

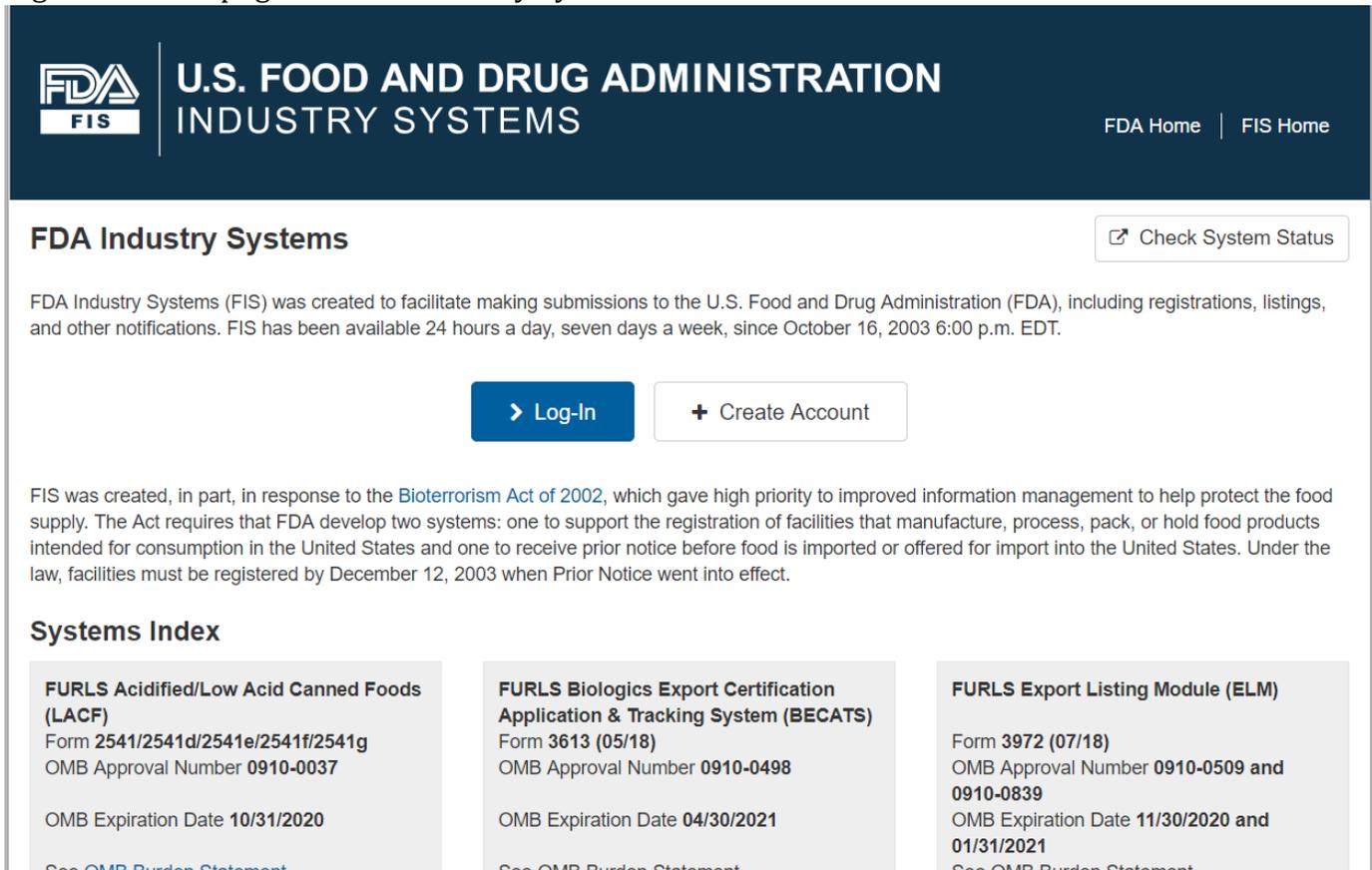
FDA EXPORT CERTIFICATION PROGRAM FOR FOOD

INSTRUCTIONS FOR FOREIGN GOVERNMENT OFFICIALS

Foreign government officials may verify the authenticity of export certificates issued by the U.S. Food and Drug Administration’s (FDA) Center for Food Safety and Applied Nutrition (CFSAN) via the CFSAN Export Certification Application and Tracking System ([CFSAN eCATS](#)). Foreign government officials must create an FDA Industry System (FIS) account in order to access CFSAN eCATS. Please review the instructions below for step-by-step instructions on creating an account and using this system.

Creating an FDA Industry Systems Account

Figure 1: Homepage for FDA Industry Systems



The screenshot shows the homepage for FDA Industry Systems. At the top, there is a dark blue header with the FDA logo and the text 'U.S. FOOD AND DRUG ADMINISTRATION INDUSTRY SYSTEMS'. To the right of the header are links for 'FDA Home' and 'FIS Home'. Below the header, the main content area has a title 'FDA Industry Systems' and a 'Check System Status' button. A paragraph explains that FIS was created to facilitate submissions to the FDA, including registrations, listings, and other notifications, and has been available since October 16, 2003. Below this text are two buttons: 'Log-In' and '+ Create Account'. A paragraph below the buttons explains that FIS was created in response to the Bioterrorism Act of 2002. At the bottom, there is a 'Systems Index' section with three columns of information:

System Name	Form Number	OMB Approval Number	OMB Expiration Date
FURLS Acidified/Low Acid Canned Foods (LACF)	Form 2541/2541d/2541e/2541f/2541g	0910-0037	10/31/2020
FURLS Biologics Export Certification Application & Tracking System (BECATS)	Form 3613 (05/18)	0910-0498	04/30/2021
FURLS Export Listing Module (ELM)	Form 3972 (07/18)	0910-0509 and 0910-0839	11/30/2020 and 01/31/2021

The FDA Industry Systems are available at <https://www.access.fda.gov/>. To create an FDA Industry Systems account, click on the “+ Create Account” button from the FDA Industry Systems homepage.

Figure 2: Requesting Access to CFSAN eCATS

FDA **ONLINE ACCOUNT**
ADMINISTRATION (OAA)

Create New Account

Create New Account

You must create a separate account to create your Medical Device Registration and Listing, Tobacco Registration and Product Listing or Food Facility.

Step 1: Select Application(s) for Account Creation

Do you conduct work for a State Agency under Contract with the FDA?
If you are creating an account on behalf of a manufacturer, please select "No."

Yes No

Registration and Listing Programs

Food

- Acidified/Low-Acid Canned Foods Registration and Process Filing
- Food Facility Registration
- Qualified Facility Attestation
- Structure/Function Claims Notification
- Export Listing Module
- New Dietary Ingredient Notification
- Shell Egg Producer Registration

Medical Devices

- Device Registration and Listing Module

Tobacco Products

- Tobacco Registration and Listing System

Export Certification and Tracking

- Biologics Export Certification Application and Tracking System (BECATS)
- CDER Export Certification Application and Tracking System (CDER eCATS)
- CFSAN Export Certification Application and Tracking System (CFSAN eCATS)**
Includes FDA-regulated food and cosmetics.

Are you a Foreign Government Official?

Yes No

In Step 1, select CFSAN eCATS as the system you need to access and select "Yes" when asked "Are you a Foreign Government Official?". Click the "Continue" button at the bottom of the page to proceed.

Figure 3: Account Information

ONLINE ACCOUNT ADMINISTRATION (OAA)

Create New Account

Step 2: Enter Your Account Information

2A: Point of Contact Information

First Name

Middle Initial (Optional)

Last Name / Surname

Job Title

Government Agency

Unit / Organization

Web Address (Optional)
 (Example: http://www.name.domain or http://name.domain)

Phone Number

Country Area Telephone Ext
 Country Area Phone Number Extension

Phone/FAX numbers have only numbers with no spaces, dashes, periods or parentheses.
 Country code is not required for US phone numbers.

FAX Number (Optional)

Country Area Fax Number
 Country Area Fax Number

2C: Physical Address (Business) of Account Holder

Country / Area

Address Line 1

Address Line 2 (Optional)

City

State / Province / Territory

Zip Code (Postal Code)

Supervisor Information

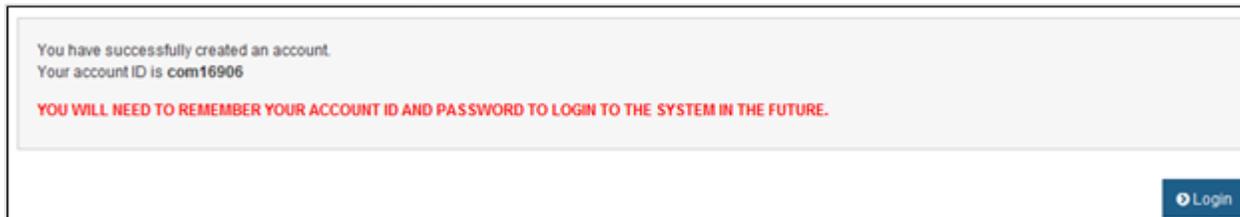
First Name

Middle Initial (Optional)

Last Name / Surname

In Step 2, complete all required fields. To expediate the account verification process, please use your government email address and provide the contact information for your government supervisor. You will be asked to review all entered information before you submit.

Figure 4: Confirmation Message



After submitting your application, you will be provided with an account ID. You will not be able to use your account ID until your account is activated by the Export Certification Team at CFSAN. You will receive an email notification when your account has been activated.



Activation of Accounts for Foreign Government Officials

FDA will activate all requests for foreign government official accounts if the official uses their government email address (.gov) when they create an FIS account.

If the FIS account is not associated with a government email address, the requestor should ask their country's embassy in the United States to send an email verifying your employment with a government agency to CFSANExportCertification@fda.hhs.gov.

Logging in to CFSAN eCATS to Verify Authenticity of Export Certificates

Figure 5: Homepage for FDA Industry Systems

FDA Industry Systems Check System Status

FDA Industry Systems (FIS) was created to facilitate making submissions to the U.S. Food and Drug Administration (FDA), including registrations, listings, and other notifications. FIS has been available 24 hours a day, seven days a week, since October 16, 2003 6:00 p.m. EDT.

[> Log-In](#) [+ Create Account](#)

FIS was created, in part, in response to the [Bioterrorism Act of 2002](#), which gave high priority to improved information management to help protect the food supply. The Act requires that FDA develop two systems: one to support the registration of facilities that manufacture, process, pack, or hold food products intended for consumption in the United States and one to receive prior notice before food is imported or offered for import into the United States. Under the law, facilities must be registered by December 12, 2003 when Prior Notice went into effect.

Systems Index

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Once your account has been activated, you may log in to the FDA Industry Systems from the homepage at <https://www.access.fda.gov/>. Click on the “> Log-In” button.

Figure 6: FDA Industry Systems Login Page

FDA ONLINE ACCOUNT
ADMINISTRATION (OAA)

FDA Industry Systems [System Status](#)

01/04/2019 **If you are experiencing technical difficulties submitting your Tobacco Establishment Registration or Product List information, please email FDA at FURLSSupport@FDA.hhs.gov for further assistance.**

Login

Existing account holders, enter your account ID & password.

Account ID

Password

Under 18 U.S.C. 1001, anyone who makes a materially false, fictitious, or fraudulent statement to the U.S. Government is subject to criminal penalties.

I understand.

[Login](#) [Forgot Account ID](#) [Forgot Password](#)

Getting Started

To make submissions to FDA (e.g., Food Facility Registration, Prior Notice, etc.) you must first create an account. Select "Create New Account" towards the bottom left side of this page.

If you already have an account, enter your **account ID** and **password**.

WARNING: You are accessing a U.S. Government information system. The system usage may be monitored, recorded, and subject to audit. Unauthorized use of the system is prohibited and subject to criminal and civil penalties. Use of the system indicates consent to monitoring and recording, and anyone using this system expressly consents to such monitoring and is advised that if such monitoring reveals possible criminal activity, system personnel may provide the evidence of such monitoring to law enforcement officials.

Is your computer secure? Before using FDA Industry Systems (FIS), FDA strongly encourages all users to have current antivirus and antispyware software installed on your computer to help ensure the privacy of the information being entered.

If you are experiencing *technical* difficulties submitting your Tobacco Establishment Registration or Product List information, please email FDA at FURLSSupport@FDA.hhs.gov for further assistance. For

Enter your Account ID and Password and click the "Login" button.

Figure 7: Accessing CFSAN eCATS

The screenshot shows the 'ONLINE ACCOUNT ADMINISTRATION (OAA)' interface. The main heading is 'Account Management'. On the left, there is a sidebar with options: 'Edit Account Profile', 'Change My Password', 'Update System Access', 'Create a Subaccount', 'Deactivate a Subaccount', and 'Reactivate a Subaccount'. The main content area displays a welcome message: 'Welcome to the FDA Industry Systems. You are logged in as fda50810 for FDA.' Below this, it says: 'You may choose an option on the left to manage your account or select an FDA system below. To obtain access to available FDA systems, choose the **Update System Access** option to add the FDA system to your account.'

The 'Registration and Listing Programs' section is highlighted with a blue bar. Under the 'Food' sub-section, the following options are listed:

- Food Facility Registration
- Acidified/Low-Acid Canned Foods Registration and Process Filing
- Shell Egg Producer Registration
- Export Listing Module
- Structure/Function Claims Notification
- New Dietary Ingredient Notification
- Qualified Facility Attestation

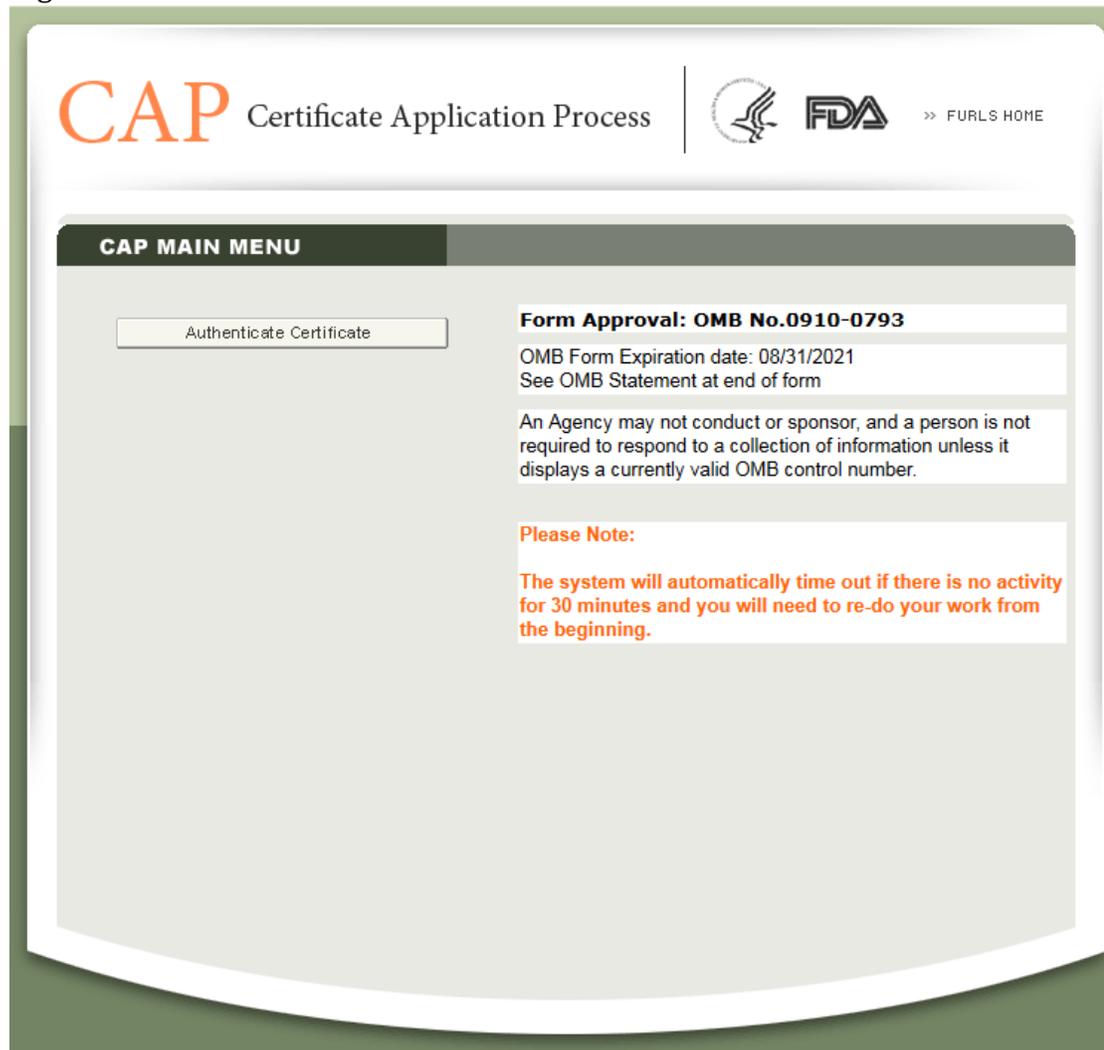
The 'Export Certification and Tracking' section is also highlighted with a blue bar. The following options are listed:

- Biologics Export Certification Application and Tracking System
- CDER Export Certification Application and Tracking System (CDEReCATS)
- CDRH Export Certification Application and Tracking System (CECATS)
- CFSAN Export Certification Application and Tracking System (CFSAN eCATS)

The 'CFSAN Export Certification Application and Tracking System (CFSAN eCATS)' option is highlighted with a red rectangular box.

Click on the link for the CFSAN Export Certification Application and Tracking System (CFSAN eCATS).

Figure 8: CAP Main Menu – Authenticate Certificate



After clicking on the link to the CFSAN Export Certification Application and Tracking System (CFSAN eCATS), you will be directed to the CAP Main Menu. Select the “Authenticate Certificate” button.

Figure 9: Authenticate Certificate – Enter Unique Identifier

CAP Certificate Application Process | **FDA** >> FURLS HOME
>> CAP HOME

Authenticate Certificate

* - These fields are required

*Certificate Unique Identifier: -

Enter the 8-digit unique identifier (ID) from the certificate and click the “Verify” button. If the unique identifier is valid, the system will open a PDF copy of the original certificate issued by FDA/CFSAN. If the unique identifier is not valid, you will get an error message.

If you have any questions or if you believe you have received a fraudulent certificate, please contact FDA at CFSANExportCertification@fda.hhs.gov.