



进口燕窝境外加工企业注册申请表 (试行)
APPLICATION FORM FOR EXPORT OF BIRD NEST
PRODUCTS TO P.R.CHINA
(Trial)

这是中华人民共和国国家认证认可监督管理局(CNCA)要求向中国出口燕窝的加工企业必须提供的用于评估和注册的申请,请用中文或英文提交,申请资料内容要求完整,以避免导致申请过程的延误。并同时提供纸质文本和电子文本及其它任何支持本申请表的资料。

NOTE: This application on foreign bird nest processing establishment is required by Certification and Accreditation Administration of the People's Republic of China (CNCA) for evaluation and registration to export bird nest products to China. All information must be submitted in Chinese or English. Complete Information must be provided. Inadequate/incomplete submission will result in delays. Please provide a paper copy and electronic version and any other information to support the application form.

I. 企业声明 Declaration by Establishment

声明如下情况真实无误

I HEREBY DECLARE THAT THE FOLLOWING INFORMATION GIVEN IS TRUE AND CORRECT.

提交人姓名和职务

Name and Title of the person who submits the information

法人签名和公司盖章

日期

Signature of the owner and Company Stamp

Date



II. 当地官方主管机构确认 Verification by Competent Authority

经审核确认，兹证明该公司提供的如下材料真实，无误。

I HAVE VERIFIED THE FOLLOWING INFORMATION GIVEN BY THE COMPANY
AND CERTIFIED IT IS TRUE AND CORRECT.

官方代表职务和签名

Title and signature

主管当局盖章（日期）

Stamp of Competent Authority (Date)

1. 企业基本情况 Basic Information

1.1 企业名称 Name

1.2 地址 Address

1.3 企业在当地官方主管部门的注册编号（附注册证书复印件）

Registration number given by competent authority (attach copy of registration documents)

1.4 拟出口到中国的产品名称和产品描述(附成品的标签或照片)

Description of products intended for export to China (attach labels or photos of finished products)

1.5 建厂日期

Year of construction

1.6 加工厂总占地面积和总建筑面积

Total land area of the plant and total built-in area:

1.7 上一年生产和销售总量

Production and sales amounts in last year

1.8 上一年成品销售去向（列出所有销售目的国家/地区和销量）



Destination markets (country/region) with Specific Sales Amounts

2 原料来源 Raw Materials

2.1 所有燕窝原料是否来自官方注册的燕窝养殖场（列表养殖场名称、注册编号、与加工厂的距离和燕窝供应量）

Do all the bird nest materials come from registered breeding farms? List farm's name, registration number, distance from the processing plant and supplying capacity)

2.2 简述原料从燕窝养殖场运输到加工厂的措施（包括运输工具、盛装原料燕窝的容器、运输途中卫生控制措施等）

Transportation methods of raw materials from breeding farms to the processing plant, including vehicles, containers and sanitary controls.

2.3 能否确保即将销往中国的燕窝产品，其原料均来自出口国主管部门注册的燕窝养殖场，简述其保证措施

Assurances measures to ensure that raw materials for products intended for export to China come from breeding farms registered by competent authority.

2.4 是否有来自第三国的燕窝原料，如果有需注明来源国家、数重量并简述相关管理措施

Is there any bird nest material from a third country? If any, list countries of origin, quantity and weight, including relevant controls.

3. 企业位置和布局 Location and Layout

3.1 描述企业所处的地区（例如：市区、郊区、工业、农业和居民区），并需标明企业周围环境
Information of located area, such as urban, rural, industrial, agricultural or residential area, including surrounding areas.

3.2 企业布局平面图（标示出不同的操作区域包括主要的设备设施，并用彩色箭头标示出人流和物流）

Layout with indication of main processing equipment in different operating areas and material/people flow (by colored arrows).

3.3 车间使用的建筑材料 Materials Used for

3.3.1 地面 Floor

3.3.2 墙壁 Walls



3.3.3 天花板和上部结构 Ceiling & Superstructure

3.3.4 照明 Lighting

3.3.5 通风系统 Ventilation

3.3.6 主要加工设备 Main Processing Equipment

4. 水的供给 Water Supply

4.1 水源 Source of Water

4.2 生产用水和冰是否全部符合饮用水标准 (简述官方和企业对加工用水的管理要求,附最近一次官方水质检测报告)

Compliance of production water and ice with standards of potable water. Describe requirements of production water by both government and your plant, including the latest official analysis report of water.

5. 人力资源 Human Resources

5.1 员工情况(列明企业的专业技术人员、一般工人等的数目、资格)

Staff Information (List the number and qualification of technical employees and the number of ordinary workers)

5.2 健康检查和健康情况 Medical Examination Results.

5.3 员工是否在上岗前进行体检并证明适合在食品加工企业工作

Are employees medically examined and certified to be fit to work in a food processing plant prior to employment?

5.4 工人是否每年体检及保存记录的情况

Are all employees subject to annual medical examination? Are records maintained?

5.5 产品质量控制和检验人员数量

Number of people responsible for quality control and inspection.

6. 加工过程控制 Process Control

6.1 拟出口到中国的每种类型产品的加工流程图

Flowchart for each type of product intended for export to China.



6.2 简要描述加工过程各关键工序及其控制情况(特别是热处理过程,干制品需描述干燥的环境温度和ación,最终水份活度;深加工产品须详细描述产品的最终平衡 pH 值,热处理步骤及 F0 值。

Key steps and their controls (especially heat treatment), including drying environmental temperature and time as well as water activity with regard to dried products; equilibrium PH, heat treatment steps and F0 with regard to processed products.

6.3 简述企业对原料和成品的感官、微生物和理化指标检测判定标准(特别是对亚硝酸盐的控制及检测措施,分别列出产品出厂的检查结果、储存 6 个月后、储存 1 年后、储存 2 年后产品的亚硝酸盐含量(ppm))

Sensory, microbial, physical and chemical criteria for both raw materials and final products, especially controls and testing measures for nitrite. Testing results of nitrite content (ppm) of the products prior to distribution, stored for 6 months, 1 year and 2 years.

6.4 企业是否按照中国注册要求建立食品安全卫生控制体系,或已经建立等同于中国注册要求的安全卫生控制体系,这个体系于何时建立并运行(附相关体系文件)

Establishment of food safety and sanitary control system based on or equivalent to China's registration requirements and its implementation date (relevant system documents are needed).

6.5 加工能力详情

Processing capacity

6.5.1 日加工量

Daily processing capacity:

6.5.2 每天几班

Number of shifts:

6.5.3 每班的生产能力(千克)

Processing capacity (Kg) per shift:

6.5.4 每星期工作天数

Number of working days per week:

6.5.5 每种产品的年生产能力(千克)

Annual processing capacity (Kg) of each type of product.

6.6 加工过程是否使用添加剂(如有请列明所有添加剂种类)

Usage of food additives. If any, list all of them.



6.7 简要描述产品追溯和召回体系

Brief Description of Product Traceability and Recall System.

7. 储藏设施 Storage Facilities

7.1 是否有原料贮存间，（如有，请描述其贮存能力（吨），贮存温度）

Is there any material storage? If any, specify storage capacity (Ton) and temperature.

7.2 是否有成品贮存间，（如有，请描述其贮存能力（吨），贮存温度）

Is there any final product storage? If any, specify storage capacity (Ton) and temperature.

7.3 包装材料

Packaging and Packing Materials

7.3.1 是否有内包装材料贮存间（如有，请描述贮存间体积（立方米））

Is there any packaging material storage? If any, specify storage capacity (M³).

7.3.2 是否有外包装材料贮存间（如有，请描述贮存间体积（立方米））

Is there any packing material storage? If any, specify storage capacity (M³).

7.4 是否有化学物质、消毒剂和其它清洁剂储存间(如有,附最近使用情况记录复印件)

Is there any storage for chemical, sanitizer and other cleaning agents? If any, attach copies of latest records.

7.5 是否有冷藏库(若有,描述数量、类型(静冷、风冷等/氨制冷或氟里昂制冷)和容量)

Is there any freezer/cold storage? If any, specify the number, type ((static, air blast etc/ammonia or freon) and capacity.

8 废物处理和排放 Waste Treatment/Disposal

8.1 非食用/不合格产品处理程序

Procedures for treatment of inedible/unqualified products.

8.2 废物处理排放程序

Procedures for waste treatment/disposal

8.3 污水处理方法和日处理能力

Sewage treatment methods and daily capacity

9 虫害控制 Pest Control

虫害控制系统的简介（随附虫害控制点的平面图以及最近虫害控制记录复印件）

Brief description of pest control system. (Attach the layout of pest control points and copies of



latest records).

10. 福利/卫生设施 Welfare/Sanitary Facilities

10.1 职工餐厅、更衣室、更衣柜、淋浴设施:有/无

Staff canteen(s), changing rooms, lockers and shower facilities. (Yes/No)

10.2 工作服的清洗 (在工厂内或由合同点)

Laundry (in-plant or by contract):

10.3 洗手消毒设施和厕所冲水设施:有/无

Hand washing and sanitizing facilities and toilets with flushing water. (Yes/No)

11.工厂自检能力 Self-Detecting Capacity

说明在企业内部检验还是由具有相应资格的社会实验室进行检验。如果是在企业内部检验,列明检测设施和检测项目(附实验室手册复印件)。

Is testing carried out by the plant or other competent laboratory? With regard to internal testing, specify testing facilities and items (Attach a copy of laboratory manual).

12. Others

关键工序的照片, 其它生产有关照片、录像 (CD)、宣传画册、年度报告以及相关材料 (可与该申请一起提供)

Photos of key steps, photos and video about production, brochures, annual report and other relevant document. (Optional to submit with application)