

Minimum Preferably Required Information in Test Certificates Issued by Foreign Official Laboratories

To improve efficiency in the import procedures, it is requested to refer to the following description of the minimum preferably required information that should be included in test certificates issued by foreign official laboratories (hereinafter referred to as "Laboratory" or "Laboratories").

- 1) Information of the Laboratory
 - Name and location
- 2) Information of the requestor
 - Name and address (name and location of the head office for a corporation)
- 3) Information of test products
 - Country of production
 - Name and location of the manufacturing/processing site, or place of production
 - Name (including information that identifies test samples, such as part numbers)
 - Materials, colors, patterns, etc. (only for tools and apparatus, containers/packaging and toys)
 - Depth, capacity, and type of tools and apparatus for heating (only for tools and apparatus or containers/packaging made of glass, ceramic or enamel)
 - Color photos (only for tools and apparatus, containers/packaging and toys)
- 4) Information of tests
 - Test items
 - Test methods (including source and rationale)
 - Test results (including the indication of detection limits or minimum determination limits)
 - Date and number of the preparation/issuance of the test certificate

Notes

1. Before requesting a test to a Laboratory

- Quarantine stations only accept a test certificate when the name and location of the issuing Laboratory are consistent with those indicated in the list of foreign official laboratories published on the website of the Ministry of Health, Labour and Welfare. Before requesting a test, confirm that the Laboratory is included in the list above.
- An importer must adequately understand standards that are applicable to food, food additives, tools and apparatus, containers/packaging and toys under the Food Sanitation Act (Act No. 233 of 1947; hereinafter referred to as "Act"), before requesting a test.

2. Color photos

- When color photos are to be attached to a test certificate, request a Laboratory to ensure that the tested parts (e.g. inside of a glass) are visible in the photos.
- When a test product consists of more than one part, request a Laboratory to number the parts or to otherwise associate each part with color photos.
- The tones of color photos vary by printing conditions. Request a Laboratory to include information concerning the colors, patterns, etc. of samples in a test certificate.

3. Submission of a test certificate to a quarantine station

- Submit a test certificate written either in English or in Japanese.
- When a test certificate to be submitted is a duplicate or is handwritten, be sure that it is legible.
- Before submission, confirm that indications in the test certificate are consistent with declared information, and are legally compliant.

* For questions or uncertainties concerning the acceptance of test certificates issued by Laboratories, contact a quarantine station to which submission is planned, or a quarantine station that is located nearby.