



**KARADENİZ İHRACATÇI BİRLİKLERİ
GENEL SEKRETERLİĞİ**

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E-POSTA

**KARADENİZ İHRACATÇI BİRLİKLERİ ÜYELERİNE SİRKÜLER
2023 /741**

Sayın üyemiz,

Ottawa Ticaret Müşavirliğinin bir yazısına atfen, Ticaret Bakanlığı İhracat Genel Müdürlüğünden alınan 26/12/2023 tarih 92361300 sayılı yazıda;

“Kanada Gıda Denetim Kurumu (Canada Food Inspection Agency-CFIA)” tarafından yapılan 12 Aralık 2023 tarihli bildirim ile Kanada'da gıda ithalatı yapan şirketlerin CFIA tarafından onaylanan “**Kanadalılar için Güvenli Gıda Lisansı (Safe Food for Canadians-SFC Licence)**” temin etmelerinin zorunlu kılındığı, söz konusu bildirimde Kanada'nın gıda ithalatı işlemlerinde 12 Şubat 2024 günü itibariyle bahse konu “**SFC**” lisanslarına ilişkin online otomatik teyit sisteminin CFIA tarafından aktif hale getirileceği; geçerli bir “**SFC**” lisansı olmadan gerçekleştirilecek ithalat işlemlerinin otomatik olarak reddedileceği; lisanssız yapılacak sevkiyatların ise Kanada gümrük sahasına girişine izin verilmeyeceği, CFIA'nın “**SFC**” lisans onay işlemlerinin zaman aldığı ve bu nedenle başvuruların bir an evvel yapılmasında fayda görüldüğü ve lisans onay işlemlerinin gümrük kapılarından gerçekleştirilemeyeceği belirtilerek, ek olarak, anılan düzenleme kapsamında ayrıca, “**SFC**” lisansı olmayan gıda ithalatçılarının işlemlerinin CFIA tarafından reddedilmesinin yanı sıra, düzenlemelere uygun olmayan ithalat işlemleri hakkında ayrıca, idari para cezası ve kovuşturma dahil, cezai müeyyideler uygulanacağı ifade edilmektedir.

Bilgilerinize sunarız.

e-imzalıdır

Şahin KURUL
Genel Sekreter a.
Şube Müdürü

EKLER:

EkI: "Safe Food for Canadians Regulations-SFCR" Metni (46 sayfa)

EkII: İthalat İşlemlerine Yönelik "SFCR" Düzenlemeleri (15 sayfa)

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What to consider before applying for a Safe Food for Canadians licence

i Annual adjustment

Canadian Food Inspection Agency fees are updated annually on **March 31** based on the Consumer Price Index. Learn more about [adjusting service fees for inflation](#).

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1.0 Introduction

The *Safe Food for Canadians Regulations* (SFCR) are now in force, including requirements related to food licences. The Canadian Food Inspection Agency's (CFIA) licensing system grants licences to a person to conduct specific activities relating to food.

To find out if your business requires a licence, use the following information resources:

- [Licensing interactive tool](#)
- [Food business activities that require a licence under the SFCR](#)

If you need a licence and you are ready to apply, review the information outlined in this document, including the 2 annexes. It will help you prepare for the application process.

2.0 Getting a Safe Food for Canadians licence

Complete the following 4 steps to get a Safe Food for Canadians licence (SFC licence).

Step 1: create an account in My CFIA

The first step in preparing to apply for a SFC licence is to visit [My CFIA](#) to create an account and business profile. The licence application is available online at My CFIA.

Through [My CFIA](#) your business can request licences and export certificates, as well as set up electronic payments.

When enrolling in [My CFIA](#), you can create 1 or more profiles for your business. Learn more about setting up your profile on our web page [Before you sign up for My CFIA](#).

Step 2: determine your licence structure

The SFCR does not limit the number of licences a person can hold. You can operate under a single licence or multiple licences, depending on what fits your business needs.

Before deciding how many licences to request in your application consider the following:

- you may have to pay a fee for each licence you request
 - refer to [CFIA's Fees Notice](#) for current fee amounts
- you may have to prepare, keep, maintain and implement a preventive control plan to cover each licence you hold
 - CFIA's [preventive control plan \(PCP\)](#) guidance can help you prepare and implement a PCP
- CFIA may conduct inspections on each licence you hold
 - if a CFIA enforcement action, such as suspension or cancellation, is taken on your licence, this will impact all activities and foods covered by that licence
 - a CFIA finding of non-compliance or enforcement action on 1 licence could result in follow up inspections under other licences you may have
- find out more by watching our [videos on single or multiple profiles and applying for a licence](#)

Additional considerations for food businesses that prepare food for export, export food and need a certificate or wish to be on an export eligibility list

- Many foreign trading partners require a unique identification number for each physical location or establishment where a food commodity is prepared. To access these foreign markets, your licence should only be associated to 1 establishment.
- If you choose to have more than 1 licence at a particular physical location or establishment, there cannot be any overlap in the food categories and activities covered by those licences.

Examples of licence structures

The scenarios below provide examples of different licence structures. Other structures may be considered.

Refer to [Annex A](#) for definitions and examples of the food commodities you need to choose from when completing the licence application. Refer to [Annex B](#) for descriptions of licensable activities under the SFCR.

Example A: 1 licence to cover all activities and food commodities occurring at 1 **establishment**. Therefore, if you operate several establishments at different physical locations, you obtain a licence for each physical location.

Note: this structure is recommended.

Example B: 1 licence for each **activity**¹ you conduct. Therefore, you could have multiple licences for 1 establishment if you conduct a variety of activities at that location.

Note: this structure is not advisable if you export food.

Example C: 1 licence to cover all activities you conduct in a certain **food commodity**. Therefore you could have multiple licences for 1 establishment if you conduct activities on a variety of different food commodities at that location.

Note: this structure is not advisable if you export food.

Step 3: complete the licence application

Now that you are ready to apply for a licence, make sure you have all the necessary details of your business. When filling out the application for each licence, you must do all of the following:

- indicate the **activities** for which a licence is being sought
 - refer to [Annex B](#) for a preview of the activities that will be listed on the application

- identify the **location(s)** of establishment(s) where the activities will be conducted
 - note: for the activities of import and export, establishment information is not required
- indicate each **food commodity** for which a licence is being sought, the activities conducted and the establishment where the activity will take place
 - refer to Annex A for a preview of the food commodities you need to choose from when completing the licence application
- attest that you meet the applicable requirements of the SFCR, including preventive controls and having a written preventive control plan (if required)
- attest that the information provided in the application is complete, truthful, and not misleading

You can find the online application in your My CFIA account, under the Service Request tab.

Keep in mind

You will need an approved work shift agreement for activities relating to meat products and slaughtering food animals.

Slaughter of food animals and the production of their derived meat products are activities that inherently carry more risk. Because of this, they require regular or sustained oversight.

If you conduct these activities, you must have inspection services and a work shift agreement with CFIA in order to qualify for an SFC licence. The document Regulatory Requirement: Inspection services for Food

Animals and Meat Products provides an overview of the regulatory requirements on work shifts, inspection stations and minimum number of hours of inspection.

Step 4: receive your licence

After you submit your completed online application and payment, you will receive an electronic message indicating 1 of the following:

- a) your licence has been issued and is available in your My CFIA account, or
- b) your licence will be issued once CFIA has inspected the business

In the case of option b), some establishments may have to be inspected before an SFC licence can be issued.

- CFIA uses a risk-based approach to inspecting new businesses that apply for a licence.
- A variety of risk factors are used to prioritize and manage these inspection activities.
- CFIA may have to inspect licence holders requesting an export certificate or other export permission, regardless of their risk profile, if it is a requirement of the importing country.

3.0 Making changes to a Safe Food for Canadians licence

It is the responsibility of a person regulated under the *Safe Food for Canadians Act* (SFCA) to ensure that they comply with all applicable requirements of the SFCA and the SFCR, including licensing requirements.

3.1 Amending your licence: changes in activities, food commodities or establishments

Once you have a licence, it is important to remember that it covers the activity, location and food commodity you have entered in your application, as indicated on the licence. Any time this information changes, an amendment to your licence is required.

This means you must:

- meet the relevant SFCR requirements associated with the new activities or foods, such as preventive controls, traceability and labelling requirements
- have a written preventive control plan that is updated to reflect these changes, if required, and
- comply with record keeping requirements.

For example, if you want to conduct activities in a new food commodity, you are required to have that new food commodity added to the scope of your licence. You can request an amendment to your licence online through your My CFIA account. Licence amendments are not subject to any fee.

Refer to Regulatory Requirements: Licensing for more information, including section 4.0 Conditions for the issuance, renewal or amendment of a licence.

3.2 New licence requirements: changing your business structure or selling your business

Your SFC licence is not transferable (SFCA, Subsection 20(5)). An SFC licence is issued specifically to a person (for example, an individual or business) who is identified in the SFC licence application. The person named in the licence must always be the same person who conducts the activity(ies) authorized in the licence. As a licence holder, it is your responsibility to

determine whether a particular change, including a sale or change in ownership, change in controlling shareholders, amalgamation, or other change related to the business, results in a change to the "person" holding the licence.

If you are unsure whether a change in your business structure will result in a change to the "person" holding the SFC licence such that a new SFC licence is required, you may wish to consult a lawyer or other professionals who specialize in this area. Additionally, the Canada Revenue Agency provides guidance on [change of legal status](#) that may assist you in determining whether a particular change in your business results in a change to the person identified in the licence.

Depending on the circumstances, you may need to [amend](#) or surrender your existing licence to appropriately reflect the change. If you determine the change amounts to a different person holding the licence, a new SFC licence would be required for the new person to conduct the activities set out in the licence. To apply for a new licence the new person should refer to [My CFIA – User guidance](#).

4.0 Additional information

Refer to CFIA [Licensing](#) for more information on this topic. If you have questions, [contact us](#) or call 1-800-442-2342.

Annex A – Food commodities identified in the licence application

When applying for a Safe Food for Canadians licence (SFC licence), you will be asked to identify the foods you are responsible for by choosing from a list of food commodities and sub-commodities. It is important to select the correct food commodity and sub-commodity so that your licence accurately reflects your business. Examples of foods that fall within each of these

commodities are explained in the tables below. You do not need to select commodities to cover the ingredients you use in your products. For example, you would not select "eggs" or "dairy" to cover the ingredients used in your "cream filled doughnuts".

In order to assist food importers and brokers, the tables below also provide examples of the Harmonized System (HS) chapters where foods in each sub-commodity may be found. Food importers are required to declare an HS code, as well as a CFIA Other Government Department (OGD) extension, on their food import declaration that accurately reflects the food they intend to import.

Keep in mind

The commodity and sub-commodity titles found in the SFC licence application do not use the same definitions found within the *Safe Food for Canadians Regulations* (SFCR). In most cases, these categories are broader than the SFCR definitions and standards of identity.

- Dairy
- Egg
- Fish and seafood
- Fresh fruits and vegetables
- Honey and honey products
- Manufactured foods
- Maple and maple products
- Meat and poultry products
- Processed fruits and vegetables

Commodity: dairy

Select this box if the food you are responsible for is **milk, derived from milk or contains milk based fats**. Milk, milk derivatives, and milk fats can be derived from mammals (such as cows, buffalos, goats, sheep, camels).

Do not select this box if the food you are responsible for includes vegan dairy substitutes for dairy products that do not contain dairy ingredients, such as soy or almond beverages. For these products, select the "Manufactured foods" category.

Sub-commodities to be identified under dairy

The sub-commodities identified in the dairy commodity can also include milk products that are **dried, cultured, condensed, or frozen**.

Composite dairy products include dairy products that are mixed with other foods, but still recognized by the consumer as a dairy product.

Dairy substitutes may be used by the consumer in place of dairy products but contain ingredients derived from dairy products (for example, caseinates).

Dairy drinks are a category of dairy based beverages, such as flavoured milk, smoothies and egg nog.

Examples of sub-commodities to be identified under dairy

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|---------------|----------|--|
| | | |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|--------------------------|---|---|
| Butter/butterfat | cultured butter, ghee, salted butter, unsalted butter, light butter, whey butter | 04.05 |
| By-products | whey, casein, caseinates | 04.04 35.01, 35.02, 35.04 |
| Cheese | creamed, hard, processed and soft cheeses such as cheddar, creamed cheese, mozzarella, paneer and their products (such as crumbled, shredded, sliced) | 04.06 |
| Composite dairy products | dairy products mixed with other food commodities, such as fruits or vegetables, that are recognized as a dairy product (such as onion and garlic cream cheese, smoked salmon flavoured cream cheese), cranberry goat cheese, cheese balls or logs containing nuts or fruits | 04.06 21.01, 21.05.00, 21.06.90 |
| Cultured dairy products | crème fraîche, kefir, sour cream (includes flavoured sour cream), yoghurt (with or without fruit or other toppings) | 04.03 |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|-------------------------------|---|---|
| Dairy drinks | chocolate milk, strawberry milk, milkshakes, smoothies, yoghurt drink, egg nog, buttermilk | 18.06 19.01 22.02.99 |
| Dried milk powder | skim-milk powder, buttermilk powder, chocolate milk powder, malted milk powder, flavoured milk powder | 04.02 |
| Evaporated/condensed products | 2%, whole evaporated milk, sweetened condensed milk | 04.02 19.01 |
| Frozen dairy/novelties | ice-cream, frozen yoghurt, ice cream cakes, ice cream sandwiches, frozen dairy dessert, sherbet, gelato, ice milk mixes, frozen dairy dessert mixes | 18.06.90 19.01.90 21.05 |
| Milk/cream | whole milk, 2% milk, 1% milk, skim milk, 10% cream, half and half, whipping cream | 04.01 – 04.03 |
| Dairy substitutes | dairy spreads, coffee whitener | 04.05 19.01 |

Commodity: egg



Select this box if the foods you are responsible for include shell eggs,

- processed eggs or composite egg products.

While the majority of eggs and egg products in Canada are from domestic chickens (*Gallus domesticus*) and domestic turkeys (*Melagris gallopavo*), this category also includes eggs from other species, such as duck or quail eggs.

! **Do not select this box if** the food you are responsible for includes balut, which is a fertilized duck egg. For this product select the "Manufactured food" category.

Sub-commodities to be identified under egg

Shell egg is the sub-commodity used for egg products that are still in their shell. These eggs may be pasteurized provided they meet the criteria in section 95 of the *Safe Food for Canadians Regulations*.

Processed egg products can be in dried, pickled, frozen or liquid form, cooked or uncooked. Processed egg products can be made of the whole egg, or the separate egg yolk and egg white components and may or may not contain other ingredients.

Composite egg products are foods that contain eggs and a variety of other ingredients, but are commonly recognized by consumers as a food that is egg-based.

Examples of sub-commodities to be identified under egg

| Sub-commodity | Examples | Examples of HS chapters for importing <u>2</u> |
|---------------|----------|--|
|---------------|----------|--|

| Sub-commodity | Examples | Examples of HS chapters for importing <u>2</u> |
|------------------------|---|---|
| Composite egg products | eggs mixed with other commodities (such as dairy and vegetables) and recognized as an egg product such as frozen breakfast egg sandwiches, egg salad, egg salad mixed with potatoes and vegetables, omelette mix, quiche, egg patties | 19.05.90 21.06.90 |
| Processed eggs | dried, frozen, liquid eggs (whole eggs, egg whites (egg albumen) and egg yolks), hard boiled eggs, pickled eggs | 04.07, 04.08, 04.10 35.02 |
| Shell eggs | graded and ungraded eggs in shell, eggs pasteurized in shell | 04.07, 04.10 |

Commodity: fish and seafood

- Select this box if** the food you are responsible for is a fish or seafood or any marine mammals, amphibians or reptiles.

Sub-commodities to be identified under fish and seafood

Chordates is a sub-commodity used for sharks, skates (rays) and their by-products.

Finfish is a sub-commodity that also includes non-finfish species, such as cuttlefish, octopus and squid.

Foods derived from **amphibians, reptiles, and marine mammals**, including their by-products, are included in these 2 sub-categories.

Composite fish and seafood products include a wide variety of foods that contain fish or seafood products mixed with other foods but are commonly recognized by consumers as a food that is fish or seafood based.


Examples of sub-commodities to be identified under fish and seafood

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|-------------------------------------|---|--|
| Amphibians (and reptiles) | alligators, crocodiles, frogs, turtles, snakes any of their parts and products | 02.08.50, 02.10.93 16.01 |
| Chordates | sharks, skates (rays), any of their parts, products and by-products | 03.01 – 03.05 16.04 21.04 |
| Composite fish and seafood products | fish and seafood products mixed with other food commodities (such as dairy, vegetables and grain products) and recognized as a fish product such as bacon wrapped scallops, shrimp rolls, shrimp spring rolls, sushi rolls, fish cakes, seafood lasagna, shrimp pad thai, lobster mac and cheese, seafood chowder, fish sauce, seafood or fish stuffing | 16.05 19.02, 19.04, 19.05 20.05 21.03, 21.04 |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|----------------------|---|---|
| Crustaceans | lobsters, crabs, shrimp, crayfish, crawfish, rock lobsters, scampi, any of their parts, products and by-products such as cooked whole lobster, cooked crabmeat, cooked lobster claws, cooked shrimp, canned crabmeat, lobster cocktail, lobster tomalley, lobster paste, breaded shrimp, shrimp cocktail, barnacles | 03.05, 03.06 15.06 16.03, 16.05 19.02 21.03.90, 21.04.10 |
| Echinoderms | sea urchins and sea cucumbers, any of their parts, products and by-products | 03.08 16.05 |
| Finfish | ground fish and flat fish such as anchovy, basa, catfish, cod, croaker, eels, flounder, gourami, haddock, halibut, hake, herring, kingfish, mackerel, mudfish, mullet, perch, pickerel, pike, pollock, rockfish, salmon, sardine, scad, seabass, seabream, smelt, snapper, sole, sturgeon, tilapia, trout, tuna, turbot, wahoo, walleye and whiting finfish products and by-products such as fish oil, caviar, fish eggs (roe), fish sticks, kamaboko, minced fish, smoked salmon and surimi this category also includes fish that don't have fins such as cuttlefish, octopus, squid, any of their parts | 03.01 – 03.05 15.04 16.03, 16.04 |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|----------------------|---|---|
| Gastropods | abalone, conches, loco, periwinkles, snails (marine and terrestrial), whelks, any of their parts and products | 03.07 16.05 |
| Marine mammals | seals, whales, any of their parts, products and by-products (such as seal oil) | 02.08.40, 02.10.92, 02.10.99 15.04.30 |
| Bivalve molluscs | clams, cockles, geoducks, mussels, oysters, scallops, any of their parts, products and by-products such as breaded scallops, canned baby clams, canned oysters, cooked mussels, frozen scallop meat | 03.07 16.03 |

Commodity: fresh fruits and vegetables

-  **Select this box if** the food you are responsible for includes fresh fruits or vegetables that are whole, washed, sliced, peeled, grated or cut.

It is important to distinguish this category from the "processed fruits or vegetables" category. Generally, a fruit or vegetable is considered "fresh" and not "processed" if it can degrade or rot during storage (dry storage or refrigerated).

! **Do not select this box if** the food you are responsible for includes dried herbs. For this product select the "manufactured foods" category.


! **Do not select this box if** the food you are responsible for includes fruits or vegetables that have been further processed. For this product select the "processed fruits or vegetables" category.

Examples of sub-commodities to be identified under fresh fruits and vegetables

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|---------------|---|--|
| Fresh fruits | whole, washed, sliced, cored, peeled, grated, chopped or cut fresh fruits such as apples, bananas, berries, citrus, coconuts, melons, pineapples, rhubarb, peaches and plums, fresh fruit products (such as fresh fruit salad), wild harvest fruits | 08.01, 08.03 – 08.10, 08.14 |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|------------------|---|--|
| Fresh vegetables | whole, washed, sliced, peeled, grated or cut fresh vegetables such as broccoli, cauliflower, brussels sprouts, fresh herbs, leafy greens (such as romaine lettuce, green leaf lettuce, red leaf lettuce, butter lettuce, escarole, spring mix, spinach, cabbage, kale, chard, arugula, bok choy), mushrooms, root vegetables (such as garlic, ginger, onion, carrots, potatoes, sweet potatoes, turnips), microgreens, sprouts and fresh vegetable products (such as prepared salads and salad kits), wild harvest vegetables | 07.01 – 07.09, 07.14 |

Commodity: honey and honey products

- 
Select this box if the food you are responsible is **honey or honey products**. All honey and honey products fall under this single commodity box. These foods may or may not be subject to standards of identity or grades set out in the *Safe Food for Canadians Regulations* and *Food and Drug Regulations*.


The foods found in the honey sub-commodities may contain other ingredients but are still recognized by the consumer as a honey product.

Do not select this box for apiculture products other than honey or honey products. For other apiculture products, such as bee pollen or propolis, select the "Manufactured foods" category.

Examples of honey and honey products sub-commodities

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|--------------------------|---|--|
| Honey and honey products | liquid raw or pasteurized honey, whipped honey spread, honey in the comb, powdered honey, honey jelly | 04.09 21.06 |

Commodity: manufactured foods

 **Select this box if** the food you are responsible for is an alcoholic beverage, non-alcoholic beverage, confectionary, sweeteners, snack food, fats, oils, food chemical, a food derived from grains, infant food, nuts, seeds, spices, herbs, seasoning or condiment.

Sub-commodities to be identified under manufactured foods

Alcoholic beverage is the sub-commodity used for all beverages that contain more than 0.5% absolute ethyl alcohol by volume. Mixed alcoholic beverages, aperitifs and liqueurs are included in this category.

Confectionary, sweeteners, snack foods and non-bakery desserts is a sub-commodity that includes a wide variety of foods. This sub-commodity is used for candies, sweets, and gum. It includes sweeteners like sugar,

molasses and corn syrup and non-dairy based iced novelties such as popsicles and freezies. Snack foods include potato chips and corn chips. Desserts included in this category are sugar-based desserts.

! **Do not select this box** for grain-based desserts. Grain-based desserts are part of the "Grain derived foods" category.

Fats and oils derived from plants are found in this sub-commodity category.

! **Do not select this box** for animal based fats and oils (rendered fat, suet, lard/shortening, tallow, etc.). Animal based fats are found in the Meat and poultry products commodity list.

Food chemicals are often used as food ingredients; they are not typically consumed on their own. This category includes food chemicals used for vitamins, minerals, artificial sweeteners, food additives and many other uses. Food additives are considered to be those listed on Health Canada's [Lists of permitted food additives](#). Please note this category does not include stand-alone vitamin or mineral supplements such as those sold in pill form, but rather those vitamins and minerals produced as ingredients or additives to food.

"**Foods not otherwise listed**" is the sub-commodity used for foods that cannot be categorized into the other sub-commodities listed under "Manufactured foods". It includes foods made from insects, such as cricket flour, dried mealworms and roasted crickets. Foods such as collagen casings, gelatins, and balut are in this sub-commodity.

Grain derived foods is a category used for foods that are made from processed grains, such as wheat, rice, oats, barley or corn. Foods made from processed grains include a wide variety of pastas, cereals, and breads, as well as a variety of grain-based desserts such as cakes, cookies, pastries, pies and muffins.

Infant foods include human milk fortifiers, infant formula (either dairy-based formula, or non-dairy based formula), such as ready to serve liquid formulas, concentrated liquid formulas, or powdered formula products that can be blended with water and/or milk before consumption.



Do not select this box for foods for infants that consist of other commodity groups.

For example:

- foods for infants consisting of grains or cereals select the "Grain-based foods" sub-commodity
- foods for infants consisting of meat and other ingredients select the "Meat and poultry products" commodity and "Composite meat products"
- foods for infants consisting of pureed vegetables select the "Processed fruits or vegetables" commodity and the "Processed vegetables" sub-commodity

Note: When applying for an SFC licence, manufacturers of infant formula and human milk fortifiers should be aware that these foods may not be sold or advertised for sale in Canada until the manufacturer has submitted a notification to Health Canada in accordance with the requirements of Part B, Division 25 of the *Food and Drug Regulations* (FDR). Under the FDR, a premarket notification is required for any infant formula or human milk

fortifier that is new, or that has undergone a major change. Following Health Canada's review and acceptance of the submission, a letter will be issued by Health Canada to the manufacturer of the infant formula or human milk fortifier which will permit the sale or advertising for sale of the food.

CFIA will request a copy of the letter issued by Health Canada as part of verifying that the requirements of subsection 29(1) of the SFCR are met before an SFC licence will be issued or amended.

For further information on preparing premarket submissions for infant formulas and human milk fortifiers, refer to [Health Canada's Guidance documents: Infant formula and human milk fortifiers](#).

Multiple foods is the sub-commodity that contains food made from multiple commodities, such as vegetarian pizza or sandwiches that do not contain meat. This sub-commodity also includes foods used in liquid diets, meal replacements, protein drinks and nutritional supplements.



Do not select this box for foods that contain more than 2% meat ingredients. For foods containing a significant quantity of meat ingredients select the "Composite meat products" category.



Do not select this box for natural health products. Natural health products are not subject to the SFCR.

Non-alcoholic beverages include a wide variety of drinks. These beverages can be made from soy, coconuts, coffee, or tea. It also includes dry powders or liquid flavour concentrates that are intended to be added to liquid to

make a non-alcoholic beverage. This sub-commodity also includes soft drinks, carbonated drinks, and water (including flavoured water).

! **Do not select this box** for non-alcoholic beverages made from fruits or vegetables, such as juice, concentrated juice, or frozen concentrated juice. These foods can be found in the "Processed fruits or vegetables" category.

Nuts, grains, seeds can be raw, roasted, seasoned, or smoked. This sub-commodity also includes foods made from processing nuts, grains or seeds into other products, such as nut butters, ground seeds, or vegan substitutes.

! **Do not select this box** for pulses that are frozen or packed in hermetically sealed packages (such as frozen or canned chickpeas, lentils, faba beans). For these foods use the "Processed fruits and vegetables" commodity and the "Processed vegetables" sub-commodity.

Spices, herbs, flavours, condiments, dressings is the sub-commodity for foods that are typically used to complement, season or add flavour to another food. They can be used as an ingredient in a food, added after a food is prepared, or used to accompany a food (for example, in a sauce). Spices are typically derived from flowers, seeds, fruits, roots, bark or nuts of a plant. Herbs are the dried leaves of herbaceous plants.

! **Do not select this box** for fresh herbs. For these foods use the "Fresh fruits or vegetables" category.

Do not select this box for ketchup, chutneys and other diced or pureed fruits and vegetables. For these products use the "Processed fruits or vegetables" category.

Vegan dairy substitutes is the sub-commodity for foods which are suitable for a vegan diet. These foods do not contain dairy products or dairy derivatives.

Examples of sub-commodities to be identified under manufactured foods

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|---|---|--|
| Alcoholic beverages | aperitifs, beer, ciders, liqueurs, pre-mixed drinks, spirits, wine (fortified grape or non-grape) | 22.03 – 22.08 |
| Confectionary, sweeteners, snack foods (containing or not containing nuts), non-bakery desserts | candies, chocolates (such as cocoa powder), cake decorations, marshmallows, corn syrup, birch syrup, table syrup, gum, molasses, halva, sugar, sweets, candy apples, dried coconut (sweetened or unsweetened), sweetened banana chips, popcorn, gelatin desserts, custard (including dry mix), frosting, popsicles, freezies, potato chips, corn chips, pudding (including dry mix) | 17.01 – 17.04 18.01 – 18.06 19.04 – 19.05 20.05, 20.08 21.05 – 21.06 |


| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|----------------------------|---|---|
| Fats and oils | fats and oils obtained from plants, such as avocado oil, canola oil, coconut oil, corn oil, flaxseed oil, grapeseed oil, olive oil, peanut oil, sesame oil, soybean oil, sunflower oil, vegetable oil, margarine, vegetable shortening, essential oils | 15.07 – 15.17, 15.20 – 15.21 31.01 |
| Food chemicals | amino acids, vitamins, minerals, flavour enhancers, food additives (such as anticaking agents, artificial sweeteners, colouring agents, dough conditioning agents, emulsifying agents, firming agents, food enzymes, glazing agents, pH adjusting agents, preservatives, sequestering agents), food grade alcohol, malt extract, baking soda, baking powder | 13.01, 13.02 19.01 21.02 28 29 |
| Foods not otherwise listed | cricket flour, dried mealworms, roasted crickets, balut, collagen casings, seaweeds and algae, bacterial culture, yeast, ice, granita, konjac noodles, bee pollen, propolis, simulated meat products, simulated poultry products, plant-based protein foods | 12.12 14.04 20.08 21.02, 21.06 22.01 35.04 |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|----------------------|--|--|
| Grain derived foods | barley flour, breads, bread products (such as chapatti, bagels, rusks), cakes (such as carrot cake, chocolate mousse cake, cheesecake), cereal, pasta (fresh, frozen or dried), cookies, croissants, doughnuts, dried grains, instant oats, millet, muffins, rice, wheat germ, tart or pie shells, pastries, alimentary paste, corn starch, pitas, tortillas, pizza shells, pizza crusts, cake mixes, cereal- and grain-based infant foods | 10.01 – 10.08 11.01 – 11.09 19.01 – 19.05 21.04, 21.06.90 |
| Infant foods | ready to serve liquid formulas, concentrated liquid formulas, powdered formula products that can be blended with water and/or milk before consumption, human milk fortifiers | 19.01.10 21.06.90 |
| Multiple Foods | nutritional supplements, protein drinks, sports nutrition, prepared vegetarian meals, sandwiches, formulated liquid diets, meal replacements, vegetarian pizza (frozen or refrigerated), perogies, vegetarian samosas, vegetable soups | 21.04.10, 21.06.90 |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|-------------------------|---|---|
| Non-alcoholic beverages | carbonated beverages, flavoured water, coffee, tea, kombucha, coconut water, soy beverages, soft drinks, drink powders or liquid fruit flavour concentrates for making drinks, oat beverage, coconut beverage | 09.01 – 09.03 20.09 21.01 22.01 – 22.02 |
| Nuts, grains, seeds | raw, roasted, salted, smoked nuts such as almonds, cashews, hazelnuts, peanuts, pecans, pistachios, walnuts and their products (such as peanut butter, almond butter, almond beverage, tree nut butters seeds such as chia seeds, flaxseeds, sunflower seeds, hemp seeds, quinoa, sesame seeds and their products (such as ground flax seeds, soy nut butter, sunflower seed butter), tahini, tofu, a vegan "plant-based cashew product", pulses that are not frozen or packed in hermetically sealed packages (such as dried peas, lentils, chickpeas, faba beans), coffee beans, cocoa beans | 07.13 08.01 – 08.02, 08.11 – 08.13 09.01 12.02, 12.04 – 12.10, 12.13 18.01 20.01, 20.06 – 20.08 21.06 22.02 |

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|--|---|---|
| Spices, herbs, flavours, condiments, dressings | dried herbs, gravy, mayonnaise, mustard, salad dressing, flavoured oils, soya sauce, spices, salt, pepper, Worcestershire sauce, vinegar, savoury spreads made from yeast extract | 07.12 09.04 – 09.10 12.11 21.03, 21.06 22.02, 22.09 25.01 |
| Vegan dairy substitutes | a vegan "plant-based (coconut or soy) product", hemp protein | 20.08 21.06 22.02 |

Commodity: maple and maple products

-  **Select this box if** the food you are responsible is **maple and maple products**. All maple and maple products are within this single commodity box. These foods may or may not be subject to standards of identity or grades set out in the *Safe Food for Canadians Regulations* and *Food and Drug Regulations*.

The foods found in the maple sub-commodity may contain other ingredients but are still recognized by the consumer as a maple product.

! **Do not select this box** for foods made from other tree species, such as birch syrup. For these products select the "Manufactured foods" commodity, "Confectionary, sweeteners, snack foods, and non-bakery desserts" sub-commodity category.

Examples of sub-commodities to be identified as maple and maple products

| Food sub-commodity | Examples | Examples of HS chapters for importing ² |
|--------------------------|---|--|
| Maple and maple products | maple syrup, maple sugar, maple butter, maple candy, maple taffy, maple jelly | 17.02 20.07 |

Commodity: meat and poultry products

✓ **Select this box if** the food you are responsible for is derived from a food animal.

! **Do not select this box** for foods derived from marine mammals, amphibians or reptiles. For these products, you should select the "Fish and seafood" category.

Sub-commodities to be identified under meat and poultry products

There are several sub-commodities of food animals which are based on the wide variety of domesticated animals and game animals used as food. The various **meat and poultry sub-commodities** include the meat derived from the animals associated with that sub-commodity, as well as any of their parts or products. This means that the meat and poultry products can be a variety of cuts, ground meat, marinated meat, or further processed into luncheon meat, sausage, broths, animal fats and oils (such as lard/shortening, tallow), meat flavours and extracts, and meat gravies and flavours.

Composite meat products include foods that are mixed with other ingredients. These foods are made up of more than 2% meat ingredients, which may trigger SFCR requirements that would not otherwise apply to the food, such as a work shift agreement.

Game animals are hunted, wild animals, for which permission is granted by a competent authority to hunt the animal for commercial use.

Farmed game animals and **farmed game birds** are food animals that are historically considered "wild" but have been raised for food production and transported to an abattoir for traditional slaughter with stunning.

Examples of sub-commodities to be identified under meat and poultry products


| Sub-commodity | Examples | Examples of HS chapters for importation ² |
|---------------|----------|--|
| | | |

| Sub-commodity | Examples | Examples of HS chapters for importation ² |
|--|--|--|
| Bovine (beef, bison and veal) | beef, bison and veal or any of their parts (such as chops, ground meat, organs, roasts, edible offal) and products such as broth, corned beef, lunch meat, meatballs, sausage | 02.01, 02.02, 02.06, 02.10 05.04 15.02, 15.17 16.01 – 16.03 |
| Caprine (goat) | goat, any of its parts (such as ground meat, roasts, edible offal) and its products such as marinated meat, sausages | 02.04, 02.06, 02.10 05.04 15.02, 15.17 16.01, 16.02 |
| Cervidae | farmed elk, deer, any of their parts (such as edible offal) and products | 02.08, 02.10 05.04 15.17 16.01, 16.02 |
| Composite meat products containing a non-meat animal origin ingredient | foods containing more than 2% meat (calculated on the basis of the cooked weight of the product) mixed with other food commodities such as vegetables and grain products; meat pies (tourtière), meat spaghetti sauce, beef stews, meat pizza (frozen or refrigerated), chicken lasagna, frozen meals containing meat; broths, flavours and extracts of meat origin | 07.05, 07.09 15.17, 15.18 16.01, 16.02 19.01, 19.02, 19.04, 19.05 20.04, 20.05 21.03, 21.04, 21.06.90 |

| Sub-commodity | Examples | Examples of HS chapters for importin <u>2</u> |
|----------------------|---|---|
| Equine | horses, asses, mules, hinnies, any of their parts (such as ground meat, steaks, roasts, edible offal) and products (such as marinated meat, sausages) | 02.05, 02.06, 02.10 05.04 15.06, 15.17, 15.18 16.01, 16.02 |
| Farmed game | farm raised game animals, such as bison, musk ox, elk, reindeer, caribou, antelope, deer, any of their parts and products | 02.01, 02.02, 02.06, 02.08, 02.10 05.04 15.17, 15.18 16.01, 16.02 |
| Farmed game bird | farm raised game birds, such as partridge, pheasant, pigeon (squab), quail, any of their parts and products | 02.08, 02.10 15.17, 15.18 16.01, 16.02 |
| Game | hunted wild game animals, such as caribou, musk ox, reindeer, any of their parts and products | 02.01 – 02.03 02.06, 02.08, 02.10 05.04 15.17, 15.18 16.01, 16.02 |

| Sub-commodity | Examples | Examples of HS chapters for importation² |
|--------------------------------|--|--|
| Ovine (Sheep, lamb and mutton) | sheep, lamb and mutton, any of its parts (such as ground meat, lamb chops, rack of lamb, roasts) and its products (such as marinated meat, sausages) | 02.04, 02.06, 02.10 05.04 15.02, 15.17, 15.18 16.01, 16.02 |
| Porcine (Pork) | any of its parts (such as chops, ground meat, ribs, roasts) and its products (such as bacon, creton, cured/dried sausage, ham, headcheese, hotdogs, and sausage), pork rinds | 02.03, 02.06, 02.09, 02.10 05.04, 05.11 15.01, 15.17, 15.18 16.01 – 16.03 |
| Poultry | chicken, cornish hen, duck, goose, guinea fowl, turkey, any of their parts (such as breast, legs, liver) and their products such as breaded chicken strips, broth, meatballs, pâté, sausage, smoked breast | 02.07, 02.10 05.04 15.01, 15.17, 15.18 16.01 – 16.03 |
| Rabbit | rabbit, hare, any of its parts (such as edible offal) and products | 02.08, 02.10 15.17, 15.18 16.01, 16.02 |
| Ratites | emu, ostrich, rhea, any of their parts (such as edible offal) and products | 02.06, 02.08, 02.10 15.01, 15.17, 15.18 16.01, 16.02 |

Commodity: processed fruits and vegetables

-  **Select this box** if the food you are responsible for is made from a fruit or vegetable that has been processed to create a refrigerated, frozen or shelf stable food. The processes applied to these foods most often are (but not limited to): cooking, freezing, drying, pickling, canning (hermitically sealed package), pureeing, or juicing.

Sub-commodities to be identified under processed fruits and vegetables

The foods found in the processed fruits or processed vegetable sub-commodities may contain a variety of other ingredients and may or may not be subject to standards of identity or grades set out in the *Safe Food for Canadians Regulations* and *Food and Drug Regulations*. Many of these foods were previously regulated by the *Processed Products Regulations*; however, similar foods made by processing fruits or vegetables that fell outside these former regulations are included within this commodity group now.

Examples of sub-commodities to be identified under processed fruits and vegetables

| Sub-commodity | Examples | Examples of HS chapters for importing ² |
|---------------|----------|--|
| | | |

| Sub-commodity | Examples | Examples of HS chapters for importing <u>2</u> |
|----------------------|--|--|
| Processed fruits | apple sauce, fruits packed in hermetically sealed packages (such as cherries, fruit cocktail, fruit salad, fruit cups, peaches, pears, plums, sliced apples, strawberries), frozen fruits, sorbet, fruit juice, concentrated fruit juice, fruit juice from concentrate, and frozen concentrated fruit juice, fruit nectars, jams, jellies, fruit spread, fruit pie filling, fruit peel, marmalade, minced meat, dried fruits, fruit leathers | 08.01, 08.03 – 08.06, 08.11 – 08.14 20.06 – 20.09 22.02.99 |

| Sub-commodity | Examples | Examples of HS chapters for importing <u>2</u> |
|----------------------|--|---|
| Processed vegetables | vegetables packed in hermetically sealed packages (such as asparagus, beans, bean sprouts, beans with pork, beets, carrots, corn, cream style onions, creamed mushrooms, green beans, peas, potatoes, ketchup, legumes, lima beans, mixed vegetables, mushrooms, pumpkin, squash, sauerkraut, spinach, sweet potatoes, tomato (crushed, diced, paste, pulp, puree, sauce, stewed), chickpeas, lentils, and wax beans), frozen vegetables (such as peas, mushrooms, onions, spinach, squash, vegetable mixes/blends), frozen herbs, french-fried potatoes, vegetable juices, vegetable juice from concentrate, concentrated vegetable juice, chutney, horseradish, sauerkraut, olives, pickles (fresh or fermented), relishes, hummus, salsa, guacamole, dried vegetables | 07.10 – 07.12, 07.14 20.01 – 20.06, 20.08, 20.09 21.03 |

Annex B – SFCR licensable activities

When applying for a Safe Food for Canadians licence (SFC licence), you will be asked to identify the activities that you conduct and for which you need a licence. It is important to select the correct activities so that your licence accurately reflects your business activities and needs.

The list of activities below reflects the activities available for selection in the SFC licence application. It is possible to do only domestic activities, or only international activities, or do both. It all depends on your business. While selecting your activities, think of other services you may require from CFIA. For example, requesting an export certificate from CFIA in order to meet the importing country's requirements would trigger the need for an SFC licence to export.

Refer to [Food business activities that require a licence under the *Safe Food for Canadians Regulations*](#) for more information on the specific activities that require a licence.

- [Licensable domestic activities](#)
 - [Preparing food for interprovincial trade](#)
 - [Preparing for food export](#)
 - [Preparing food for intraprovincial trade where provincial regulations require a federal licence](#)
 - [Slaughter of food animals for interprovincial trade](#)
 - [Slaughter of food animals for export](#)
 - [Storing and handling imported meat products for the purpose of inspection](#)
- [Licensable international activities](#)
 - [Importing food](#)
 - [Exporting food](#)

Keep in mind

For the purpose of the SFC licence application, the term "prepare" means to either:

- manufacture, process, treat, preserve
- grade

- package
- label
- store (when you want an SFC licence to store food, other than imported meat products for the purpose of inspection by CFIA)

Licensable domestic activities

Activities carried out in a **domestic establishment in Canada** where:

- food is prepared for interprovincial trade
- food is prepared for export
- food is prepared for intraprovincial trade and provincial regulations require a federal licence
- food animals are slaughtered for interprovincial trade or export; or
- imported meat is stored and handled for the purpose of inspection

Activity: preparing food for interprovincial trade

- Select this box if** the food you are preparing will be sent or conveyed to a different province.

For example, if your facility is located in Manitoba and is preparing food that is to be sent or conveyed to Ontario, select this option.

In the licence application, **prepare** means to manufacture, process, treat, preserve, grade, package or label. It also means to store if you want an SFC licence to store food or if you need one to satisfy requirements imposed by your buyers, sellers or the importing country. However, it excludes to store and handle imported meat for the purpose of inspection by CFIA since this activity is captured in the "Storing and handling imported meat products for the purpose of inspection" box below.

Activity: preparing food for export

- Select this box if** the food you are preparing in Canada will be sent or conveyed to a different country.

This is a **domestic activity** because it occurs within Canada.

If your business **prepares** a food in Canada that is destined for another country, select "**Preparing food for export**" under **Licensable Domestic Activities**.

Note: if your business in Canada also exports food, you should also select "**Exporting food**" under **Licensable International Activities**.

In the licence application, **prepare** means to manufacture, process, treat, preserve, grade, package or label. It also means to store if you want an SFC licence to store food or if you need one to satisfy requirements imposed by your buyers, sellers or the importing country. However, it excludes to store and handle imported meat for the purpose of inspection by CFIA since this activity is captured in the "Storing and handling imported meat products for the purpose of inspection" box below.

Activity: preparing food for intraprovincial trade where provincial regulations require a federal licence

- Select this box if** a provincial or territorial requirement states that you require a federal licence, even if the food you prepare does not leave the province.

You **do not need** an SFC licence to trade food within your province or to prepare food that will be sold or consumed in your province. However, you can get a licence if a provincial regulation states that you require a federal

licence.

Commodities which may have such a requirement include dairy products, eggs, fish, fresh fruit or vegetables, honey, maple products, meat products, processed egg products, and processed fruit or vegetable products.

When you apply for your licence, you will be required to name the provincial or territorial regulation or policy that requires you to obtain a licence from CFIA.

Activity: slaughter of food animals for interprovincial trade

 **Select this box if you slaughter food animals** to be sent or conveyed to a different province.

Slaughter activities include all the stages, procedures and processes conducted in the slaughter establishment during operations that directly affect the live animal prior to its death.

The SFCR defines **food animal** as a bird or mammal, other than a marine mammal, from which an edible meat product may be derived.

Note: you will need an approved work shift agreement for activities related to meat products and slaughtering food animals. Slaughter of food animals and the production of their derived meat products are activities that inherently carry more risk. Because of this, they require more regular and sustained oversight.

If you conduct these activities, you must have inspection services and a work shift agreement with the CFIA in order to qualify for an SFC licence. The document, Regulatory Requirements: Inspection services for Food

Animals and Meet Products provides an overview of the regulatory requirements for work shifts, inspection stations and minimum number of hours of inspection.

Activity: slaughter of food animals for export

 **Select this box if you slaughter food animals** in Canada for export.


Slaughter activities include all the stages, procedures and processes conducted in the slaughter establishment during operations that directly affect the live animal prior to its death.

The SFCR defines **food animal** as a bird or mammal, other than a marine mammal, from which an edible meat product may be derived.

Note: you will need an approved work shift agreement for activities related to meat products and slaughtering food animals. Slaughter of food animals and the production of their derived meat products are activities that inherently carry more risk. Because of this, they require more regular and sustained oversight.


If you conduct these activities, you must have inspection services and a work shift agreement with the CFIA in order to qualify for an SFC licence. The document, Regulatory Requirements: Inspection services for Food Animals and Meet Products provides an overview of the regulatory requirements for work shifts, inspection stations and minimum number of hours of inspection.

Activity: storing and handling imported meat products for the purpose of inspection

 **Select this box only if** you are storing and handling imported meat at your establishment specifically for the purpose of CFIA inspection to ensure the meat products meet Canadian requirements.

When meat imported into Canada requires a CFIA inspection it must be immediately delivered to an establishment where the meat product will be stored and handled by a person who holds a licence to store and handle an edible meat product in its imported condition for inspection. In general terms, this phrase refers to preparing edible meat products for inspection by CFIA.

Select this option if you are a Canadian establishment that receives meat products that have been imported into Canada and you store and handle this meat for the purpose of inspection by CFIA.

 **Do not select this box if** you are storing and handling imported meat at your establishment but you are **not having meat inspected by CFIA.**

For the full list of meat products exempt from this requirement, refer to Table 1 Understanding the meat product exceptions under section 25 of the SFCR.

Licensable international activities

Licensable international activities include:

- the import of food including food ingredients; and
- the export of food including food ingredients, where you require export documentation from CFIA such as an export certificate, a

certificate of free sale or being on an export eligibility list

You can choose to hire someone (such as a customs broker or freight forwarder) to facilitate the **import process** or **export process** by doing the paperwork, handling all transactions related to the food, or managing the shipping, however, it is the SFC licence holder who is responsible for ensuring they and the food they import or export meets Canadian requirements.

CFIA needs to deal with the SFC licence holder in the event of a recall or food safety complaint.

Activity: importing food

Select this box if you are bringing food into Canada from a foreign country.

To import a food **ingredient** for further preparation or processing **or** a **finished food** into Canada, select this option regardless of whether the food is in its final packaging.

For more information refer to [Validation of the Safe Food for Canadians licence to import](#).

If you are located outside of Canada and are importing food into Canada, you can obtain an SFC licence under limited conditions. Please refer to the [Non-Resident Importer](#) section on CFIA's website to make sure you meet these conditions.


Activity: exporting food

Select this box if you are sending food **from** Canada to a foreign

country.

Depending on the food commodity you export, the importing country may require an export certificate or other export documentation. CFIA can only issue the documentation if you have an SFC licence to export. This applies even if your sole activity is to export food as a seller or broker. It also applies if you prepared food for export and selected "Preparing food for export" under Licensable Domestic Activities.

Note: in accordance with existing procedures, meat trading companies and brokers will not need an export licence as CFIA will only issue meat export certificates to the licensed operator of the establishment.

 **Do not select this box if** the food you prepare is not exported out of Canada.

Footnotes

- 1 Food business activities that require a licence under the *Safe Food for Canadians Regulations* provides further information on the types of activities that are subject to licensing.
- 2 Note that it is possible that your food may be listed in a chapter that is not noted in the table.

Date modified:

2023-06-22



Importing food with a valid Safe Food for Canadians licence

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- [1.0 Background](#)
- [2.0 What's new for importers of manufactured foods](#)
 - [2.1 Definition of manufactured foods](#)
 - [2.2 Automatic verification of Safe Food for Canadians licences](#)
- [3.0 How to make sure you have a valid Safe Food for Canadians licence and declare it correctly when importing food](#)
 - [3.1 Confirm your licence is not expired, suspended or cancelled](#)
 - [3.2 Confirm your licence is issued for the activity "Importing Food"](#)
 - [3.3 Confirm your licence is issued for the commodities you are importing](#)
 - [3.4 Enter your licence number correctly on your import declaration](#)
- [4.0 Summary of reject messages and how to correct them](#)
- [5.0 Service standards for issuing or amending a Safe Food for Canadians licence](#)

1.0 Background

To import most foods into Canada, the *Safe Food for Canadians Act* (SFCA) and its regulations (SFCR) require that you hold a licence issued by the Canadian Food Inspection Agency (CFIA).

Since March 15, 2021, the CFIA has been using the Integrated Import Declaration (IID) to automatically verify that importers of the following commodities have a valid Safe Food for Canadians licence (SFC licence):

- dairy
- egg
- fish and seafood
- fresh fruits and vegetables
- honey and honey products
- maple and maple products
- meat and poultry products
- processed fruits and vegetables

If you import any of these commodities into Canada, you must hold a valid SFC licence and declare it correctly on your import declaration. **Your shipment will be denied entry into Canada unless import requirements are met.** Further, a non-compliance with the SFCA and/or the SFCR may result in enforcement actions, up to and including administrative monetary penalties and/or prosecution.

Refer to the CFIA's Food licences for more information on licensing. Visit Food imports for more information on requirements related to imported food.

2.0 What's new for importers of manufactured foods

2.1 Definition of manufactured foods

For licensing purposes, the manufactured foods commodity includes a variety of foods that fall under the following sub-commodities:

- alcoholic beverages
- confectionary, sweeteners, snack foods (containing or not containing nuts), non-bakery desserts
- fats and oils
- food chemicals
- grain derived foods
- infant foods
- multiple foods (such as sports nutrition, meal replacements, vegetarian pizza)
- non-alcoholic beverages
- nuts, grains, seeds
- spices, herbs, flavours, condiments, dressings
- vegan dairy substitutes
- foods not otherwise listed (such as cricket flour, yeast, simulated meat products, etc.)

Annex A – Food commodities identified in the licence application of the guidance document What to consider before applying for an SFC licence provides examples of foods that fall into each commodity and sub-commodity listed on the SFC licence application and can assist you in making sure your licence is issued for the correct commodities and sub-commodities. You can amend your licence at any time and there is no charge to do so; however, **it may take some time for the amendment to be processed**. Refer to Section 5.0 Service standards for issuing or amending an SFC licence for more information on licence processing times.

2.2 Automatic verification of Safe Food for Canadians licences

On February 12, 2024, the CFIA will begin using IID to automatically verify the SFC licences of importers of manufactured foods. This means that if you import any food commodity that requires a licence, including manufactured

foods, you must hold a valid SFC licence and declare it correctly in your import declaration, or your transaction will be rejected. If your transaction is rejected, IID will send you or your broker one or more reject messages that describe the reason(s) for the rejection and **your food shipment will be denied entry into Canada** until you correct the error(s) and re-submit your import declaration. All import requirements must be met before your shipment's import declaration can be accepted.

Keep in mind

Submit your import declaration as much in advance as possible. You can submit your electronic declaration up to 90 days before your shipment arrives at the border. If you encounter problems submitting your electronic import declaration, please contact EDI-CFIA-ACIA@inspection.gc.ca.

The CFIA does not manually issue SFC licences at the border and the process of applying for or amending an SFC licence takes time. Further, the CFIA does not prioritize licence applications or amendments that are requested in response to licensing errors. All licence-related service requests are processed in the order in which they are received. Refer to Section 5.0 Service standards for issuing or amending an SFC licence for more information on licence processing times.

If you don't have an SFC licence, visit My CFIA to access guidance on how to create a My CFIA account and party profile. If you already have a party profile, **do not create a new one**. The SFC licence application is available online through your My CFIA account.

Refer to the CFIA's Food licences page for more information licensing requirements.

Keep in mind

Before applying for your SFC licence, make sure you meet all applicable requirements under the *Food and Drugs Act* and its regulations as well as the *Safe Food for Canadians Act* and its regulations, including preventive control requirements. If you are required to prepare and implement a preventive control plan, you must do so **before** you request an SFC licence.

3.0 How to make sure you have a valid Safe Food for Canadians licence and declare it correctly when importing food

A valid SFC licence to import is:

- active (not expired, surrendered, suspended or cancelled)
- issued for the activity "Importing Food"
- issued for the commodities that are being imported

You or your broker must also enter your licence number correctly on your import declaration.

3.1 Confirm your licence is active (not expired, surrendered, suspended or cancelled)

To make sure your licence is active:

- log into your My CFIA account
- select your validated party from the drop down menu and press "Select"

- select the "Issued Permissions" tab and review the status of your licence

A status of "Issued" indicates an active SFC licence.

Note: Cancelled licences are removed from your profile.

Expired licences

If your licence is expired you can apply for a new one using your My CFIA account.

Note: If you are applying for a new licence and already have a party profile in My CFIA **do not create a new one**. Review your Party Profile information for accuracy by accessing "Manage Party" in your My CFIA Dashboard. If you're unable to make the necessary changes, you may contact the My CFIA Support Team at 1-800-442-2342.

Refer to [Section 5.0 Service standards for issuing or amending an SFC licence](#) for more information on licence processing times.

Surrendered licences

If your licence was surrendered you can contact the Profile Authority or Profile Manager responsible for your My CFIA account for more information on the status of your licence.

Suspended or cancelled licences

If your licence is suspended or cancelled you can contact your [local CFIA office](#) for more information on the actions you need to take to resume importing food.

3.2 Confirm your licence is issued for the activity "Importing Food"

To make sure your SFC licence is issued for the international activity "Importing Food":

- log into your [My CFIA](#) account
- select your validated party from the drop down menu and press "Select"
- select the "Issued Permissions" tab
- select the licence number you would like to verify
- under the "Licence Permission Detail" heading, "Declared International Activities", verify your licence is issued for the activity "Importing Food" as well as for the [commodities and sub-commodities](#) you will import with that licence

Note: You should only request a licence for commodities and sub-commodities that you will import with that licence.

You can amend your licence, free of charge, through your My CFIA account to add or remove activities from your licence profile. Refer to [How to renew or amend an issued permission](#) for more information.

Refer to [Section 5.0 Service standards for issuing or amending an SFC licence](#) for more information on licence processing times.

Attention foreign suppliers

To meet the requirements of the SFCA, your food must be brought into Canada by a person who has an SFC licence issued for "Importing Food" and for the commodities and sub-commodities they are importing.

Persons who do not have a fixed place of business in Canada and who qualify as **non-resident importers** are able to apply for an SFC licence **for importing food**. To learn more, refer to [Non-resident importers](#).

If you qualify as a non-resident importer but you also have a fixed place of business in Canada, **you must apply for your licence as an importer located in Canada.**

3.3 Confirm your licence is issued for the commodities you are importing

To make sure your SFC licence is issued for the commodities you are importing:

- review the detailed descriptions of each commodity and sub-commodity provided in [Annex A – Food commodities identified in the licence application](#) of the guidance document [What to consider before applying for an SFC licence](#)
 - It is important that you consult this document to make sure your licence was issued for the commodities you are importing. The commodity and sub-commodity titles found in the SFC licence application do not use the same definitions found within the SFCR. In most cases, these categories are broader than the regulatory definitions in the SFCR and standards of identity documents.
- log into your [My CFIA](#) account
- select your validated party from the drop down menu and press "Select"
- select the "Issued Permissions" tab
- select the licence you would like to verify
- under the "Licence Permission Detail" heading, "Declared International Activities", verify your licence was issued for activity "Importing Food" as well as the commodities and sub-commodities you will import with that licence

Note: You should only request a licence for commodities and sub-commodities that you will import with that licence.

You can amend your licence, free of charge, through your My CFIA account to add or remove commodities and sub-commodities from your licence profile. Refer to [How to renew or amend an issued permission](#) for more information.

Refer to [Section 5.0 Service standards for issuing or amending an SFC licence](#) for more information on licence processing times.

Keep in mind

You or your broker must declare the most appropriate Harmonized System (HS) code and Other Government Department (OGD) extension for the food you are importing.

Use the [Automated Import Reference System \(AIRS\)](#) to determine your food's import requirements, HS code and OGD extension.

Use the [Automated Import Reference System Verification Service](#) to validate the coding of your AIRS commodities. Using the Automated Import Reference System Verification Service minimizes the number of rejected Electronic Data Interchange (EDI) requests due to incorrect entries, or missing or invalid AIRS coding in EDI transactions.

For information regarding tariff classification of goods, refer to the Canada Border Services Agency's [Canadian customs tariff](#) page.

3.4 Enter your licence number correctly on your import declaration

You or your broker must enter your SFC licence number into the "Registration Number" field in IID **exactly as it was issued**, without any additional words, characters or spaces. The licence format is an 8 digit alpha-numeric number (for example, A12B3CD4).

4.0 Summary of reject messages and how to correct them

If you or your broker omits or incorrectly enters your SFC licence number on your import declaration, or if the licence you declare is invalid, your transaction will be rejected and IID will send you or your broker one or more reject messages that describe the reason(s) for the reject. The table below lists the possible reject messages, the possible reason(s) for the rejected transaction, and the actions you can take to correct your licensing error(s). All import requirements must be met for your shipment to be accepted.

Note: The following table only includes information on reject messages related to the declaration of an SFC licence.

| Reject message | Reason for reject | Corrective actions |
|---|---|--|
| <p>AIRS registration number is required. (893 – Safe Food Licence).</p> | <p>The Registration Number field in IID is left blank.</p> | <p>Enter your SFC licence number in the registration number field exactly as it was issued and re-submit your declaration.</p> <p>If you do not have an SFC licence, you can apply for one using your My CFIA account. Re-submit your declaration once you receive a notification that your licence was issued.</p> |
| <p>Licence number must be 8 digit alpha numeric. (A12B3CD4). Verify licence in My CFIA.</p> | <p>The licence number provided is not in the CFIA database.</p> <p>This message is received when a "Y" or "N" or any other text other than a licence number is entered in the Registration Number field in IID.</p> | <p>Enter your SFC licence number in the registration number field exactly as it was issued and re-submit your declaration.</p> <p>If you do not have an SFC licence, you can apply for one using your My CFIA account. Re-submit your declaration once you receive a notification that your licence was issued.</p> |

| Reject message | Reason for reject | Corrective actions |
|--|--|---|
| Licence number is either suspended, cancelled, or expired. Verify status in My CFIA. | The licence number entered is suspended, cancelled or expired. | <p>If your SFC licence is suspended or cancelled you can contact your <u>local CFIA office</u> for more information on the actions you need to take to resume importing food.</p> <p>If your SFC licence is expired you can apply for a new one using your existing <u>My CFIA</u> account.</p> <p>Re-submit your declaration with your new licence number once you receive a notification that your licence was issued.</p> <p>If you surrendered your SFC licence you can contact the Profile Authority or Profile Manager responsible for your My CFIA account for more information on the status of your licence.</p> |
| Licence number is not valid for importing. Verify activity in My CFIA. | When the licence number entered is not issued for the activity "Importing Food". | <p>You can either:</p> <ul style="list-style-type: none"> • <u>amend</u> your current licence using your My CFIA account to include the activity "Importing Food" on your licence profile, along with the commodities and sub-commodities you will import with that licence; or, • apply for an SFC licence to import using your <u>My CFIA</u> account <p>Re-submit your declaration once you receive a notification that your licence was issued or your amendment was accepted.</p> <p>Note: Licence amendments are free of charge. New SFC licences are subject to <u>fees</u>.</p> |

| Reject message | Reason for reject | Corrective actions |
|--|---|--|
| <p>Licence number entered does not cover food being imported. Verify licence in My CFIA.</p> | <p>When the licence number entered was not issued for the commodity that is being declared.</p> | <ul style="list-style-type: none"> • Review the detailed descriptions of each commodity and sub-commodity provided in Annex A – Food commodities identified in the licence application of the guidance document What to consider before applying for an SFC licence to make sure that your licence was issued for the correct commodity. • Review the HS code and OGD extension declared. Make sure that they are appropriate for the food you are importing. You can use the Automated Import Reference System (AIRS) to determine your food's import requirements, HS code and OGD extension. • Use the Automated Import Reference System Verification Service to validate the coding of your AIRS commodities. <p>If your current licence was not issued for the correct commodity you can either:</p> <ul style="list-style-type: none"> • amend your current licence using your My CFIA account to include the commodities and sub-commodities you will import with a that licence; or, • apply for an new SFC licence to import using your My CFIA account <p>Re-submit your declaration once you receive a notification that your licence was issued or your amendment was accepted.</p> |

| Reject message | Reason for reject | Corrective actions |
|----------------|-------------------|--|
| | | Note: Licence amendments are free of charge. New SFC licences are subject to <u>fees</u> . |

5.0 Service standards for issuing and amending a Safe Food for Canadians licence

In fairness to all clients, the CFIA's National Centre for Permissions (NCP) processes all permission applications on a first in, first out basis. For SFC licence applications and amendment requests, it may take up to 15 business days from the time of receipt of your service request for your case to be assigned to a Case Management Officer. Depending on the complexity of your file, a service request for a new SFC licence or for a licence amendment may be assigned to a CFIA inspector and take additional time to review. Such requests require pre-issuance verifications and take an average of 70 business days to process.

Note: The NCP will not respond to repeated status update requests unless their service standard has been exceeded.

You can track your permission service requests through your My CFIA account. Refer to [Understanding the status of your My CFIA service request](#) for more information.

If you have questions about your SFC licence service request you can contact the NCP at permission@inspection.gc.ca.

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