

**Unofficial Translation**

**From : Ministry of Foreign Affairs – Consular Affairs Department**  
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The Ministry of Foreign Affairs of the State of Qatar –Consular Affairs Department- presents its compliments to all Diplomatic Missions accredited to the State of Qatar.

The Ministry would like to inform the esteemed missions that the Ministry of Public Health has started an actual implementation in using an electronic system to exchange official certificates with the competent authorities in the countries that export food to Qatar. It is a system for the exchange of certificates for different food consignments "Global Partners System", the system includes a clear mechanism for the exchange of many documents related to food consignments electronically to ensure the accuracy of these certificates and avoid the possibility of manipulation, the system also saves time and effort currently being spent on certification and sending paper copies of these certificates, it has a special link on the page of the Department of Port Health and Food Control at the Ministry of Public Health on the website: [www.moph.gov.qa](http://www.moph.gov.qa) (Attached herewith the System Guide).

The esteemed Missions are kindly requested to contact the competent authorities in their countries to use this system, if desired, to facilitate the exchange of these important documents which represent one of the requirements of food safety exported to the State of Qatar.

The Ministry of Foreign Affairs avails itself of this opportunity to renew to all Diplomatic Missions accredited to the State of Qatar, the assurance of its highest respect and consideration.

- To all Diplomatic Missions accredited to the State of Qatar.



of the accuracy and credibility of these documents as a prerequisite for ensure the safety, suitability of food and certainly that the authorities which issue these certificates are just as concerned.

To ensure that these certificates achieve the objective of their issuance, the Ministry of Public Health has clearly defined the three requirements that must be provided in these certificates, which are:

- To be issued by a competent official authority or by an authorized body by the official authority or to be issued by the accredited Islamic Center for Halal and Halal slaughtering certificates.
- To be related to the shipment and not being a general certificate related to the plant of production.
- To contain clear attestation (statement) according to the nature of the product itself.

Compliance with these requirements will have a positive effect on reducing the level of risk and will facilitate the inspection procedures at the port of entry.

#### **Information about the guide and the letter from the competent authority:**

A guide issued includes an explanation of the registration process that must be done by a nominated or authorized staff by the competent authority in the country of origin / export to use the system in the process of sending / exchanging relevant certificates.

The guide adopted an illustrative methodology by identifying the fields as they are shown in the system, then presenting notes and clarifications for the registration and the method of exchange the certificates so that the process will be as clear

One of the requirements of the registration is to attach a letter from the official authority, which is responsible for issuing the certificates. Its purpose is to verify the validity of the authorization of the staff by their bodies or agencies or entities to send or exchange certificates through the system. No user name will be approved without this letter.

It is normal that there are several authorized individuals for this purpose, due to different and the multiplicity of the ports of exportation, so there is no specific number of persons authorized from each authority and this option was left to the competent authorities in the country of origin / export.

A template has been developed for this letter. This template is not mandatory in its form and is intended only to highlight the basic information that will be included in the letter in order to avoid the rejection of the registration due to incomplete information. The competent authorities may also issue the letter in both Arabic and / or English languages.

One of the most important required information is the clearness of the text for the authorization of the use of the system, and clearly adding the name(s) of the authorized staff and their signatures,

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official stamps, job positions, and contact information. In addition, it is important to include an e-mail address of the responsible person to correspond with him/her if necessary.

The most important relevant information have been carefully included in the guide, however you can contact to answer any queries through the contact information of the Ports' Health and Food Control section described below, we will be keen to respond to your inquiries as soon as possible.

Email: [port.health@moph.gov.qa](mailto:port.health@moph.gov.qa) Contact Numbers: 44070226 - 44070236