

NEW PROCEDURE FOR THE MANAGEMENT OF INSTITUTIONS IN THE REGISTRY SYSTEM FOR FOREIGN ORGANISMS AND LABORATORIES - SISCOLE

The import procedure of beverages and vegetable products for Brazil requires a series of documents (*IN No. 67/2018 – Beverages; IN Nos. 01 and 19/2012 – Olive Oil and IN Nos. 38/2010 and 23/2016 – Wheat*). One of the fundamental procedures for the import procedure is the certificate of origin and the product analysis report, both signed by the laboratory/organism registered in the System of Registration of Organisms and Foreign Laboratories - SISCOLE, in accordance with the Normative Instructions No.67, of 05/11/2018 (Beverages), and No.19, of 06/30/2010 (Vegetable Products).

Currently, the updating of the institutions is done through the official communication of the agency of the country of origin and the alterations are made by the registration services of the MAPA, as described in the Portal MAPA.

In order to expedite and facilitate the reception and registration of information from foreign laboratories, provided by the responsible organisms (preferably embassies) in the respective countries, a new procedure will be adopted. The MAPA will stop receiving the order through a letter form, limited to the management of those responsible for including the data in SISCOLE.

Therefore, the authorized responsible person will be responsible for including the data in the SISCOLE, corresponding to DIPOV/MAPA the conference and approval of the inclusion.

In this way, the management of the information provided is under the responsibility of the authorized persons of the country of origin of the institution. The data of the authorized ones to access and include information in the SISCOLE will be informed to the MAPA, via office, by the embassy of the country of origin.

With the adoption of the new procedure, greater agility is expected in the operation of the SISCOLE, both for the MAPA and for the embassies. The step-bystep procedure for the new procedure is presented below:

1. The Embassy sends, by means of official letter, the name(s) of the persons who will be authorized to insert the data in the SISCOLE;
2. The authorized person(s) makes the registration of the individual in the SOLICITA, portal of application for access to the systems of the MAPA; <https://sistemasweb.agricultura.gov.br/solicita/manterUsuarioExt.action>
 - a. Take care of the filling as described in the following image.

Ministério da Agricultura, Pecuária e Abastecimento

SOLICITA

1.3.0 - Sistema de Solicitação de Acesso

Usuário: Anônimo
Data: 19/11/2018 10:33

Novo Cadastro Entrar no Sistema Ajuda ?

* País
BRASIL

1. Selecione o País que representa

* CPF

2. Obrigatório inserir CPF

* Nome Completo

* Login

Data de Nascimento

* Gênero
 Masculino Feminino

RG

Data de Emissão

Órgão Expedidor

Estado

Tipo do E-mail
 Comercial Pessoal

* E-mail para contato

Endereço

* Tipo do Endereço

* CEP

Estado

Município

Bairro

Logradouro

* Número

Complemento

Sistema

* Sigla
Selecione

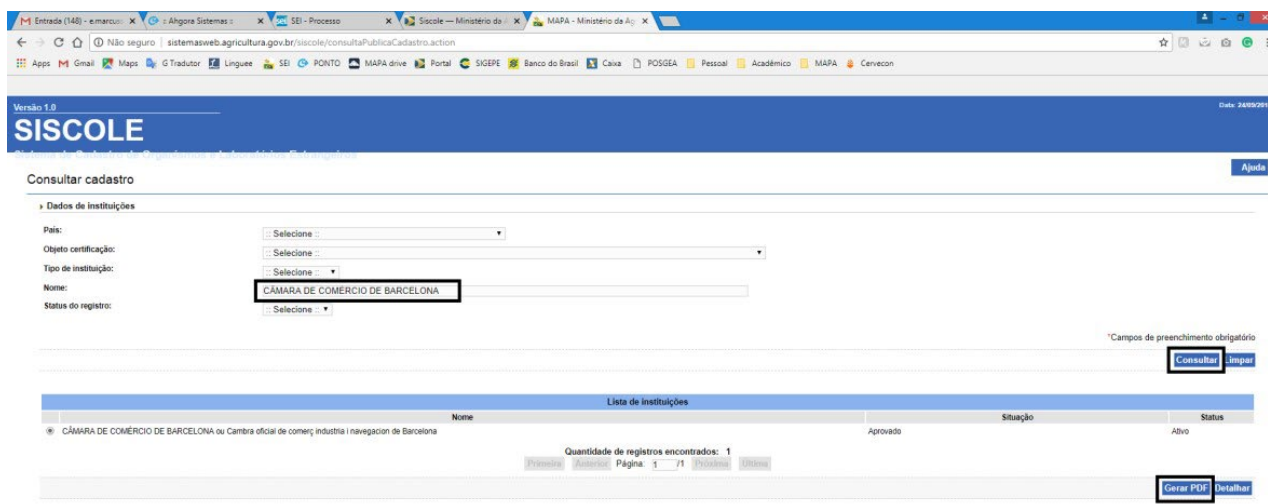
3. Selecione a sigla SISCOLE

* Campo(s) de preenchimento obrigatório

Confirmar Limpar

3. The SISCOLE manager approves the user's access request, according to the name(s) informed by the embassy;
4. Once approved, the user can promote the registration, alteration or cancellation of the organism and/or laboratory in the system, routing for approval of the manager;
5. For the approval of the information inserted in the system, the embassy must send an email with the information of the institutions inserted or altered to:
 - **siscole-dipov@agro.gov.br**
6. After approval the information enters the database and can be verified by any person;

7. It is recommended that for the query the name of the laboratory to be verified be typed in a simple way, since it may contain some changes, due to accentuation, different alphabets and special characters. For example, instead of "*CHAMBER OF COMMERCE OF BARCELONA or official Chamber of commerce industry and navigation of Barcelona*" only *BARCELONA*), simplifying the location of the entity in the system;
8. If the location is obtained, a PDF file of the registry of the institution can be generated:



9. The data contained in the generated PDF will be verified by the Prosecutor of the International Agricultural Surveillance System - VIGIAGRO, upon arrival of the cargo in Brazil, observing if the information is in accordance with what is described in the certificate of origin and analysis
10. In addition to the information on the analysis and the origin described in the PDF, the reference(s) to the institution(s) authorized to issue the verification of typicality will be indicated in the observations. In addition to the information on the typicality in the SISCOLE, the typicality model, Annex XI of the IN 67/2018, will go through the prosecutor's analysis for approval.



Parâmetros da Consulta

País: Todos
Objeto certificação: Todos
Tipo instituição: Todos
Nome: CÂMARA DE COMÉRCIO DE BARCELONA

País: ESPANHA
Nome: CÂMARA DE COMÉRCIO DE BARCELONA ou Cambra oficial de comerç industria i navegacion de Barcelona
Tipo: Organismo
Endereço: s
Página internet:
Tipo de produto: Bebidas e Vinhos
Objeto certificação: BEBIDAS EM GERAL, FERMENTADOS ACÉTICOS, VINHOS E DERIVADOS DA UVA E DO VINHO
Tipo de certificação: Origem
Observação: Emite comprovação de tipicidade para os objetos de certificação de Bebidas e Vinhos acima listados

Primeira Imagem.

Lado Esquerdo

Ministry of Livestock Agriculture and Supply
SOLICITA
1.3.0 Access Request System
New Registration Enter the System

Country

1. Select the country that represents Personal Information

Full name

Social Security Number (CPF)

2. Mandatory to place the Social Security Number

RG

Gender

Male

Female

ID (RG)

State

Type of Email

*commercial

personal

Address

Type of address

Estate

Neighborhood

Number

System

Acronym

Select

Lado Derecho

User:

Date:

Login

Birthdate

Date of issue

Shipper Organization

Contact E-Mail

Postal Code (CP)

Municipality

Street

Complement

3. Select the SISCOLE acronym

* Obligatory Filling Spaces

Segunda Imagem

Ministry of Agriculture, Livestock and Supply

SICOLE-Registry System of Foreign Organizations and Laboratories-1.0

CGVB...

Registry of Institutions

Query Parameters

Country

All

Certification object

All

Type of institution

All

Name:

BARCELONA CHAMBER OF COMMERCE

Country

Spain

Name:

BARCELONA CHAMBER OF COMMERCE or Cambra oficial...

Type:

Organism

Address:

Website:

Type of product:

Beverages and wines

Certified object:

BEVERAGES IN GENERAL, FERMENTED ACETICS, WINES

AND

DERIVATIVES FROM GRAPE AND WINE

Type of certification: Origin

Observations: Issue Typicality check to the Beverage and Wine certification objects

listed above