

The USDA SOE regulation on imports requires that NOP Import Certificates shall be requested by the exporter **before export** of concerned organic agricultural products to the United States.

NOP Import Certificates (NOPIC) are required to be issued electronically by the certifier of the exporter in the USDA Organic Integrity Database for any commodity **imported into the United States** that is being manifested, sold, marketed, or labeled organic, regardless of value or size, **from March 19th 2024**.

You can send your request for several products to be shipped to a same US importer; however, 1 dedicated NOPIC will be issued per **commodity** and may be issued for a defined timeframe covering a **single or multiple shipments**. Please always apply considering the **timeframe defined by Certisys** for your operation.

Please send your NOPIC request to CERTISYS at least 3 working days before the consignment leaves the country of export and kindly **follow the below process**. If this process is not respected, you expose yourself to the risk that Certisys refuses to generate the NOPIC required for custom clearance of the goods as organic in the US market.

1. Send your NOPIC request to CERTISYS

The earliest and **AT LEAST 3 WORKING DAYS** before the consignment leaves the country of export:

→ Please clearly indicate the earliest estimated time of departure

Send a duly filled “NOPIC Request Form”



Send a copy of the following supporting documents corresponding to your 1st shipment to be exported:

- **Commercial invoice**
- **Packing list** when applicable
- **Traceability declaration for transactions**
- **Supplier(s) guarantees** for all purchased products: Transaction certificate (**TC**). If the supplier is CERTISYS certified, **purchase invoice** is sufficient.
- When applicable: Any additional document that has been required to you beforehand by Certisys (such as sampling at consignment, analysis results, labels...)
- When applicable and if available before departure: **phytosanitary certificate**
- If available before departure: **original transport document** – if not: Draft or booking reservation

2. Review of your request

Certisys verifies the consistency and compliance of your export documents, your traceability and quantities declared. If your application is incomplete or mistaken, you run the risk to extend processing time.

3. Issuance of the NOPIC by CERTISYS in the US Organic INTEGRITY Database

1 NOPIC per commodity will be generated electronically by Certisys on the US Organic INTEGRITY Database. Certisys will then provide you with the published NOPIC data or pdf.

4. Send the definitive transport document for your 1st shipment

+ any other missing document when applicable.

As soon as possible and in any case before custom clearance. The NOPIC may be canceled if documents are not provided on time or are not compliant.

5. Send the NOPIC data to the importer in the US via email

The importer will need to declare the NOPIC number associated to each product imported into the US through the US CBP portal for custom declaration (ACE).