APPLICATION FOR IMPORTATION OF FEED INTO MALAYSIA
(PET FOOD / ANIMAL FEED / FEED ADDITIVE CONTAINING ANIMAL-BASED RAW MATERIALS)

1. **The application must be completed by the manufacturing company for Feed into Malaysia (Pet Food / Animal Feed / Feed Additive Containing Animal-Based Raw Materials) which is to be exported to Malaysia for the FIRST TIME.**

2. **A separate form must be used for different manufacturer.**

3. **All the questions in the application form must be completed or mark as not applicable. The application will not be processed if the application is not complete.**

4. **If the competent veterinary authority is unable to verify 6. MANUFACTURING PROCESS AND 8. APPROVAL BY COMPETENT VETERINARY AUTHORITY in the VERIFICATION BY COMPETENT VETERINARY AUTHORITY, the establishment may provide Letter from Competent Veterinary Authority confirming the manufacturer is approved & monitored by the competent Veterinary Authority as replacement.**

5. **The application and all documents that serve as supporting evidence must be submitted in English. Photographs should be labelled with clear captions.**

6. **The completed application form may be submitted by the importer to the address below for adequacy audit;**

   Import & Export Services Section
   Disease Control and Veterinary Biosecurity Division
   Department of Veterinary Services Malaysia
   Podium Block 1A, Lot 4G1, Presint 4,
   Federal Government Administration Centre,
   62630 Putrajaya.

7. **Approval letter will be issued if the manufacturing company passes the adequacy audit.**

8. **For any queries please contact;**
   Import & Export Services Section
   03-88702000 ext. 2088
   skie@dvs.gov.my

APPLICATION FOR IMPORTATION OF FEED INTO MALAYSIA

1. MANUFACTURER'S DETAIL

Company Name:

Address:

City/State:

Contact Name/Title:

Contact number (Tel & Fax):

Email:

2. IMPORTER'S DETAIL

Company Name:

Address:

City/State:

Contact Name/Title:

Contact number (Tel & Fax):

Email:

3. TYPE OF PRODUCT (*please kindly tick (√) the appropriate item)*

PET FOOD / ANIMAL FEED

- Wet hermetically sealed ☐
- Dried (kibble) / Mash / Crumble ☐
- Soft moist ☐
- Others (please specify)……

PET TREAT/SNACK

- Semi moist (soft) ☐
- Dried (jerky) ☐
- Chew ☐
- Others (please specify)……

FEED ADDITIVE

- Others (please specify) ……

4. EXPORT RECORD

List the countries where the products manufactured in the manufacturing premise have been exported;

……

……

5. DETAILS OF THE PRODUCT INTEND TO IMPORT

a.) List the name of the products how the product is packaged, contained, labelled and sealed:
(Please attach a list with the same format if the space provided is insufficient)

No.	Name of product	Type of packaging
i.		
ii.		
iii.		
v.		
vi.		

b.) List the raw materials /ingredients in each product listed in point 5 (a). A separate table is required for **each product.**

(Please list all raw ingredients below or attach a list if the space is insufficient– please include percentages adding up to 100%)

Product Name: ……..

Raw Materials/ Ingredients ***(e.g. beef, chicken meat, meat and bone meal, blood meal, gelatine, milk powder, egg, kidney, heart)***	**Composition in product (%)**	**Animal, plant, microbial, synthetic or chemical origin**	**Species of origin** ***(e.g. bovine, caprine, avian, cervidae, fish)***	**Country of origin**

6. MANUFACTURING PROCESS OF THE PRODUCT

a.) Processing flow chart

(Please provide a flow chart with the details on processing of raw material into finished product for each product containing heat treatment details)

b.) Details on heat treatment /pressure treatment

(If the product has undergone heat/pressure treatment, please provide the details as below and supporting documents of the heat treatment)

Temperature **(°Celcius)**		**Duration** **(minutes or hours)**	
Pressure **(bars or kilopascals)**		**Duration** **(seconds or minutes)**	

c.) Details on other treatment

If there are any other treatments done during the processing of the product, please state the type of the treatment, the relevant parameters and the duration of the treatment.
e.g. of treatment; filtration, acid or alkali treatment, irradiation, long term maturation etc.
e.g. of relevant parameters; pH level, radiation dose) and the time the product is maintained at these levels.

(Please attach a list with the same format if the space provided is insufficient)

Type of treatment	Parameters	Duration (minutes or hours)

d.) Packaging

In what type of packaging the product is packaged? (*i.e. packed in sterile bags, cans or retail bags)*
(Briefly describe the details below. Additional attachment can be attached if there are sample/photo's of the packaging material)

……

e.) Storage and segregation of animal-based raw materials

If animal-based raw materials are stored or used on site, how are they segregated from other materials?
(Briefly describe the details below. Additional attachment can be attached if there are standard procedures/diagrams/photos)

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f.) Transportation of raw materials

How the raw materials are transported to the manufacturing premise.
(Briefly describe the details below. Additional attachment can be attached if there are standard procedures/diagrams/photos)

……

……

……

g.) Transportation of finished /packaged products

How is the finished/packaged product transported from the manufacturing premise to the place of export?
(Briefly describe the details below. Additional attachment can be attached if there are standard procedures/diagrams/photos)

……

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……

……

h.) Prevention from contamination

Is a system in place to protect the product, during and post-production, from contamination?

(Briefly describe the details below. Additional attachment can be attached if there are standard procedures/diagrams/photos)

……

……

……

7. QUALITY ASSURANCES AND ACCREDITATION

a.) Quality Assurances

List of quality assurance programmes which the manufacturing premise operates. (e.g. GMP, HACCP, ISO)
(Please attach a list with the same format if the space provided is insufficient and attach the copy of the certificates)

No.	List of quality assurance programmes
i.	
ii.	
iii.	

b.) Accreditation

List of accreditation which the manufacturing premise has been awarded at national or international level
(Please attach a list with the same format if the space provided is insufficient and attach the copy of the certificates)

No.	List of accreditation
i.	
ii.	
iii.	

8. APPROVAL BY COMPETENT VETERINARY AUTHORITY

a.) Is the manufacturing premise inspected and approved by the relevant competent authority
(If yes, please attach a copy of such approval)

……

……

9. ADDITIONAL ATTACHMENTS

(Please attach the following)

a.) The products label or package sample.

b.) Sample Veterinary Health Certificate from the competent authority of the exporting country.

c.) Certificate of Analysis (COA) proximate analysis (crude protein, crude fat, dry matter, crude fibre, moisture and ash) for each product.

MANUFACTURERS DECLARATION:

I declare that the information above is true and accurate;

Name		
Company Name		
Date		
Signature:	**Company stamp:**	

VERIFICATION BY COMPETENT VETERINARY AUTHORITY

I verify that the information in item **6. MANUFACTURING PROCESS** and **8. APPROVAL BY COMPETENT VETERINARY AUTHORITY** is true and accurate to the best of my knowledge;

Name of official of the competent veterinary authority		
Designation of official of the competent veterinary authority		
Date		
Signature:	**Official stamp:**	