

At a Glance: Import for Re-Export Program Forms and Procedures

IREP Reporting Overview

This presentation provides an overview of the forms used for the IREP reporting requirements.

Companies participating in the IREP are required to submit:

- An **Export Product List** (Section 13 form) – submitted with the application, for each ingredient imported under IREP
- An **Export Report** – on a monthly basis
- An **Inventory Report** (Section 16 form) - every 2 months

The information provided in these forms is used by the IREP team to assess company trends, performance, and compliance with the IREP requirements.

- The completion of the forms must be accurate and thorough in order for analysis of company activity and reporting to be effective.
- Similarly, to ensure extraction of the data leads to accurate results during the analysis process, it is of utmost importance that the forms not be modified in any way.

Export Product List (Section 13)

This is an example of a section 13 report. Please note that as an automated system extracts information from this report, it is extremely important that information is entered correctly, and that the form is not altered in any way.

Section 13* - Export Product(s) List

(Must be submitted with application form DFATD-MAECD 1785E (2014-01-29) or can be submitted on its own in case of recipe changes.)

Date Completed:	01-Jul-2013	Authorization Year: (yyy-yyyy)	2013-2014
Name Of Company:	DEFE Canada Limited	EIPA File Number:	6606
Imported Ingredient (Only one per form):	Chicken meat, mechanically deboned, fresh		
EIPA Commodity Code (14 digits):	0207.13.91.00.9546	Only one EIPA Commodity Code per Section 13.	

Commodity codes listed in Appendix 1 of the Notice to Importers

*Note: code must be in the format xxxxxxxx
Taken from the Harmonized Tariff Schedule (HTS) of the country you are exporting to (e.g. the US HTS can be found on www.USITC.gov)

Finished Product Name	Company Internal Product Code	Exporting HS Code	% of Imported Ingredient included in finished product	% Loss**
UFO shaped chicken nuggets	12345	0207.14.0046	95.00%	1.00%
Alien shaped chicken nuggets	67890	0207.14.0046	95.00%	1.00%

If you are including a new product in the Section 13, please place its information in the last row, and highlight that row.

* For each imported ingredient, a list of finished products that include the imported ingredient must be provided in this form. A unique Section 13 form is required for each imported ingredient. In addition, for each finished product reported in a Section 13 form, a label and a recipe must be provided, including all ingredients, quantities and the steps of the manufacturing process.
 ** % of Imported Ingredient loss during the production of the finished product

The percentages reported in this column represent the percentage of loss due to the manufacturing process not already included in the bill of material/recipe.

If you are handing in Section 13 reports for more than one ingredient, you may include each report as a separate tab in the same workbook.

Monthly Export Report

This is an example of a monthly export report. These reports are submitted on a monthly basis, by the last day of the month (e.g. April's exports are reported by no later than May 31). They are used to gather the total amounts of an ingredient exported within a certain month.

MONTHLY SUMMARY EXPORT REPORT - IMPORT FOR RE-EXPORT PROGRAM												
Date completed: May 1, 2014			Plant Location: Ottawa, ON			Month: April			Year: 2014			
Shipment Date	U.S. Customs Entry Number (1)	CFIA Export Certificate (2) (not required for dairy products)	Finished Product Information					Imported Ingredient H.S. Code (xxxx.xx.xx.xx.xxx)	Weight (kg) of Imported Ingredient included in the Finished Product	Weight (kg) In Eviscerated Equivalent of Imported Ingredient (not required for dairy products)	% (in terms of weight) of Imported Ingredient included in the Finished Product	
			Finished Product Name	Internal Product Code	Finished Product H.S. Code	Finished Product Weight (kg)	Value (\$CAD)					Country of Destination
01-Apr	A001234	872647	UFO shaped chicken nuggets	12345	0207.14.0046	8031	0 000	USA	0207.13.91.00.9546	7629.45	15174.97605	95.00%
07-Apr	A002345	879046	UFO shaped chicken nuggets	12345	0207.14.0056	34553	4 000	USA	0207.13.91.00.9556	32825.35	65289.62115	95.00%
14-Apr	A003456	871436	Alien shaped chicken nuggets	67890	0207.14.0046	5647	6 000	USA	0207.13.91.00.9546	5364.65	10670.28885	95.00%
22-Apr	A004567	876784	UFO shaped chicken nuggets	12345	0207.14.0046	12979	7 000	USA	0207.13.91.00.9546	12330.05	24524.46945	95.00%
24-Apr	A005678	876023	Alien shaped chicken nuggets	67890	0207.14.0056	7453	11 000	USA	0207.13.91.00.9556	7080.35	14082.81615	95.00%


The total finished product weight is taken from this column.

The numbers in this column should be equal to the associated weight in column G multiplied by the associated percentage in column M.

*Please note that this information is extracted through an automated system that references all the information in this report. Therefore, it is extremely important that all information is filled out correctly, and the form is not changed in any way.

Inventory Report (Section 16)

All information must be entered in the correct format. This is an example of an Inventory (Section 16) report. These reports are submitted by companies on a bi-monthly basis and contain reported inventory amounts.

 Affaires étrangères, Commerce et Développement Canada / Foreign Affairs, Trade and Development Canada		Date completed (yyyy-mm-dd)			
		2014/04/01			
Section 16 * - Inventory Report - Imported for Re-Export Program					
Date (yyyy-mm-dd)	2014/04/01	* Report must be submitted on the last day of a month			
Name of Company	DEFE Canada Limited	EIPA File #			
Imported Ingredient Inventory					
Name of Imported Ingredient	EIPA Commodity Code (14 Digits)	Weight (kg) of Imported Ingredient	Poultry Only - Weight in Eviscerated equivalent		
Chicken meat, mechanically deboned, fresh	02071391009546	15353	30537.117		
Subtotal:		15353	30537.117		
Finished Product(s) Inventory					
Name of Finished Product	Finished Product Code	Finished Product Weight (kg)	% (in terms of weight) of Imported Ingredient included in finished product	Weight (kg) of Imported Ingredient included in the finished product	Poultry Only - Weight in Eviscerated equivalent
UFO shaped chicken nuggets	12345	52782	95.000%	50142.9	104,983
Alien shaped chicken nuggets	67890	35467	95.000%	33693.65	70,544
				0	
Subtotal:				83836.55	175527.261
* Only one Imported Ingredient per form. Note: Include product in production phase.					
		Weight (kg)	Evis. Equiv.		
Total - Imported ingredients and finished products:		99189.55	206064.378		
Ingredient #1		Ingredient #2			

Date must reflect the inventory on the first of a month.

Commodity code listed in Appendix 1 of the Notice to Importers.

The cells highlighted in orange are populated automatically. Please do not enter anything into these cells.

If you are handing in section 16 reports for more than one ingredient, you may include each report as a separate tab in the same workbook.

The total weight and eviscerated equivalent are taken from these two cells.

% approved on the Export Product List (Section 13).

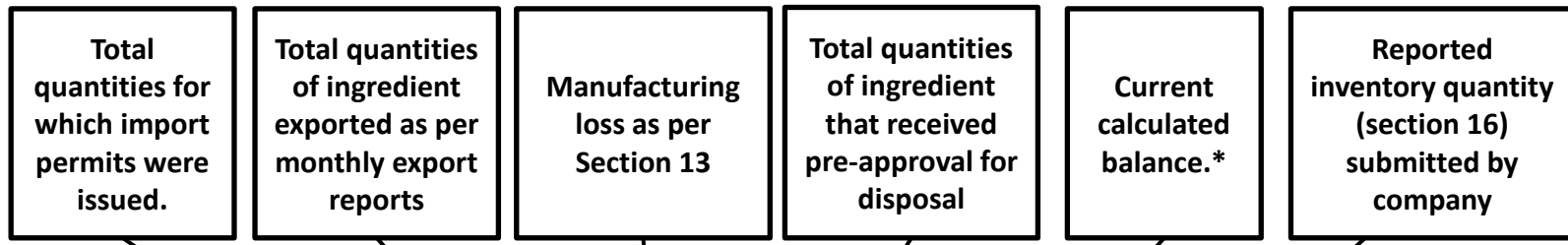
Reconciliation Table

- The objective of the reconciliation table is to ensure all IREP participants are in compliance with the program.
- Using an Excel tool, called the reconciliation table, the IREP team extracts and analyzes information contained in the forms and reports submitted by companies, with the aim of ensuring that all imports are accounted for through exports, manufacturing losses, including, where applicable, preapproved disposals.
- The next slide provides an example of a reconciliation table, and explains how the information is integrated.

**the reconciliation table is only used by the IREP team at DFATD – IREP participants do not have to submit this*

Reconciliation Table

This is an example of a reconciliation table. The IREP team uses the reconciliation table to compile, summarize and analyze information from the section 13, section 16, and monthly export reports submitted by companies, along with permit issuance information from the Department's Export and Import Permits system. All figures are in kilograms.



Imported Commodity: Chicken breast, boneless, cooked, processed
 Commodity Code: 1602.32.93.90.9566

MONTH	IMPORTED	EXPORTED	LOSS %	DISPOSALS	BALANCE	INVENTORY
Carry Over					-	
Jun-13						
Jul-13						
Aug-13						
Sep-13	32,100				32,100	32,100
Oct-13	22,050	30,560	611		22,979	
Nov-13		15,333	306	66	7,274	7,260
Dec-13	16,333				23,607	
Jan-14		15,467	309	118	7,713	7,588
Feb-14	18,854	13,349	267		12,951	
Mar-14	29,938	18,417	368		24,104	23,988
Apr-14		12,838	257		11,009	
May-14	33,052	14,220	284	24	29,533	29,482
Jun-14		15,400	308		13,825	
Jul-14		13,470	269		86	0
Aug-14						
Totals	152,327	149,054	2,979	208		

Note: All Figures listed in Eviscerated Equivalence

*Calculated by previous month's balance + current month's imports – current month's exports – current month's loss and disposals

Additional Information

- Notice to Importers - Chicken and Chicken Products - Supplemental Imports
<http://www.international.gc.ca/controls-controles/prod/agri/chicken-poulet/index.aspx?lang=eng>
- Notice to importers – Dairy Products - Supplemental Imports
<http://www.international.gc.ca/controls-controles/prod/agri/dairy-laitiers/index.aspx?lang=eng>
- Notice to Importers - Turkey and Turkey Products - Supplemental Imports
<http://www.international.gc.ca/controls-controles/prod/agri/turkey-dindon/index.aspx?lang=eng>
- Notice to Importers - Eggs and Egg Products - Supplemental Imports
<http://www.international.gc.ca/controls-controles/prod/agri/eggs-oeufs/index.aspx?lang=eng>
- Questions: irep@international.gc.ca