of consignee【2】	Character string 35 digits	
	Address of consignee【3】	Character string 35 digits	
	Address of consignee【4】	Character string 70 digits	

Item Name		Digit Number	Remarks
Remarks	Basic information remarks 1	Character string 100 digits	If there is helpful information regarding notification, input that information here. It is displayed in the additional remarks column on the notification form.
	Basic information remarks 2	Character string 100 digits	
	Basic information remarks 3	Character string 100 digits	

4 Inputting animal information (animal information input screen)

Input detailed information (name, date of birth, etc.) concerning the animal, such as dog, cat, etc. Input the required items and press the [Go to notification contents confirmation/Next] button.

- When inputting information on multiple animals at the same time, click the Next (Animal) button to open a new animal information input screen and then input the new animal information. It is possible to input information for up to 10 animals.
- It is possible to save information input on this screen. When saving information, refer to Section 2.1 (Saving information prior to notification) and input the names of the animals in the name column before pressing the Save button. It is possible to continue inputting information even after saving.
- When discontinuing input after saving, press the Cancel button to close the input screen for notification. If the Cancel button is pressed prior to saving, the input information is not saved and it is possible to cancel notification.

動物検疫関連業務　犬等輸入事前届出(Notification)

基本情報入力 Basic Information ｜ 動物情報入力 Animal Information ｜ 届出内容確認 Confirmation ｜ 届出提出完了 Submit

登録／届出番号(Registration/Notification No.)：　　中止／Cancel

「事前届出 動物情報入力画面」では、日本に連れてくる動物に関する詳細な情報を入力します。
「動物の名称」は、入力必須となっていますので、入力した情報を保存するには、必ず入力してください。

In the "Animal Information screen", enter detailed information of the animal you will bring into Japan.
"Name of animal" is compulsory, thus when saving the information you have entered, please be sure to enter it.

* 保存・届出時入力必須項目 / "Save", "Notification" required fields

(*) 届出時入力必須項目 / "Notification" required fields

クリックすると、別画面で入力項目の説明が表示されます。
If you click here, an explanation on the input item will be shown on a separate screen.

動物情報（1頭目）
The 1st head

1頭目の犬や猫等に関する名前や生年月日等の情報を入力します。
Enter information on the names, dates of birth, etc. of dogs and cats, etc. of 1st head.

*動物の名称 Name of animal	ポチ	(*)性別 Sex	雄 / M
(*)品種 Breed	OA004　検索／Search 秋田 / AKITA		
(*)年齢又は生年月日 Age / Date of birth	生年月日 2010 4 1 Date of birth ※生年月日が分からない場合は、以下のチェックボックスにチェックを入れて、到着時のおおよその年齢を入力してください。 If the date of birth is unknown, please check the check box and enter the approximate age on arrival. ☐ 年齢 年 ヶ月 齢 Age year(s) month(s)		
体長／体高／体重 Length/Height/Weight	体長 90 cm ／ 体高 40 cm ／ 体重 1 kg Length Height Weight		
毛色 Color	茶色		
過去1年以内の訪問国及び訪問期間 Countries visited in the past 12 months and the date of visits	アメリカに2ヶ月		
連れてくる動物は、指定地域において、１８０日以上又は生まれて以来飼われていましたか？ 若しくは、日本を出国し、指定地域で１８０日未満しか滞在せずに、再度日本に入国されますか？ Has the animal you will bring been kept in the specified area for at least 180 days or since birth? Or will it re-enter Japan, staying for less than 180 days in the specified area after leaving Japan?			

保存／Save

個体識別情報（マイクロチップ等）
Individual identification

個体の識別方法、マイクロチップに関する情報を入力してください。
Please enter the information on microchips.

(*)個体識別方法 Means of identification	◉マイクロチップ Microchip　○マイクロチップ以外 Other　○何もしていない Nothing

個体識別方法を「マイクロチップ」とお答えになった方のみ、以下の質問事項にお答えください。
The following questions only apply if you selected "microchip" for the means of identification.

個体識別番号／マーク Identification No./Mark	123456789012345	装着部位 Location of identification	頸部皮下 / NECK
マイクロチップの種類（メーカー） Type of microchip	AVID	装着年月日 Date of identification	2010 6 1
マイクロチップの規格 Standard of microchip	◉ISO規格 ISO standard　○ISO規格外 Other　○わからない Unknown		

狂犬病予防接種（狂犬病ワクチンの接種）
Rabies vaccination

狂犬病ワクチンの接種を行った年月日、接種した予防液に関する情報を入力してください。
Enter information on the date of rabies vaccination and the kind of vaccine taken.

項番 No.	予防接種年月日 Date of vaccination	有効期限 Date of expiry	予防液の種類 Kind of vaccine	予防液の製品名及び製造会社 Name of product and manufacturer
1	2015 7 1	1年 / 1 YEAR	不活化 / INACTIVATED	●●●●社 / ●●●●
2	2015 4 1	1年 / 1 YEAR	不活化 / INACTIVATED	●●●●社 / ●●●●
3				
4				
5				

狂犬病抗体検査情報
Rabies serological test

犬や猫等の狂犬病抗体検査に関する情報を入力します。
Enter information on the rabies serological test of dogs and cats, etc.

抗体検査1：最新の抗体検査に関する情報を入力してください。（採血年月日、検査結果等）
Serological test 1: Enter information on the latest serological test (date of blood sampling, test result, etc.)

抗体検査採血年月日 Date of blood sampling	2015 8 1	抗体価 Antibody titer	0.5IU/ml以上 / 0.5IU/ml or over
抗体検査機関名称 Name of designated laboratory	IT01 検索／Search 消去／Clear ISTITUTO ZOOPROFILATTICO SPERIMENTALE DELLA ABRUZZO ET DEL MOLISEG GAPORALE		
抗体検査機関住所 Address of designated laboratory	VIA CAMPO BOARIO, I-64100 TERAMO ITALY		
抗体検査1のための採血は日本で行いましたか？ Has blood sampling for serological test 1 been performed in Japan?		いいえ / No	

抗体検査2：抗体検査1より前に行った抗体検査のうち、一番新しい検査の情報を入力してください。（採血年月日、検査結果等）
Serological test 2: Enter information on the latest test information among the serological tests performed prior to serological test 1 (date of blood sampling, test result, etc.)

抗体検査採血年月日 Date of blood sampling		抗体価 Antibody titer	
抗体検査機関名称 Name of designated laboratory	検索／Search 消去／Clear		
抗体検査機関住所 Address of designated laboratory			
抗体検査2のための採血は日本で行いましたか？ Has blood sampling for serological test 2 been performed in Japan?			

その他予防接種情報
Other vaccination(other than rabies vaccination)

狂犬病予防接種以外の予防接種を受けた場合には、接種年月日（順不同）、予防液に関する情報を入力してください。
If any vaccination other than for rabies was taken, enter information on the date of vaccination (random order) and kind of vaccine.

項番 No.	予防接種年月日 Date of vaccination	有効期限 Date of expiry	予防液の種類 Kind of vaccine	予防液の製品名及び製造会社 Name of product and manufacturer
1	2015 9 1	1年 / 1 YEAR	検索／Search 5COMBINATION.VAC.DA2	●●●●社 / ●●●●
2			検索／Search	
3			検索／Search	
4			検索／Search	
5			検索／Search	

仕向先情報
Destination

犬や猫等の日本での滞在地（仕向先）に関する情報を入力します。
Enter information on the place of stay (destination) in Japan for dogs and cats, etc.

☑ 仕向先の情報が届出者と同じ場合にはこちらにチェックしてください。
Please check here if the consignee is identifical with the applicant.
☐ 仕向先の情報が荷受人と同じ場合にはこちらにチェックしてください。
Please check here if the consignee is identifical with the consignee.

(*)仕向先名 Name of destination	
(*)仕向先住所 Address of destination	

備考
Remark

1頭目の犬や猫等に関する補足の情報を登録することができます。
You can register supplementary information on dogs and cats, etc. of 1st head.

1	
2	
3	

☐ 入力されたこの情報を次の動物情報へコピーする場合はチェックしてください。
To use the entered information for another animal as well, please check here.

次の動物へ／Next (Animal)
保存／Save　基本情報入力へ／Back　届出内容確認へ／Next

[redacted]

[redacted]

- Regarding items for which the digit column consists of half-size alphanumeric symbols, it is only possible to input “half-size upper-case letters” for symbols. Input of lower-case letters is not possible.
- Regarding items for which the digit column consists of character strings, it is possible to input Japanese (full-size) or English (half-size).

Item Name		Digit Number	Remarks
Animal information	Name of animal	Character string 40 digits	Can be input in Japanese or English.
	Sex	List box	Select either male (M) or female (F).
	Breed [code]	Half-size alphanumeric symbols 5 digits	Click the Search button and select the applicable breed name from the search screen. When searching, input part of the breed name to search. (Example: If you insert only “terrier,” all breed names including terrier (Yorkshire terrier, etc.) are displayed). If the code is known, it is possible to directly input the code.
	Breed [name]	Character string 63 digits	Click the Search button to select the applicable breed name from the search screen. If the code has been directly input, leave the column blank.
	Age / Date of birth【date of birth】【year】【month】【day】	List box	Be sure to input either the date of birth or age.
	Age / Date of birth【age】【year】【months】	List box	When inputting the age, input the age at time of arrival in Japan.
	Length ／ Height ／ Weight【body length】	Integer 3 digits	—
	Length ／ Height ／ Weight【body height】	Integer 3 digits	—
	Length ／ Height ／ Weight【weight】	Integer 3 digits	
	Color	Character string 30 digits	—
	Countries visited in the past 12 month and the date of visit.	Character string 105 digits	Only input if importing from designated region.

Item Name		Digit Number	Remarks
	Has the animal you will bring been kept in the specified area for at least 180 days or since birth? Or will it re-enter, staying for less than in the designated region 180 days after leaving Japan?	List box	Only input if importing from designated region. Select either “yes”, “no” or “unknown.”
Individual (microchip, etc.)	Means of identification	Radio button	Select “microchip”, “other than microchip” or “nothing” If “microchip” has been selected, it is necessary to input all items concerning individual identification information.
	Identification No. / Mark	Half-size alphanumeric symbols 20 digits	Input only alphanumeric symbols without hyphens or asterisks.
	Location of identification	List box	Select from the pull-down the location where a microchip has been implanted.
	Type of microchip (maker)	List box	Select the appropriate maker name from the pull-down. If there is no appropriate name, select OTHER.
	Date of identification【year】【month】【day】	List box	Select from the pull-down the date on which a microchip was implanted.
	Standard of microchip	Radio button	Select either “ISO standard”, “Other” or “Unknown.”
Rabies shot (rabies vaccination)	Date of vaccination【year】【month】【day】【1】-【5】	List box	Select the vaccination date for the rabies vaccination from the pull-down. Input in order, starting with the most recent (newest) vaccination date.
	Date of expiry【1】-【5】	List box	Confirm with the veterinarian the expiration date of the vaccine.
	Kind of vaccine【1】-【5】	List box	Select “inactivated”, “other”, “recombinant” or “unknown.”
	Name of product and manufacturer【1】-【5】	Character string 40 digits	Input the product name /manufacturing company.
Rabies serological test serological test 1 serological test 2	Date of blood sampling【year】【month】【day】	List box	From the pull-down select the date on which blood sampling was carried out for the serological test.
	Antibody titer	List box	—

Item Name		Digit Number	Remarks
	Name of designated laboratory	—	Press the Search button to select the name of the applicable designated laboratory from the search screen. Please be aware during search that all inspection institute names are written in English. If the code is known, it is possible to directly input the code. In that case, do not press the Search button.
	Has blood sampling for serological test 1 been performed in Japan?	List box	Select “yes”, “no” or “Unknown.”
Other vaccination	Date of Vaccination 【year】【month】【day】【1】-【5】	List box	From the pull-down select the vaccination date for vaccinations other than rabies. Input in order, starting with the most recent (newest) vaccination date.
	Date of expiry【1】-【5】	List box	Confirm with the veterinarian the expiration date of the vaccine.
	Kind of vaccine【1】-【5】	List box	Press the Search button to select the applicable vaccine type from the search screen.
	Name of product and manufacturer【1】-【5】	Character string 40 digits	Input the product name/manufacturing company.
Destination	Please check here if the consignee is identical with the applicant.	Check box	If the address and name of the destination is the same as the applicant, insert a check here. It is then possible to skip input.
	Please check here if the consignee is identical with the consignee.	Check box	If the address and name of the destination is the same as the consignee, insert a check here. It is then possible to skip input.
	Name of destination	Character string 70 digits	Can be input in Japanese or English.
	Address of destination	Character string 120 digits	Can be input in Japanese or English.

Item Name		Digit Number	Remarks
Remarks	Animal information remarks 1	Character string 100 digits	—
	Animal information remarks 2	Character string 100 digits	—
	Animal information remarks 3	Character string 100 digits	—
To use the entered information for another animal as well, please check here.	To use the entered information for another animal as well, please check here.	Check box	If importing multiple dogs and cats, etc., it is possible to connect part of the information to the input screen for the next dog, cat, etc. However, this is only possible if it is the same type of animal. For example, if importing a dog and cat at the same time, it is necessary to report them separately.

Item Name	Format	Remarks
中止／Cancel	Button	Registration of prior notification is cancelled.
検索／Search	Button	Possible to search and input the code.
消去／Clear	Button	The code column is kept cleared.
入力控印刷／memo print	Button	Displayed when the registration/notification number has been issued.
前の動物へ／Back (Animal)	Button	If this is clicked, the prior animal information input screen is displayed. Not displayed if there is no prior animal.
次の動物へ／Next (Animal)	Button	If this is clicked, the next animal information input screen is displayed.
保存／Save	Button	Saves present input contents.
For input of basic information／Back	Button	Displays prior screen.
To confirmation of notification contents ／Next	Button	Displays the Notification Screen for advance notification for import of Dogs, etc. (confirmation of notification contents).
Erase present animal information delete	Button	Erases present animal information.

- Click the Next (Animal) button to open a new animal information input screen and continue inputting new animal information. It is possible to carry out input for up to 10 animals.
- Insert a check in response to the following: “To use the entered information for another animal as well, please check here.” If the Next (Animal) button is clicked, the input contents here are reflected in the next animal information. However, the following items are not copied: Name, Age, date of birth, Length/ Height/Weight, color, Countries visited in the past 12 months and the date of visits.
- Click the Back (Animal) button to return to the animal information input screen for the prior animal and display the animal information that has already been input. If there is no animal information that has already been input, it is not possible to click.
- Click the “To Input of Basic Information/Back” button to return to operation 3.

5 Confirm the notification contents and send notification

Confirm that there are no errors in the notification contents and click the Notification button at the bottom of the Notification Contents Confirmation Screen to complete notification.

- If corrections are required in input information, click the Modification button for each item.
- If it has been determined that the applicable dog, cat, etc. is not to be imported, it is possible to erase the information with the Deletion button in the confirmation column for animal information.

・Input the password (for summoning at time of application) when another party (party with different user ID) carries out application for the import test separate from the notification. Input is not necessary if the same person carries out application as the person who carries out notification.

動物検疫関連業務　犬等輸入事前届出(Notification)

基本情報入力 Basic Information → 動物情報入力 Animal Information → 届出内容確認 Confirmation → 届出提出完了 Submit

登録／届出番号(Registration/Notification No.)：　中止／Cancel

「事前届出 届出内容確認画面」では、届出する内容の確認を行います。問題がない場合には、「届出」ボタンを押下して届出を行ってください。修正する場合には、該当箇所の「確認・修正」ボタンを押下することで入力画面に戻ることができます。
入力した情報を保持する場合は、「動物情報の確認」横の「確認・修正」ボタンを押下し、「動物情報入力画面」に戻り、下段の「保存」ボタンを押下してください。
ただし、届出を行った後は、保存ボタンは表示されなくなります。

In the "Confirmation screen", check the details to be submitted. If there is no problem, click given the "Modification" button to submit. To modify, you can return to the entry screen by clicking the "Modification" button at the applicable part.
When you wish to save the information you entered, press the "save" button at the bottom of the previous "Animal Information" screen.
Note once you have made this notification, the save button will no longer be displayed.

基本情報の確認 Basic Information

確認・修正 Modification

届出者氏名 Name	代表者氏名		
届出者住所 Address	××県　××市　××町　1－2－3		
動物の種類 Species of export	犬 DOG		
用途 Use	愛玩用 FOR PET		
仕出国（地域） Country of export	イタリア ITALY		
出発（搭載）予定年月日 Date of departure (embarkation)	2016/08/01	出発（搭載）空港（港） Airport/Seaport of departure (embarkation)	ROMA
搭載形態 Cargo or hand luggage	携帯品 Hand luggage	搭載便名／船名 Name of flight No.(or vessel)	搭載機名
日本到着予定年月日 Scheduled date of arrival in Japan	2016/08/02	日本到着予定空港（港） Scheduled airport / seaport of arrival in Japan	東京国際空港（羽田） HANEDA AIRPORT
荷送人氏名 Name of consignor	Same as Applicant		
荷送人住所 Address of consignor	Same as Applicant		
荷受人氏名 Name of consignee	Same as Consignor		
荷受人住所 Address of consignee	Same as Consignor		

届出に基づく犬等の輸入検疫申請を、別の方（利用者IDの異なる方）が、システムで行う場合はパスワードを入力し、それを輸入検疫申請を行う方にお知らせください。届出と同じ方が申請を行う場合には、入力の必要はありません。
If a different person (with a different user ID) files an application for import inspection or dogs, etc., based on notification with the system enter the password and notify it to the person who will file an application for import inspection. If the same person as in the notification files an application, there is no need for this entry.

パスワード（申請時呼出用）（半角英数８文字） Password(Eight characters)		パスワード（再入力） Please re-type the password.	

動物情報の確認 Configration of your animal(s) Information

「確認・修正」ボタンを押下することで、該当の犬や猫等の入力画面に戻ることができます。また、該当の犬や猫等を輸入しないこととした場合には、「削除」ボタンを押下することで削除することができます。
By clicking the "Modification" button, you can return to the entry screen of the applicable dogs or cats, etc. Also, if you decide not to import the applicable dogs or cats, etc., you can delete them by clicking the "Deletion" button.

動物情報の項番 No.	動物の名前 Name of animal	品種 Breed	修正・削除 Modification/Deletion
1頭目 1st head	ポチ	秋田 AKITA	確認・修正 Modification

添付ファイル情報（最大2個） The information on the attached files

添付ファイルの送信を行う際にウイルスが検知される又はシステムで認められていない拡張子の場合は、入力情報は脱落されます。
添付ファイルの送信を行う際に、添付ファイルに対してウイルスチェックを行って下さい。
When adding extra attached files, if a virus is detected, an error screen will be displayed and the input information will be destroyed.
Ensure you conduct a virus check for the files to be attached before adding extra attached files.

添付するファイル：Attachment	参照...	追加/Add
説明：Description		

届出内容変更理由 Reason for modification

届出を行った情報の追加、修正時（変更届出時）には必ず入力してください。
Make sure you enter details here when adding to or modifying (with modification of change) the information submitted.

届出／Notification

B. Output the notification form and, following notification, carrying out application for import inspection

1 Completing notification and output of notification form

The notification completion screen is displayed. Make a memo of the notification number or output the notification form. When outputting the notification form, click the Notification Print button.

・When only carrying out notification
When only carrying out notification, click the Close button to close the screen.

・When proceeding to application for import inspection
When importing dogs or cats, application for import inspection form is required in addition to the notification. Refer to the following page if also applying for import inspection.

Press the Notification Print button to print the following documents.

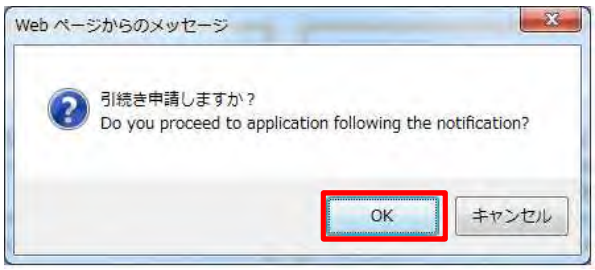
- When notifying about a dog: “Notification for import of dogs under the Rabies Prevention law and the Domestic Animal Infectious Diseases Control law.”
- When notifying about a cat: “Notification of import of animals under the Rabies Prevention law.”

  In case of altered notification, in addition to the above notifications, the altered notification is printed.
- “Modification on notification of import of animals.”

2 Carrying out application following notification

When importing dogs or cats, import inspection application procedures are required in addition to notification. Press the To Application button to carry out application for import inspection at the same time as notification. If you only wish to make notification, press the Close button to close the screen.

- Press the “To Application” button to display the following dialogue. Press the OK button to carry out application. Application of Import (IQC) screen (completion of application) is displayed.



C. Completing application following notification

The application completion screen is displayed.

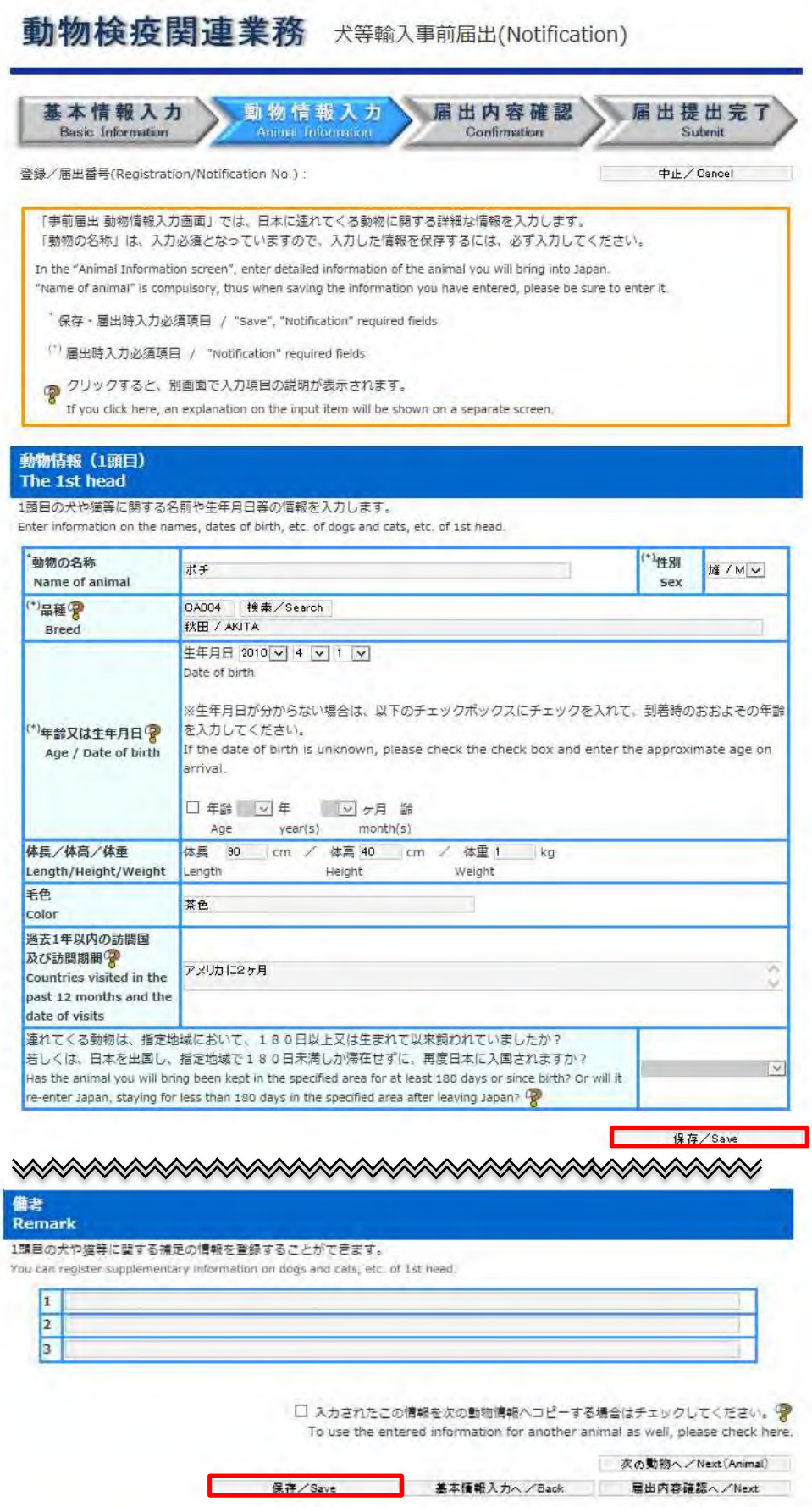
- Be aware that reception of application is not complete until there is a reception of notification by e-mail from the Animal Quarantine Service responsible for the planned airport (port) of arrival.

- If receipt of the application is complete, the documents for application for import inspection can be printed. If application was carried out immediately after notification, the notification number and application number are the same.
- Furthermore, if changes occurred in the contents of the notification and application, it is necessary to carry out registration of changes in the notification together with the application contents.

D. Saving prior to carrying out notification

1 Save the notification information

Press the Save button on the animal information input screen to save the information. Because this is a temporary registration (condition in which notification has not been carried out), it is possible to make subsequent corrections in the notification items.


動物検疫関連業務 犬等輸入事前届出(Notification)
基本情報入力 Basic Information
動物情報入力 Animal Information
届出内容確認 Confirmation
届出提出完了 Submit
登録／届出番号(Registration/Notification No.) :
中止／Cancel
「事前届出 動物情報入力画面」では、日本に連れてくる動物に関する詳細な情報を入力します。
「動物の名称」は、入力必須となっていますので、入力した情報を保存するには、必ず入力してください。
In the "Animal Information screen", enter detailed information of the animal you will bring into Japan.
"Name of animal" is compulsory, thus when saving the information you have entered, please be sure to enter it.
* 保存・届出時入力必須項目 / "Save", "Notification" required fields
(*) 届出時入力必須項目 / "Notification" required fields
クリックすると、別画面で入力項目の説明が表示されます。
If you click here, an explanation on the input item will be shown on a separate screen.
動物情報（1頭目）
The 1st head
1頭目の犬や猫等に関する名前や生年月日等の情報を入力します。
Enter information on the names, dates of birth, etc. of dogs and cats, etc. of 1st head.
*動物の名称 Name of animal
ポチ
(*)性別 Sex
雄 / M
(*)品種 Breed
CA004 検索／Search
秋田 / AKITA
(*)年齢又は生年月日 Age / Date of birth
生年月日 2010 4 1
Date of birth
※生年月日が分からない場合は、以下のチェックボックスにチェックを入れて、到着時のおおよその年齢を入力してください。
If the date of birth is unknown, please check the check box and enter the approximate age on arrival.
年齢 Age 年 year(s) ヶ月 month(s)
体長／体高／体重 Length/Height/Weight
体長 90 cm ／ 体高 40 cm ／ 体重 1 kg
Length Height Weight
毛色 Color
茶色
過去1年以内の訪問国及び訪問期間 Countries visited in the past 12 months and the date of visits
アメリカに2ヶ月
連れてくる動物は、指定地域において、１８０日以上又は生まれて以来飼われていましたか？
若しくは、日本を出国し、指定地域で１８０日未満しか滞在せずに、再度日本に入国されますか？
Has the animal you will bring been kept in the specified area for at least 180 days or since birth? Or will it re-enter Japan, staying for less than 180 days in the specified area after leaving Japan?
保存／Save
備考
Remark
1頭目の犬や猫等に関する補足の情報を登録することができます。
You can register supplementary information on dogs and cats, etc. of 1st head.
1
2
3
入力されたこの情報を次の動物情報へコピーする場合はチェックしてください。
To use the entered information for another animal as well, please check here.
次の動物へ／Next(Animal)
保存／Save
基本情報入力へ／Back
届出内容確認へ／Next

2 Complete saving of the notification information

- Click the Memo Print button to output the input memo. (The Memo Print button is displayed after saving).
- Even after clicking the Save button it is possible to continue input of notification information. If input has been carried out consecutively, to stop input either click the Save button again or, if notification is not finished, the input contents will not be saved.
- To cancel notification, press the Cancel button to close the screen.

3 Return to menu screen

To terminate input of notification information, click the Cancel button.

- For the method of correcting and notifying (actual registration) on notification items that have been saved and input has been terminated, refer to Section 4.2-A: Adding or correcting notification/application information for imported dogs, etc.

3. *Application for export inspection of dogs, etc.*

3.1 Carrying out application for export inspection of dogs, etc.

A. Carrying out application for export inspection

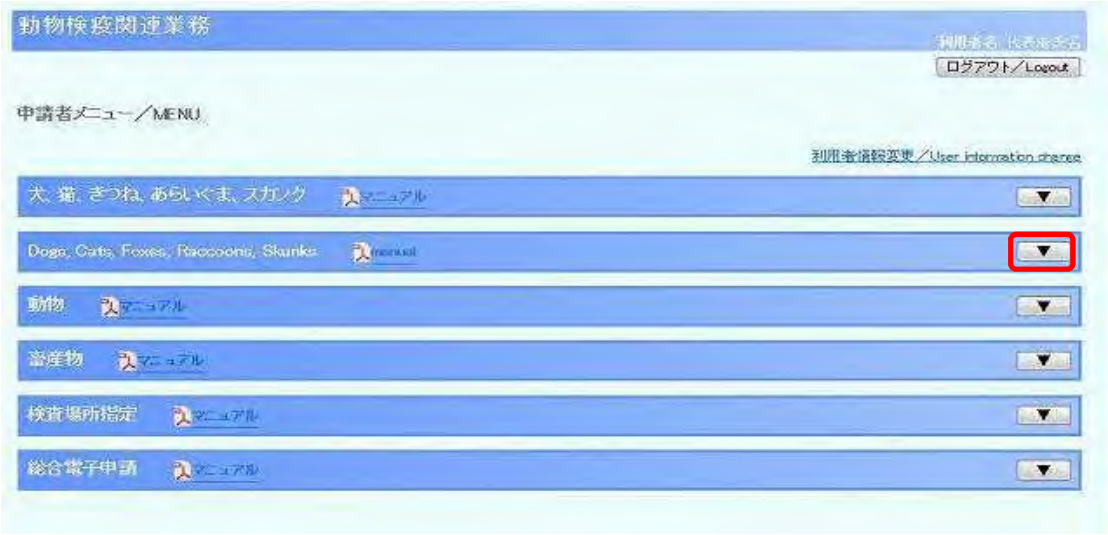
Input contents concerning application for export inspection to carry out application.

[redacted]

・If other activities are carried out during input of information, such as opening another input screen from the menu screen, the display on the screen is written over and the information being input could be erased. When carrying out another operation, be sure to first save the input information and close the screen before proceeding.

1 Open the menu for dogs, etc.

Click the [▼] button in the list “dogs, cats, foxes, raccoons, skunks” in the Applicant Menu/MENU screen. Refer to Section 1.2 (Login) regarding the method of displaying the Applicant Menu/MENU screen.



2 Open the screen for input of application information

Click the link " Make a new application of export animal" on the Applicant Menu/MENU screen.

3 Inputting basic information

Input basic information (applicant information, shipping information, etc.) regarding export of dogs, cats, etc. When input of required items is finished, press the “Go to next screen/NEXT” button

- The input information will be reflected in the export quarantine certificate submitted to the overseas quarantine service. Input all information in half-size upper case characters and half-size numerals.

- If you click “See the explanation and a note on entry item in a separate screen,” the description of input items on a separate screen (help screen) is displayed.
- Click the Search button to search for the corresponding code.
- The codes include what are known as “basket codes.” Please use basket codes when the items for input are not coded. When using basket codes be sure to input the name. (The same holds when OTHER is selected from the pull-down or during search).
- Input the following items in the Additional Items column: Information that was not completed input in the input columns, desired date of inspection, whether there is receipt of a health examination or not, etc.

Item Name		Digit Number	Remarks
Basic information	Date of application	Half-size numerals 8 digits	—
	Name of applicant【code】	Half-size alphanumerical symbols 10 digits	The name, address and telephone number input at time of user registration are displayed.
	Name of applicant【name】	Half-size alphanumerical symbols 70 digits	
	Address of applicant	Half-size alphanumerical symbols 120 digits	
	Telephone	Half-size numerals 20 digits	
	Species of animal	List box	Select type of animal (dog, cat, fox, raccoon, skunk) from pull-down.
	Use	List box	Select the applicable use from the pull-down. If the applicable use is not found in the pull-down, select OTHER and input the use in the input column for other choices.
	Use【input column for other choice】	Character string 20 digits	
	Country of Destination (region)【code】	Half-size alphabetical characters 2 digits	Input the country to which the dog, cat, etc. will be taken from Japan. Press the Search button and select the applicable country name from the search screen. If the applicable country name cannot be found, select OTHER and input the country name.
	Country of Destination (region)【name】	Character string 63 digits	

Item Name		Digit Number	Remarks
	Airport / Seaport of Embarkation【code】	Half-size alphanumerical symbols 3 digits	Press the Search button and select the applicable airport (seaport) from the search screen.
	Airport / Seaport of Embarkation【name】	Character string 43 digits	
	The AQS' s office 【code】	Half-size alphabetical characters 2 digits	Press the Search button and select from the search screen the Animal Quarantine Service where you would like to carry out the export inspection (nearest Animal Quarantine Station from your home, etc.).
	Cargo and hand luggage	Radio button	Select the shipping configuration. If the dog or cat is received as hand luggage at the check-in counter in the same way as a suitcase, select "hand luggage." In case of bringing the pet inside the passenger area or having it received as checked baggage, also select "hand luggage."
	AWB No	Half-size alphanumerical symbols 35 digits	Input is not necessary when transported as hand luggage. If the shipping configuration is "cargo (air)" or "cargo(sea)" and an Air Way Bill is issued, input that number. (Not necessary to input if not known).
	Name of flight No. (or vessel).	Only half-size alphanumerical symbols 35 digits	—
	Date of embarkation【year】	List box	Select the date for loading of the dog, cat, etc. on the aircraft (ship) from the pull-down (date of departure from Japan).
	Date of embarkation【month】	List box	
	Date of embarkation【day】	List box	
	Please check here if the consignor is identical with the applicant. 【consigner】	Check box	The consignor is the person sending the dog, cat, etc. from Japan abroad (person accompanying the animal). If the address and name of the consignor is the same as the applicant, insert a check here. It is then possible to skip input of the address and name.
	Name of consignor【code】	Half-size alphanumerical symbols 12 digits	Input not necessary when inputting the name and address of the consignor.
	Name of consignor【name】	Only half-size alphanumerical symbols 70 digits	Input the name of the consignor.

Item Name		Digit Number	Remarks
	Address of consignor【1】	Only half-size alphanumerical symbols 15 digits	Input the addresses of the consignors. Input the addresses in order in the address column, starting with 1. If one line is insufficient, input by continuing on a second line.
	Address of consignor【2】	Only half-size alphanumerical symbols 35 digits	
	Address of consignor【3】	Only half-size alphanumerical symbols 35 digits	
	Address of consignor【4】	Only half-size alphanumerical symbols 70 digits	
	Please check here if the consignee is identical with the applicant.【consignee】	Check box	The consignee is the person receiving the dog, cat, etc. abroad. If the address and name of the consignee is the same as the applicant, insert a check here. It is then possible to skip input.
	Please check here if the consignee is identical with the consignor.【consignee】	Check box	If the address and name of the consignee is the same as the consigner, insert a check here. It is then possible to skip input.
	Name of consignee	Only half-size alphanumerical symbols 70 digits	Input the name of the consigner.
	Name of consignee【1】	Only half-size alphanumerical symbols 35 digits	Input the addresses of the consignees. Input the addresses in order in the address column, starting with 1. If one line is insufficient, input by continuing on a second line.
	Name of consignee【2】	Only half-size alphanumerical symbols 35 digits	
	Name of consignee【3】	Only half-size alphanumerical symbols 35 digits	
	Name of consignee【4】	Only half-size alphanumerical symbols 35 digits	
The information on the attached file	Attachment	Character string 35 digits	—
	Description	Character string 40 digits	—

Item Name		Digit Number	Remarks
	Delete check【delete 1】	Check box	—
	Delete check【delete 2】	Check box	—
Remarks	1	Character string 100 digits	Japanese or English can be used for input.
	2	Character string 100 digits	
	3	Character string 100 digits	

Item Name	Configuration	Additional Remarks
中止／Cancel	Button	Stops application and displays menu screen.
検索／Search	Button	Possible to search and input codes.
次の画面へ／Next	Button	Displays the Application of Export (EQA) screen (input of export conditions).

4 Input of necessary treatments required by export country

Check confirmation items concerning whether it involves reentry after exiting Japan, export conditions (acceptance conditions in the country where it will be residing), contents of entries in certificate.

When input is finished, click the Next button.

・Click the Back button to return to operation 3.

Item Name		Number of Digits	Additional Remarks
Necessary treatments required by export country	Is your animal re-entering Japan?	Radio button	—
	Please select the treatments that the country of destination requires. 【 Individual identification by microchip】 【Rabies vaccination】 【Rabies antibody valence】 【Other vaccinations】	Check box	Is your animal reentering Japan ? If "No" was chosen and a check was not inserted, the following information input columns corresponding to the following animal information input screens will not be displayed. ・ Individual identification information (microchip, etc.) ・ Rabies vaccination (vaccination with rabies vaccine) ・ Information on rabies serological test ・ Information on other vaccinations (vaccinations other than rabies)

Item Name	Configuration	Additional Remarks
Help	Link	Displays description of input items and cautions.
中止／Cancel	Button	Stops application and displays menu screen.
前の画面へ／Back	Button	Displays Application of export (EQA) screen (input of basic information).
次の画面へ／Next	Button	「Displays Application of export (EQA) screen (input of animal information).

5 Input of animal information

Input detailed information (name, date of birth, etc.) concerning animals for export. Input the required items and press Application.

- The activities, etc. that were not checked in "necessary treatments required by export country" on the former screen are not displayed on the next screen. If required activities, etc. are lacking, click Back to return to the screen for "necessary treatments required by export country."
- Click the Cancel button to return to the Menu screen.
- It is possible to register animal information for up to 10 animals.
- It is possible to carry out Save on this screen. When saving, refer to Section 3.1-B: Saving application for export inspection.

- In the rabies vaccination date column, input the dates of most recent vaccinations in order. It is possible to carry out save or application even if the input is not in order. In such a case, summon the application information again. The most recent vaccination dates will be displayed in order on the input screen.
- Click the Back button to display animal information that has already been input. It is not possible to click the button if there is no animal information that has already been input.
- Click the Next (Animal) button to continue inputting new animal information.
- Check “To use the entered information for another animal as well, please check here”. Click the Next (Animal) button to reflect the input information here in the animal information.
- Click the Back button to return to operation 4.

Item Name		Number of Digits	Additional Remarks
Animal information (animals)	Name of animal	Character string 40 digits	—
	Sex	List box	Select either M (male) or F (female).
	Breed【code】	Half-size alphanumerical characters 5 digits	Click the Search button and select the applicable breed name from the search screen. When searching, input part of the breed name to search. (Example: If you insert only "terrier," all breed names including terrier (Yorkshire terrier, etc.) are displayed). (If the code is known, it is possible to directly input the code.) Please delete this text in parentheses.
	Breed【name】	Character string 63 digits	
	Age or date of birth【age】【year】【months】	List box	Be sure to input either the age or the date of birth.
	Age or date of birth【birth date】【year】【month】【day】	List box	
	length／height／weight【body length】	Integers 3 digits	—
	length／height／weight【body height】	Integers 3 digits	Possible to input from 0,0.1 to 999.
	Body length／body height／weight【weight】	Integers 3 digits	
	color	Character string 30 digits	Input can be in Japanese or English.
	Name of keeping place (or purchase)	Character string 20 digits	
	Date of purchase【year】【month】【day】	List box	—
	Schedule of reentering to Japan date【year】【month】	List box	—
Individual identification (microchip, etc.)	Method of identification	Radio button	Be sure to select "microchip", "other" or "nothing."
	Identification No. /mark	Half-size alphanumerical characters 20 digits	Be sure to input if microchip has been selected as the individual recognition method. Input only alphanumeric symbols without hyphens or asterisks.

Item Name		Number of Digits	Additional Remarks
	Location of identification	List box	Be sure to input if microchip has been selected as the individual recognition method. Select from the pull-down the location where the microchip has been implanted.
	Type of microchip (maker)	List box	Be sure to input if microchip has been selected as the individual recognition method. Select the applicable maker name from the pull-down. If the applicable name is not there, select OTHER.
	Date of identification【year】【month】【day】	List box	Be sure to input if microchip has been selected as the individual recognition method. Select from the pull-down the date on which the microchip was implanted.
	Standard of microchip	Radio button	Be sure to input if microchip has been selected as the individual recognition method. Select either “ISO standards,” “other”, or “unknown.”
Rabies shot (rabies vaccination)	Rabies vaccination【1】-【 5 】【 Date of vaccination 】【 year 】【month】【day】	List box	Select the rabies vaccine vaccination date from the pull-down. Input in order, starting with the most recent (newest) vaccination date.
	Rabies vaccination【1】-【5】【Date of expiry】	List box	Confirm with the veterinarian the expiration date of the vaccine.
	Rabies vaccination【1】-【5】【Kind of vaccine】	List box	Press the Search button to select the type of vaccine from the search screen.
	Rabies vaccination【1】-【5】【Name of product and manufacturer】	Only half-size alphanumerical characters 40 digits	Confirm with the vaccinating veterinarian the product name, etc. of the vaccine.
Rabies serological test	Date of blood sampling【year】【month】【day】	List box	From the pull-down select the date on which blood sampling was carried out for the serological test.
	Antibody titer	List box	Select from the pull-down whether, as a result of the serological test, the antibody titer was 0.5IU/ml or greater.
	Name of designated laboratory 【code】	Half-size numerals 4 digits	Press the Search button to select the name of the

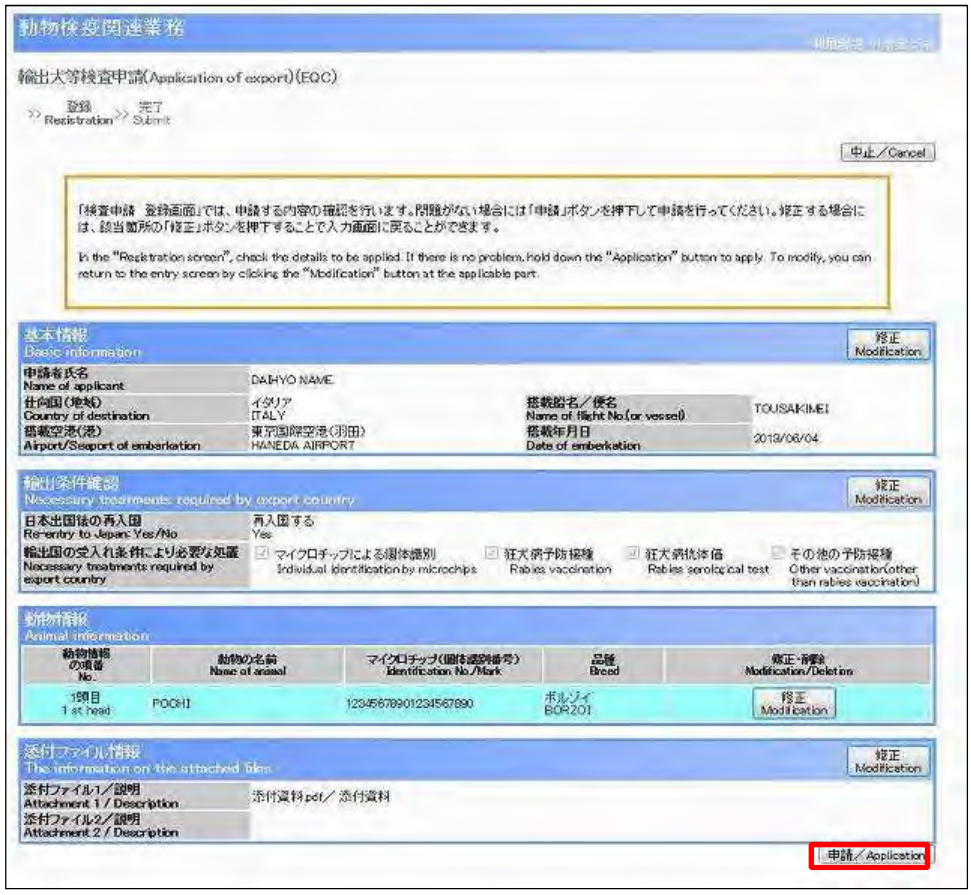
Item Name		Number of Digits	Additional Remarks
	Name of designated laboratory 【name】	100 digits	designated laboratory from the search screen. Please be aware during search that all inspection laboratory names are written in English.
	Address of designated laboratory	100 digits	
Other vaccine	Other vaccination【1】-【 5 】【 Date of vaccination 】【 year 】【month】【day】	List box	From the pull-down the date on which vaccinations other than those for rabies were received.
	Other vaccination【1】-【5】【Date of expiry】	List box	Confirm with the veterinarian the expiration date of the vaccine.
	Other vaccination【1】-【5】【Kind of vaccine】【code】	Half-size alphanumerical characters 3 digits	Press the Search button to select the type of vaccine from the search screen.
	Other vaccination【1】-【5】【type of vaccine】【name】	Other only half-size alphanumerical characters 25 digits	
	Other vaccination【1】-【5】【Name of product and manufacturer】	Only half-size alphanumerical characters 40 digits	Confirm with the vaccinating veterinarian the product name, etc. of the vaccine.
Additional remarks	1	Character string 100 digits	Input can be in Japanese or English.
	2	Character string 100 digits	
	3	Character string 100 digits	
To use the entered information for another animal as well, please check here.	Check box	—	

Common Link

Item Name	Configuration	Additional Remarks
Help	Link	Displays description of input items and cautions.
中止／Cancel	Button	Stops registration and displays Menu screen.
検索／Search	Button	Possible to search and input codes.
前の動物へ／Back（Animal）	Button	Click to display the input screen for the former animal information. Not displayed if there is no prior animal.
次の動物へ／Next（Animal）	Button	Click to display the input screen for the next animal information.
前の画面へ／Back	Button	Displays the Application of Export (EQA) screen for registration of items for application for export inspection of dogs, etc.
保存／Save	Button	Saves the input contents for animal quarantine related activities.
申請／Application	Button	Application with the input contents.

6 Confirm input contents and complete application

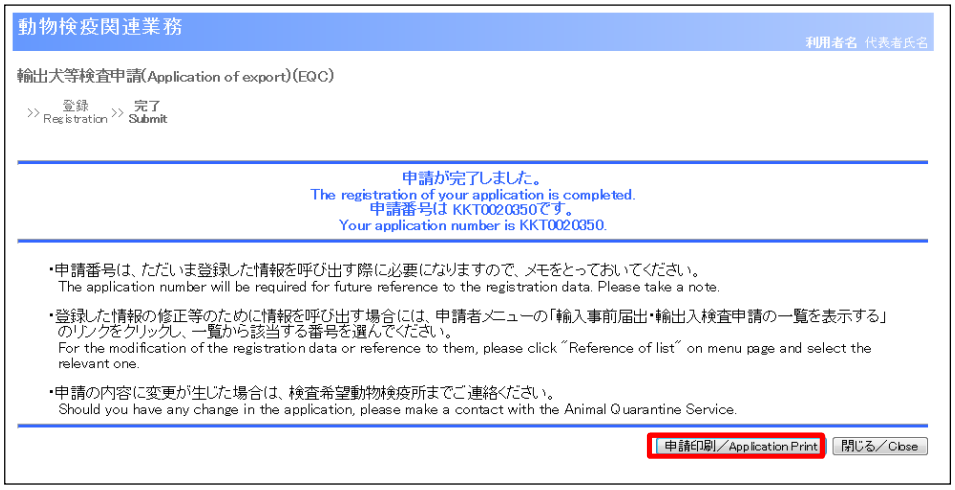
Confirm that there are no errors in the input contents and click the Application button to complete application.



- Click the Cancel button to return to the Menu screen.
- Click the Modification button to return to the input screen for basic information, necessary treatments required by export country animal information. Refer to Section 3.1-A: Carrying out application for export inspection of dogs, etc.
- Click the Deletion button to individually delete the animal information input contents.

7 Printing the application for export inspection

When outputting the application for export inspection, press the Application Print button.



Press the Application Print button to print the following documents.

- **When applying for a dog: Application for export inspection of dog under the Rabies Prevention law and Domestic Animal Infectious Diseases Control law**
- **When applying for a cat: Application for export inspection of animals under the Rabies Prevention law.**

8 Return to Menu

When printing is finished, click the Close button.

B. Saving the application for export inspection

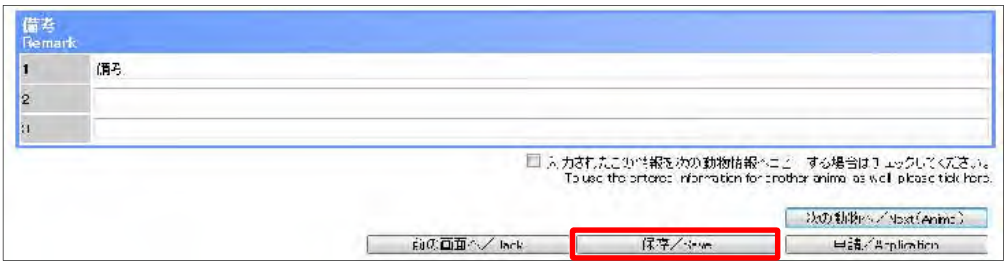
If the Save button is clicked in the animal information input screen of the application screen for inspection of exported dogs, etc., it is possible to save information.
This is a temporary registration (condition in which application has not yet been carried out) and it is possible to make subsequent corrections in the notification items.

1 Input the application items

Refer to Section 3.1-A (Carrying out application for export inspection of dogs, etc.) to input the application items.

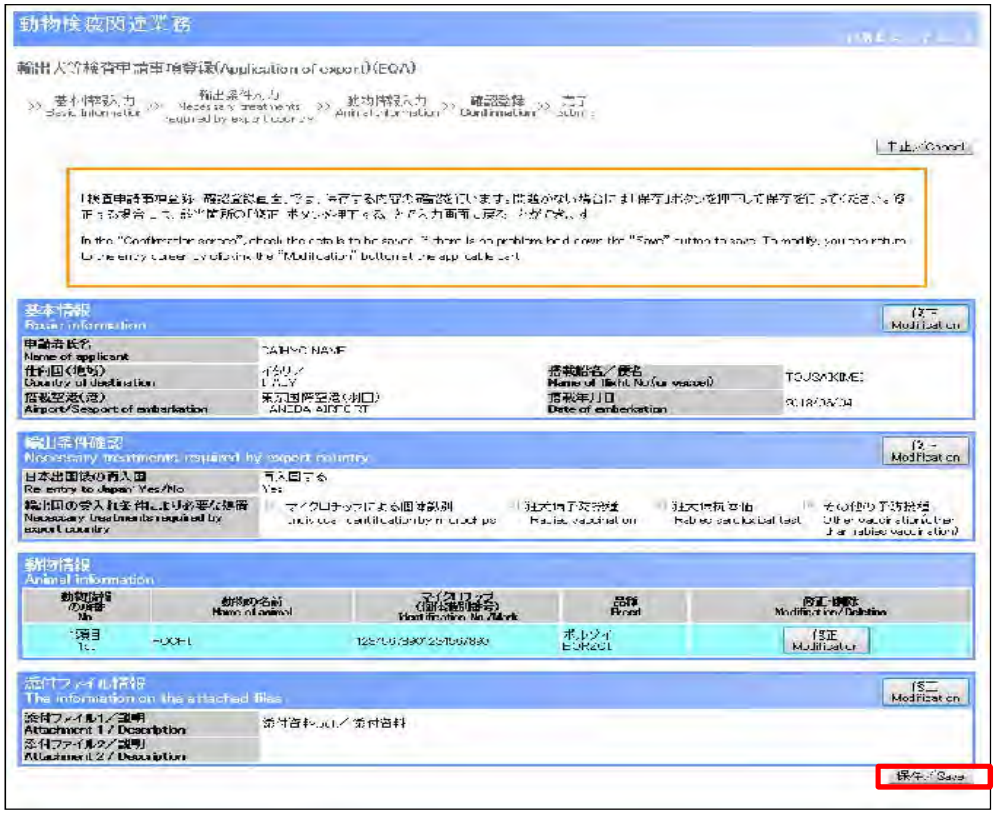
2 Save

Click the Save button at the bottom of the animal information input screen.



3 Confirm the input contents and complete save

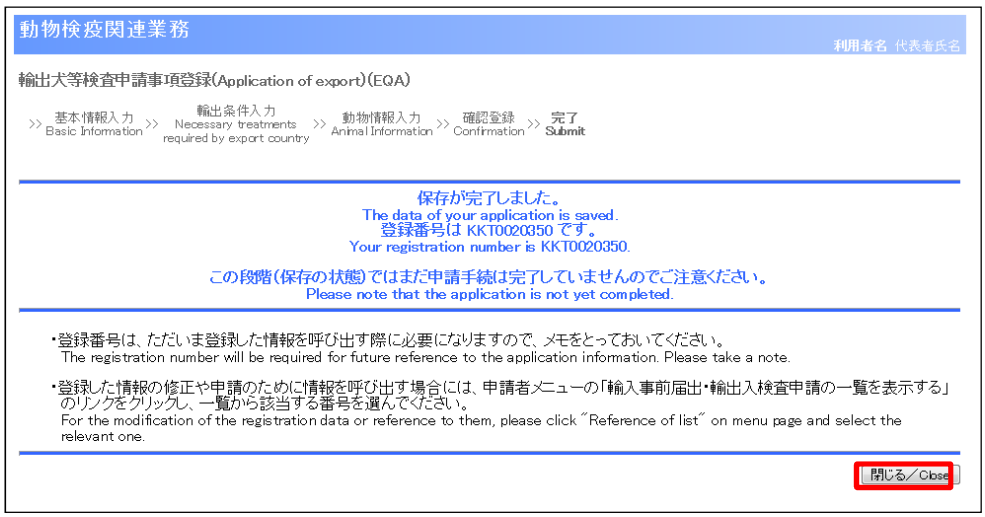
Confirm that there are no errors in the input contents and click the Save button to complete save.



・Click the Cancel button to return to the Menu screen.
・Click the Modification button to return to the screen for input of various information and make corrections.
・Click the Deletion button to individually delete animal information input contents.

4 Save is complete

Save of application items is complete.
Click the Close button.



・ Refer to Section 4.3-A (Additions or corrections to application information) for the method of correcting temporarily saved (temporary registration) application contents to then make application (actual registration).

4. Confirmation, addition, modification and reuse of Advance notification and application for import inspection of dogs, etc.,

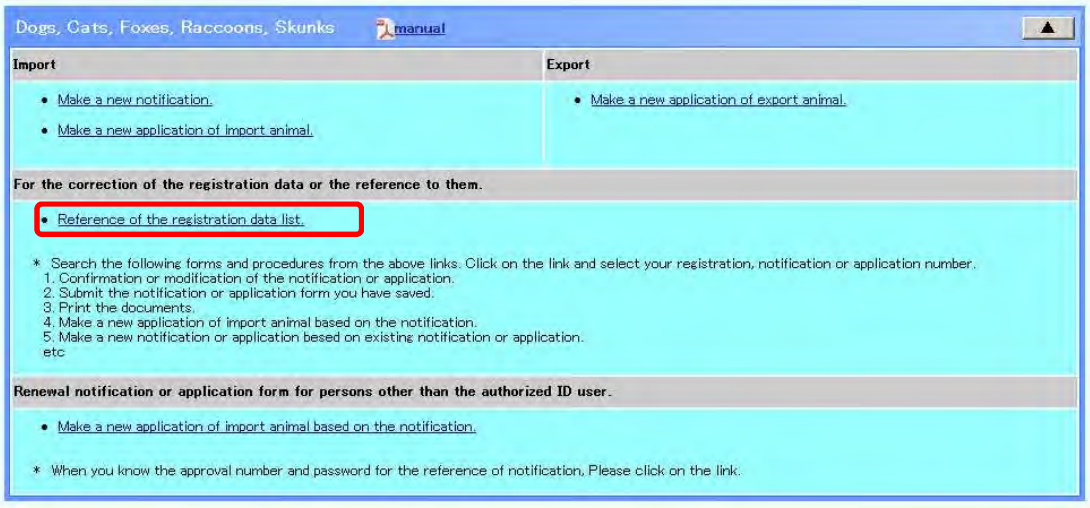
This describes the activities when referring to notification information and application information for import and export of dogs, etc.

4.1 Searching for notification information and application information

This describes the activities when searching for import notification information and export/import application information.

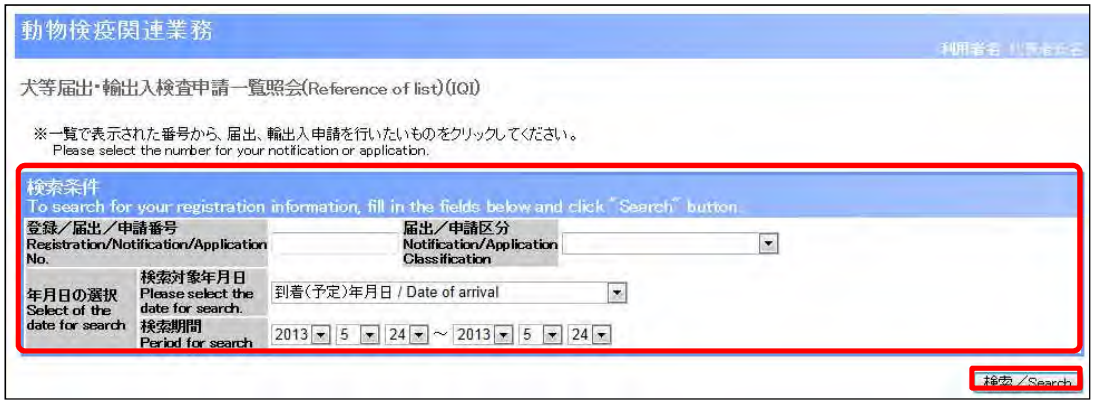
1 Open list screen

Click the［▼］button for “dogs, cats, foxes, raccoons, skunks” on the Applicant Menu/MENU screen to display the items. Then click “Reference of the registration data list.”



2 Input search conditions

Input the search conditions and click the Search button.

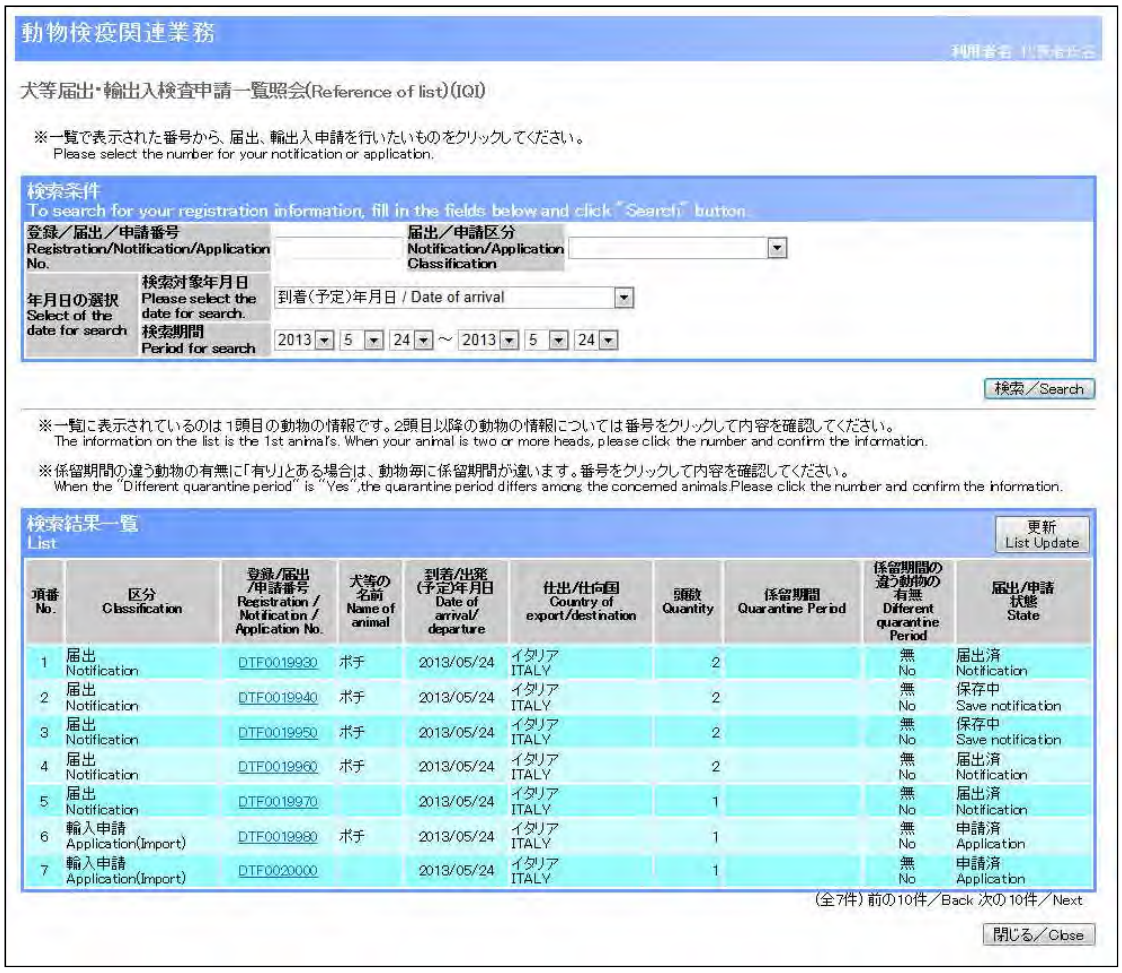


➡Reference of list (IQI) screen for notification of dogs, etc. and application for export/import inspection.

- In the initial display, 10 items of notification/application information are displayed as a list of search results. To display more search results than this, input the required search conditions and carry out search.
- If the registration number and application number are known for the referred information, input the registration/notification/application number in the “Registration/Notification/Application No.” column and click the Search button to display that application information. If the number is not known, search for the applicable notification or application information by means of such information as the notification date or arrival date, etc. The designated date range is 3 years.

3 List screen is displayed

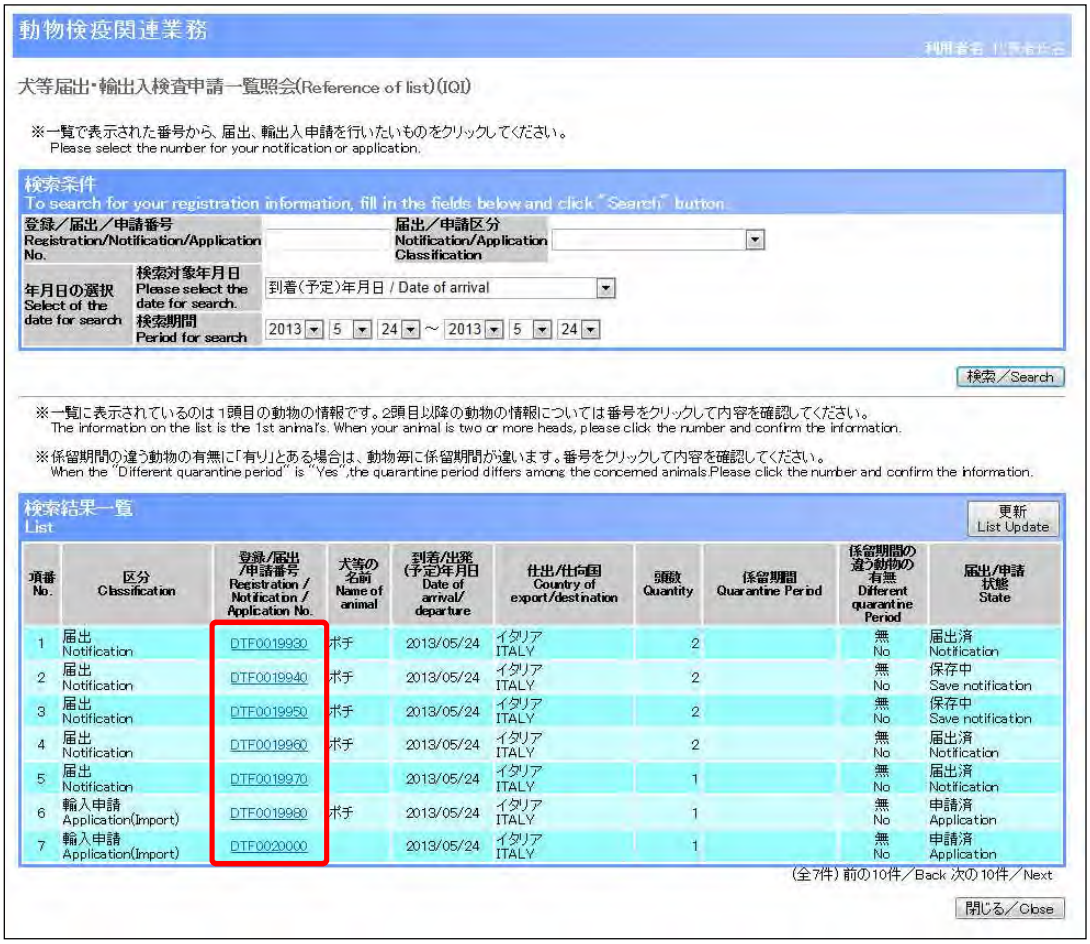
In the list of search results, the list of notification information and application information agreeing with the conditions is displayed.



- If there is a large number of search results, use the “former 10 cases/Back” link or the “next 10 cases/Next” link to switch to the list display.

4 Selection the notification and application information

Click the "Registration/Notification/Application No." link of notification information or application information for which you wish to confirm details.

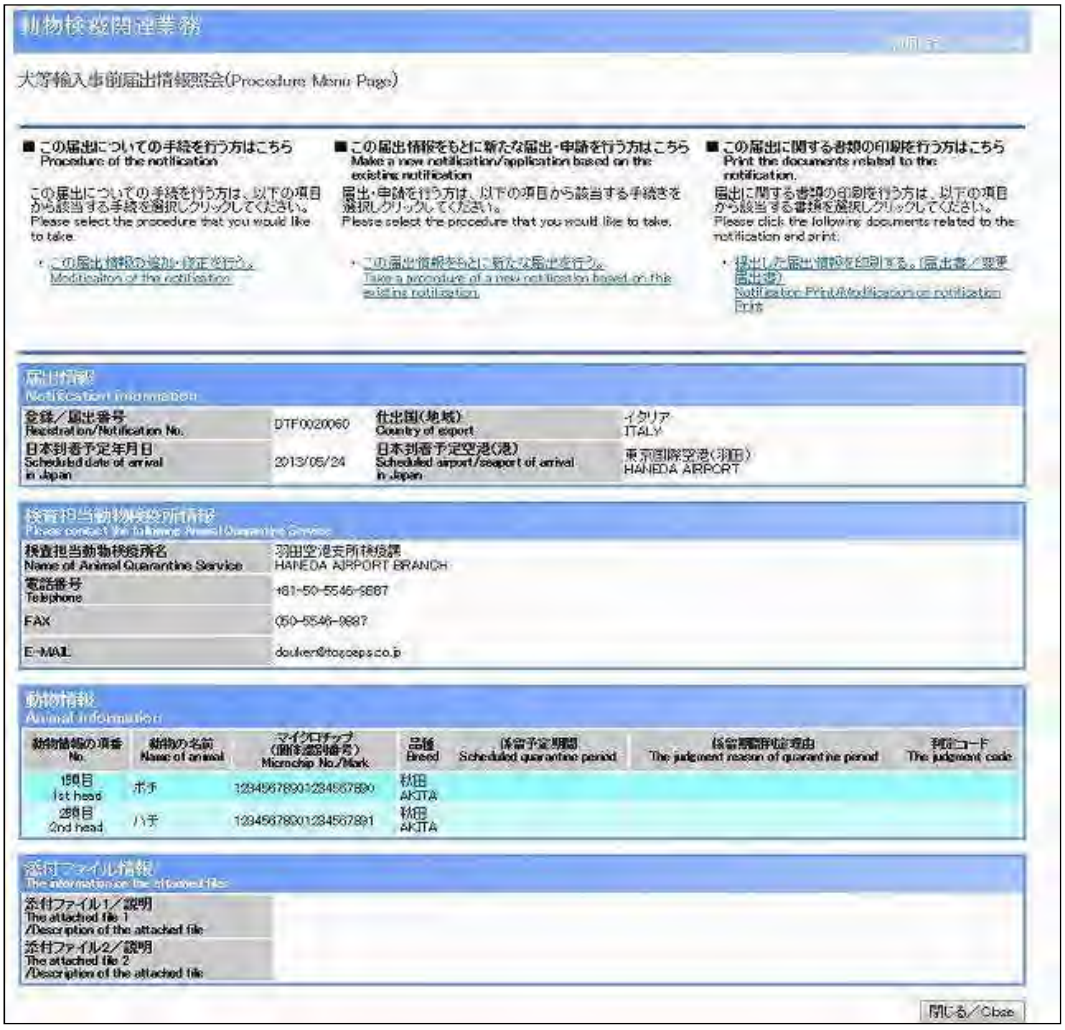


- In this screen are displayed advance notification information for import, application information for import and application information for export. A different screen is displayed according to the information selected.

5 Details of notification and application information are displayed

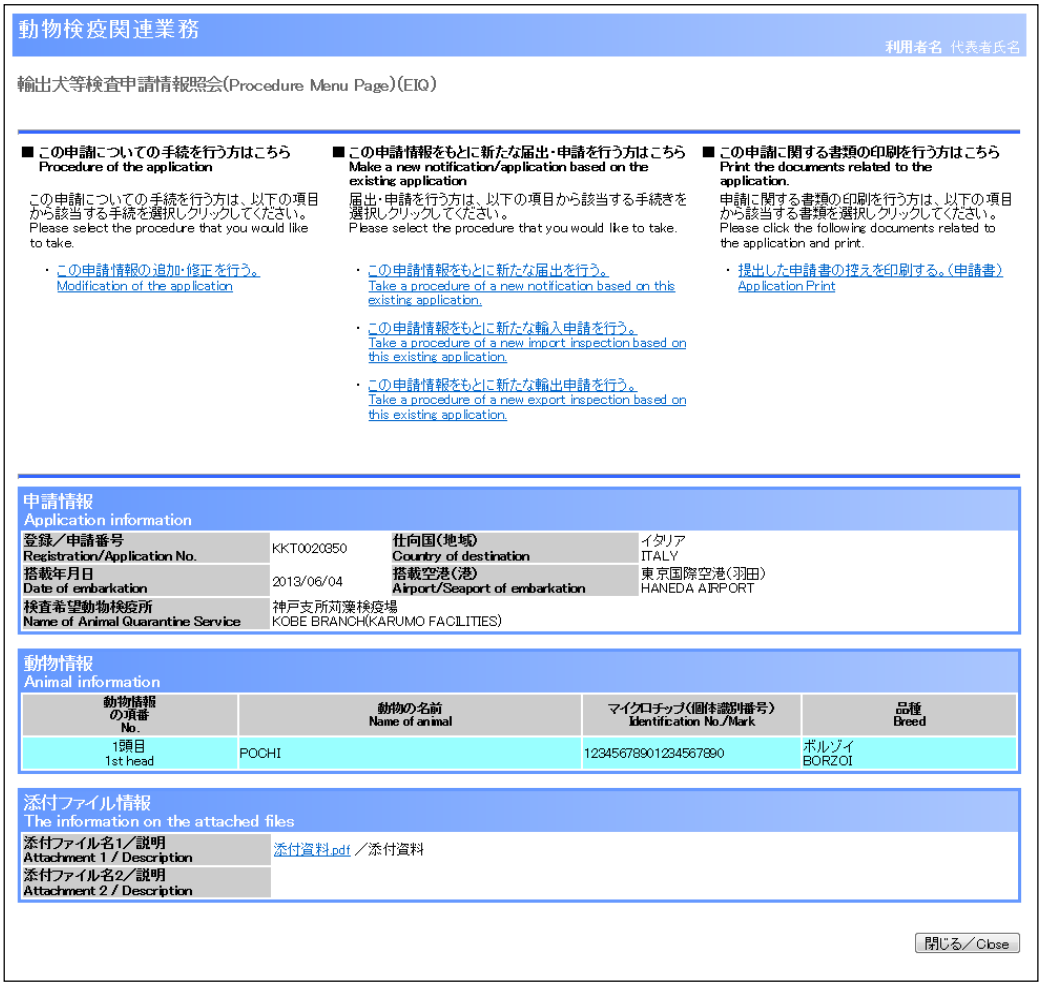
Notification information and application information is displayed for the number that was clicked.

◆ **In case of Notification Information of an imported pet, etc. (other than for testing or research purposes)**



◆ **In case of Inspection Application Information for an imported pet, etc. (except for testing and research purposes)**

◆ In case of Inspection Application Information for Export



動物検疫関連業務

利用者名 代表者氏名

輸出犬等検査申請情報照会(Procedure Menu Page)(EIQ)

■ この申請についての手続を行う方はこちら
Procedure of the application

この申請についての手続を行う方は、以下の項目から該当する手続を選択しクリックしてください。
Please select the procedure that you would like to take.

・ この申請情報の追加・修正を行う。
Modification of the application

■ この申請情報をもとに新たな届出・申請を行う方はこちら
Make a new notification/application based on the existing application

届出・申請を行う方は、以下の項目から該当する手続きを選択しクリックしてください。
Please select the procedure that you would like to take.

・ この申請情報をもとに新たな届出を行う。
Take a procedure of a new notification based on this existing application.

・ この申請情報をもとに新たな輸入申請を行う。
Take a procedure of a new import inspection based on this existing application.

・ この申請情報をもとに新たな輸出申請を行う。
Take a procedure of a new export inspection based on this existing application.

■ この申請に関する書類の印刷を行う方はこちら
Print the documents related to the application.

申請に関する書類の印刷を行う方は、以下の項目から該当する書類を選択しクリックしてください。
Please click the following documents related to the application and print.

・ 提出した申請書の控えを印刷する。(申請書)
Application Print

申請情報
Application information

登録／申請番号 Registration/Application No.	KKT0020350	仕向国(地域) Country of destination	イタリア ITALY
搭載年月日 Date of embarkation	2013/06/04	搭載空港(港) Airport/Seaport of embarkation	東京国際空港(羽田) HANEDA AIRPORT
検査希望動物検疫所 Name of Animal Quarantine Service	神戸支所苅藻検疫場 KOBE BRANCH(KARUMO FACILITIES)		

動物情報
Animal information

動物情報の項番 No.	動物の名前 Name of animal	マイクロチップ(個体識別番号) Identification No./Mark	品種 Breed
1頭目 1st head	POCHI	123456789012345678 90	ボルゾイ BORZOI

添付ファイル情報
The information on the attached files

添付ファイル名1／説明 Attachment 1 / Description	添付資料.pdf ／添付資料
添付ファイル名2／説明 Attachment 2 / Description	

閉じる／Close

4.2 Making additions or corrections to notification/application information for import dogs, etc.

The following describes activities for addition or correction of notification or application information, or cancellation.

A. Making additions or corrections to notification/application information for import dogs, etc.

It is possible to add or correct notification and application information.

1 Displaying details of notification information

Refer to Section 4.1 (Searching for notification and application information) to display details of notification information.

・In the Reference of List (IQI) for notification of dogs, etc. and application for export/import inspection, select **"Now saving"**, **"Notification completed"**, **"Notification changes approved"** and **"Issue of acceptance certificate complete"** from "Notification/Application Condition" and carry out search to display the notification information in the search results list that can be added or corrected.

2 Making additions or corrections to notification information

Click the "Modification of the notification" link.

・ This link is only displayed when notification information is displayed in the details screen for which the Notification/Application conditions are "Now saving", "Notification complete", "Notification change approval complete" and "Approval form issued".
Because this link is not displayed in case of "Notification change complete" or when the branch number of the notification number is [9], contact the Animal Quarantine Service where notification was carried out.

3 Correction notification information

Correct the notification information as required.
Refer to Section 2.1-A (Carry out advance notification for import of dogs, etc. as pets, etc. <other than for testing or research purposes>) regarding the following activities.

- If application has been carried out for import inspection following notification, be sure to carry out Section 2.1-B (Output the notification form and, carry out application for import inspection following advance notification) a second time and also carry out changes in the information in the application for import inspection.

B. Cancelling a notification

1 Displaying details of notification information

Refer to Section 4.1 (Searching for notification information and application information) to display details of notification information.

・Select “Now saving” from “Notification/Application Condition” on the Reference of List (IQI) screen for referring to list of notification of dogs, etc. and application for export/import inspection and carry out search. It is then possible to display the notification information that can be cancelled in the list of search results.

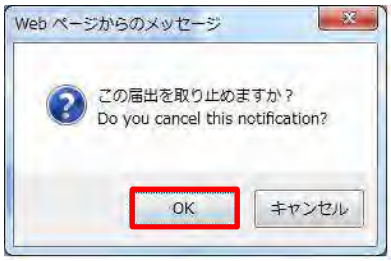
2 Select cancel of notification information

Click “Cancel of the notification (Only when you saved).”

・ This link is only displayed if the notification information when the “Notification/Application condition” known as “Now saving” is displayed on the details screen.

3 Cancelling notification

When cancelling notification, click the OK button.



4 Completing cancelling of notification

Complete cancellation of notification. Click the Close button.

4.3 Making additions or corrections in the application information for export dogs, etc.

The following describes activities when making additions or corrections in the application information.

A. Making additions or corrections in the application information.

1 Displaying details of application information

Refer to Section 4.1 (Searching for notification information and application information) to display details of application information.

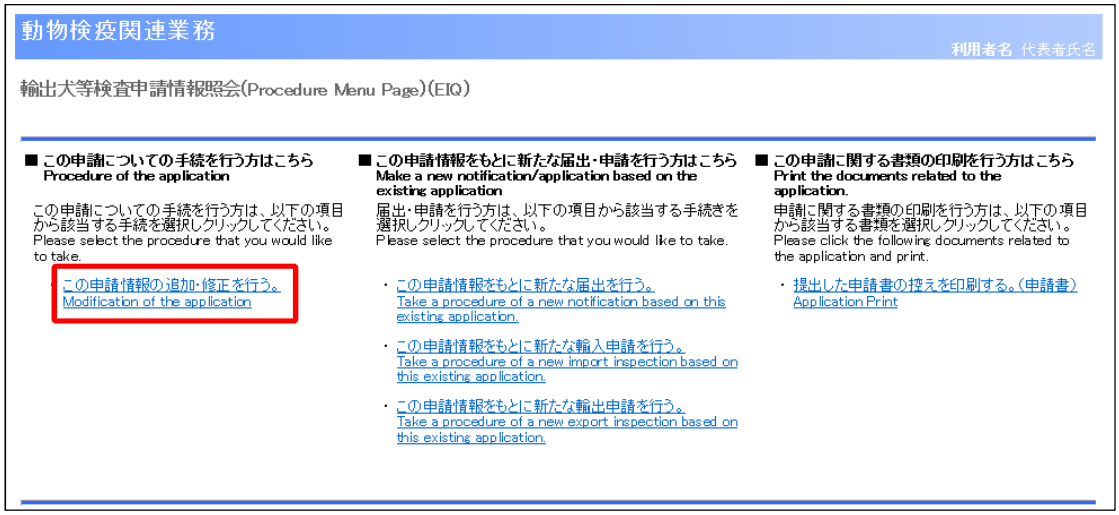
・If “Now registering items”, “Application complete” and “Application change approval complete” are selected from state” on the reference of list. and application for export/import inspection, and search is carried out, it is possible to display application information for which additions and corrections are possible in the list of search results.

2 Selecting additions or corrections in the application information

Click the link “Modification of the application.”

・ This link is only displayed if application information is displayed that you yourself have applied and for which the notification/application condition is one of the following: “Now registering items”, “Application complete” or “Application change approval complete.”

・Because this link is not displayed in case of “Application change complete” or when the branch number of the notification number is [9], contact the Animal Quarantine Service where notification was carried out.



3 Correcting application information

Correct the notification information as required.
Refer to Section 3.1-A (Carrying out application for export inspection) and Section 3.1-B (Saving applications for export inspection) regarding the following activities.

B. Cancelling application

Describes activities for cancelling application.

1 Displaying details of application information

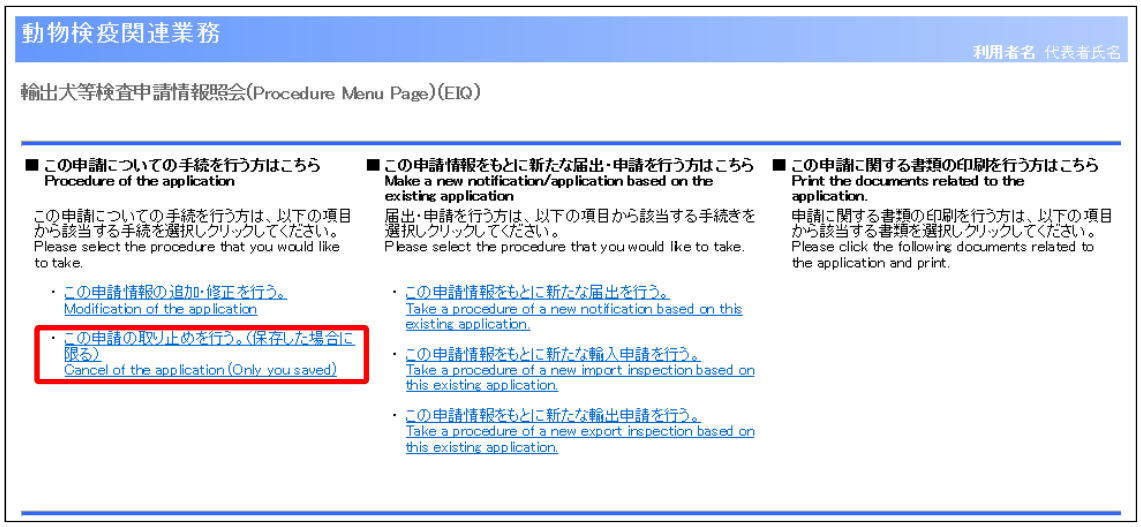
Refer to Section 4.1 (Searching for notification information and application information) to display details of application information.

2 Selecting cancellation of application information

Carry out cancellation of application (only when saved). Click the “Cancel of the application (only you saved)” link.

[redacted]

・ This link is only displayed of application information when the Notification/Application of the condition “Now registering items” is displayed in the details screen.



3 Cancelling application

When cancelling the application, click the OK button.

4 Completing cancellation of application

Complete cancellation of the application.
Click the Close button.

4.4 Carrying out a new notification/application based on notification information/application information.

A. Carrying out a new notification based on application information

1 Displaying details of application information

Refer to Section 4.1 (Searching for notification information and application information) to display details of notification information.

2 Select: Take a procedure of a new notification based on this existing notification

Because a notification screen is displayed that reflects the applicable notification information, input by following the screen.

B. Carrying out a new notification/application based on application information

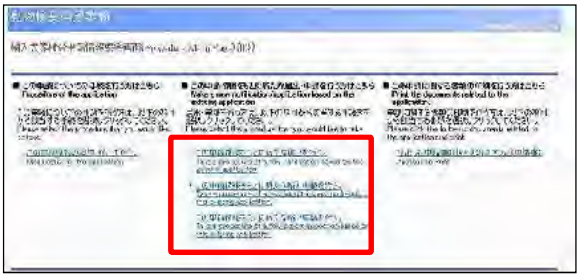
1 Displaying details of application information

Refer to Section 4.1 (Searching for notification information and application information) to display details of application information.

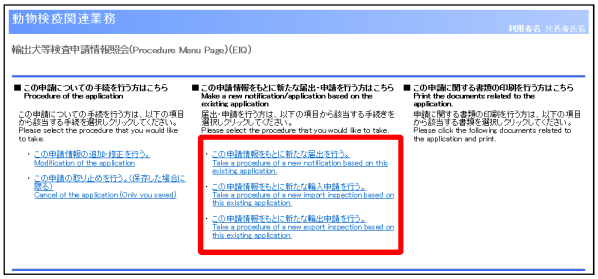
2 Select the item to carry out new notification/application as based on this application information

Because input screens are displayed that reflect the applicable application information, input by following the screen.

- If the information for import/export inspection application has been reused, it can be reused for nput by following the screen.tion) regarding the following uar



Application for import inspection



Application for export inspection