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# **BETTER TRAINING FOR SAFER FOOD PROGRAMME 2019 - 2020**

## **TRAINING COURSE ON “CONTROLS OF MOVEMENTS OF DOGS AND CATS” PHASE 2**

### **INFORMATION TO NATIONAL CONTACT POINTS**

**12 JUNE 2019**

*This training is financed by the European Commission and implemented by AETS*





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# 1. GENERAL INFORMATION ON THE TRAINING

## 1.1. Objectives

This project intends to cover the controls on import, trade-in and non-commercial movements of dogs and cats from non-EU Countries and within EU.

The training content will cover: the role of the EU-approved rabies serology laboratories, EU legislation and controls on trade-in and pet movements within the EU, EU legislation on import and on non-commercial movements of dogs and cats from non-EU Countries, the controls at Border Inspection Posts and at Traveller Points of Entry, best practices in communication and cooperation between competent authorities and other stakeholders, best practices in detecting the illegal movements.

The current legislation (EU576/2013) for non-commercial movements of pet animals will continue until 21st April 2026 when it will be incorporated into EU Regulation 2016/429, the 'Animal Health Law'. Directive 91/496 on veterinary checks from third countries and Directive 92/65 on the health requirements governing trade in and imports will be repealed by EU 2017/625 the Official Controls Regulation. This will be mentioned so that delegates are aware of the impending changes.

## 1.2. Location of the courses 2019-2020

Eight three-days training sessions (Tuesday to Friday) will be organised in four EU Member States. The four locations are:

- Malaga (Spain)
- Paris (France)
- Athens (Greece)
- Amsterdam (The Netherlands)

## 1.3. Dates of sessions

The dates for the sessions in 2019, their characteristics as well as the corresponding deadlines for applications are provided in the following table.

Datelines for applications are in general 5 weeks before the starting date of the corresponding session.

Session	Location	Date	Deadline for registration
9	Paris, France	24-27 September 2019	<b>12 July 2019</b>
10	Malaga, Spain	15-18 October 2019	<b>26 August 2019</b>
11	Athens, Greece	05-08 November 2019	<b>13 September 2019</b>
12	Malaga, Spain	03-06 December 2019	<b>18 October 2019</b>



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## 1.4. Project Management

Logistical arrangements will be handled by separate Event Managers, depending on the location of the training. However, all correspondence relevant to all the training sessions and registration of participants should be directed to the Project Manager, Mr Pietro D'Elia or the Registration Manager, Ms Niamh O'Brien at the following address:

[20169603.modc@aets-consultants.com](mailto:20169603.modc@aets-consultants.com)

## 1.5. Support provided by the project

### ➤ Travel

For each supported participant, the project will reimburse (upon provision of an original receipt from a travel agency or airline company) or will provide a return flight ticket - in economy class - using the most direct route.

For participants from third countries, the project will also reimburse visa costs upon provision of the original receipts by the participants for the incurred expenses.

Upon arrival, transfer from the airport to the hotel will be arranged by the event manager, as well as the transfer from the training site to the airport on the last day of the training.

The project also provides health and repatriation insurance for all the trainees.

### ➤ Accommodation

The project will provide full-board accommodation for supported participants for the period of the training:

- on the first day of the training: lunch (depending on the arrival time), coffee break, dinner and room charge (single occupancy)
- on day 2 and 3 of the training: full board accommodation including breakfast, 2 coffee breaks, lunch, dinner and room charge (single occupancy)
- on the 4<sup>th</sup> day of the training: breakfast, coffee break and lunch (depending on the departure time).

No *per diem* pocket money will be given to the participants.

### ➤ Training course

The following costs related to the implementation of the training course will be covered by the project:

- Access to fully equipped meeting rooms
- Stationary (notepad and pen),
- A folder including hand-outs of all the lectures,
- USB-pen containing all the training material in electronic version

## 1.6. Language of the training sessions

All the training sessions will be in English and National Contact Points (NCPs) should ensure that the proposed participants will be able to understand and interact in that language.



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## **1.7. Participants**

This training is only addressed to officials from competent authorities involved in planning or implementing relevant control activities.

Participants will be required to actively participate in the debriefing, discussions and group works. They should prepare the courses by revising the EU legislation in the sector and arrive to the training sessions with a list of questions/issues that they would like to be dealt with during the week.

All participants engage to disseminate what they have learnt in the BTSF trainings, once they will be back to their work place.



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## 2. SELECTION PROCESS

### 2.1. Invited countries

The present training programme is open to EU Member States, EFTA-EEA countries, Candidate Countries, Potential Candidate Countries and ENP countries and the expected attendance is of **240 trainees**.

The indicative number of attendees allowed per country is presented in **Annex 1** (List of invited countries). Some small changes could occur on the number of seats, following specific requests from the beneficiary countries or the European Commission.

### 2.2. Selection Criteria

The training programme is open to participants whose application was received from the BTSF National Contact Points of their country - through the selection process described hereunder.

The profiles of the applicants should respect the following criteria:

- Be officers from competent authorities designated to have competencies in the design and implementation of the controls on Movements of dogs (import, trade-in or non-commercial movements).

Therefore, Veterinarians working at Border Inspection Posts, at central level and local level are eligible. In addition, **customs' staff** responsible of the controls at the Traveller Points of Entry is also invited.

Moreover, all participants have to:

- Be in a position to disseminate the knowledge acquired during the training within the national competent authority and/or to private sector operators.
- Own proficiency in the language of the training.

Priority will be given to the applications received before the deadlines, from the countries invited in the session. However, to **ensure some flexibility in the application process and ensure that all the seats are filled, candidates from the reserve lists might be accepted in each session**.

The templates of documents to be submitted are attached in the e-mail message through which this document has been sent.

### 2.3. Process to be followed

The selection process is carried out jointly by the National Contact Point of the beneficiary country and the Project Manager indicated in section 1.4 of this document.

#### ▪ Tasks entrusted upon the NCP

The National Contact Points are basically requested to:

- a) consider the number of participants to be supported by the project at each session, according to the information provided by the Project Manager
- b) select participants complying with the above-mentioned selection criteria and request them to return a registration form<sup>1</sup> fully completed, using the templates provided;

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<sup>1</sup> Registration forms must be returned with a clear indication of the session chosen by the participant, even for applications on the reserve list



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- c) send the registration forms to the Project Manager (PM) latest by the dates indicated for the relevant training.

#### ▪ **Tasks entrusted upon the PM**

The Project Manager will verify the compliance of proposed participants with the selection criteria on the basis of the information provided in the registration form and inform the NCP accordingly if the application can be accepted. It is therefore advisable to make sure that CVs accurately reflect the adequacy of the profile of the participants with the selection criteria.

## **3. ORGANISATION OF THE TRAINING**

### **3.1. Programme of the courses**

The three-day training sessions will be organised on four days (half day, two full days, half day).

Participants will be asked to arrive on Tuesday afternoon, before 3h00 pm and leave on Friday afternoon, after 2h00 pm.

The detailed training programme is attached in **Annex 2**.

### **3.2. Technical content**

- ❖ The role of the EU-approved rabies serology laboratories;
- ❖ EU legislation and controls on trade-in and pet movements within the EU;
- ❖ EU legislation on import and on non-commercial movements of dogs and cats from Third Countries;
- ❖ The controls at Border Inspection Posts and at Traveller Points of Entry;
- ❖ Best practices in communication and cooperation between competent authorities and other stakeholders;
- ❖ Best practices in detecting the illegal movements.



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## ANNEX 1: LIST OF INVITED COUNTRIES PER SESSION

Sessions	2019			
	S.9	S.10	S.11	S.12
Dates	24-27 Sept.2018	15-18 Oct. 2019	5-8 Nov. 2019	03-06 Dec. 2019
Location	Paris, France	Malaga, Spain	Athens, Greece	Malaga, Spain
<b>Member States</b>				
1 Austria	1			1
2 Belgium	1		1	1
3 Bulgaria	2	1	2	1
4 Croatia	1	1		1
5 Cyprus	1		1	
6 Czech Republic	1	1	1	1
7 Denmark		1	1	1
8 Estonia		1		1
9 Finland		1	1	1
10 France	1	1	2	1
11 Germany	2	1	1	2
12 Greece	1		1	1
13 Hungary	1	1		1
14 Ireland	1	1		
15 Italy	1	2	1	1
16 Latvia		1		1
17 Lithuania		1	1	
18 Luxembourg				1
19 Malta	1		1	
20 Netherlands	1	1	1	1
21 Poland	1	1	2	1
22 Portugal	1		1	
23 Romania	1	1	2	1
24 Slovakia		1	1	1
25 Slovenia	1	1		1
26 Spain	1	2	1	1
27 Sweden	1	1	1	1
28 UK	1	2	1	1
<b>Candidate Countries</b>				
29 Montenegro		1		
30 North Macedonia	1			1
31 Serbia	1			
32 Turkey			1	2
33 Albania		1		
<b>TOTAL MS + CC</b>	<b>25</b>	<b>26</b>	<b>25</b>	<b>27</b>
<b>EFTA and EEA Countries</b>				
1 Norway	1	1		1
2 Switzerland				1
3 Iceland	1			
<b>TOTAL EFTA &amp; EEA</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>2</b>
<b>Potential Candidate Countries + ENP Countries</b>				
<b>Potential Candidate Countries</b>				
1 Bosnia Herzegovina		1		1
2 Kosovo	1			
<b>ENP Countries</b>				
3 Algeria			1	
4 Belarus		1		
5 Egypt	1			
6 Israël	1			
7 Moldova			2	
8 Morocco			1	
9 Russian Federation				
10 Tunisia		1	1	
11 Ukraine				
<b>TOTAL POTENTIAL CANDIDATE COUNTRIES + ENP COUNTRIES</b>	<b>3</b>	<b>3</b>	<b>5</b>	<b>1</b>
<b>GRAND TOTAL</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>





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## ANNEX 2: TRAINING PROGRAMME

DAY 1			
TIME	TITLE OF THE SESSION	TRAINING OBJECTIVE / SUBJECTS COVERED	NAME OF RESPONSIBLE TUTOR
15h30 - 15h50	General introduction of the training session	<ul style="list-style-type: none"><li>▪ Delivery of training material</li><li>▪ Welcome address</li><li>▪ Presentation of tutors and staff</li><li>▪ Presentation of participants and their expectations</li></ul>	Event Manager
15h50 - 16h05	The BTSF Program and the "Movement of dogs and cats"	To present to participants the Better Training for Safer Food Programme/European Commission update	Event Manager
16h05 - 16h20	Training of trainers	Basic notions of adult training, pedagogical tools and how to disseminate the information received. Information on the Facebook group created for this BTSF project.	Event Manager and Training Coordinator
16h20 - 16h35	Entry test	To assess the knowledge of the participants at the beginning of the course	Event Manager and Training Coordinator
16h35 - 17h00	1.1 Presentation of the programme and a brief history of the legislation	History of the legislation from 1990 onwards and how the 'four movements' come from the legislation and how the following day will take this theme on	Training Coordinator
17h00 - 17h15	1.2 Scientific background to justify the legislative measures regarding the control of <i>Echinococcus multilocularis</i> in the context of the movements of dogs and cats.	With an emphasis on how the science influenced the Regulations	Tutor 1
17h15 - 17h30	1.3 Scientific background to justify the legislative measures regarding the control of rabies in the context of the movements of dogs and cats.	With an emphasis on how the scientific knowledge of the disease has influenced the regulations. The reasons for the primo vaccination given at minimum 12 weeks, and followed by 21 day wait and 30 day wait post blood sampling.	Tutor 1
17h30 - 17h50	Coffee Break		



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DAY 1				
TIME		TITLE OF THE SESSION	TRAINING OBJECTIVE / SUBJECTS COVERED	NAME OF RESPONSIBLE TUTOR
17h50	18h20	1.4 Approved rabies serology laboratories.	Emphasis on the importance of checking serology reports with the laboratories. A short practical exercise to check serology reports using those laboratories that have a web-based system.	Tutor 1
18h20	18h30	Questions and answers		All tutors
18h30	18h40	Quiz	To assess the knowledge of the participants at the end of the day	EM and Training Coordinator
18h40	19h00	Summary session	To highlight key messages from the days presentations	Training Coordinator
19h30		Welcome Drink and Social Dinner		



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DAY 2			
TIME	TITLE OF THE SESSION	TRAINING OBJECTIVE / SUBJECTS COVERED	NAME OF RESPONSIBLE TUTOR
08h30	09h45	2.1 EU legislation relevant to intra-Union trade in and non-commercial movements of dogs and cats within the Union and the control of these movements The main presentation introducing the requirements from the legislation for movements within the Union. Emphasis on definition of the two movements covered	Tutor 2
09h45	10h00	Question and Answers	
10h00	10h15	Exercise 1 Small group practical (pairs/threes) on issues covered in the presentation	Tutor 2
10h15	10h30	Coffee Break	
10h30	11h10	2.2 EU legislation relevant to the non-commercial movements from third countries into the EU and the control of these movements through traveller's points of entry. The main requirements of the legislation are covered in the first presentation and so this presentation covers the definition of the movement and the differences	Tutor 3
11h10	11h25	Question and Answers	
11h25	11h40	Exercise 2 Small group practical (pairs/threes) on issues covered in the presentation	Tutor 3
11h40	12h00	2.3 EU legislation relevant to imports of dogs and cats from third countries and the control of these movements through Border Inspection Posts. The main requirements of the legislation are covered in the first presentation. This presentation covers the definition of imports and the differences in the legislation between imports and non-commercial movements	Tutor 3
12h00	12h10	Question and Answers	
12h10	12h30	Exercise 3 Small group practical (pairs/threes) on issues covered in the presentation	Tutor 3
12h30	14h00	Lunch	



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DAY 2			
TIME	TITLE OF THE SESSION	TRAINING OBJECTIVE / SUBJECTS COVERED	NAME OF RESPONSIBLE TUTOR
14h00	15h00	Exercise 4	All tutors
		Participants divided into four groups. Each group given a case study. The group is to work through the case study and discover the issues and provide solutions. Finally, they will present the case to the other groups	
15h00	15h30	Presentation of each of the four cases by the groups and discussion	
15h30	15h50	Coffee Break	
15h50	16h50	Exercise 5	All tutors
		The four movements. An exercise to bring together the learning from the day's presentations and practical sessions to ensure the participants understand the regulations and the controls.	
16h50	17h10	Presentation and discussion of the group's results	
17h10	17h25	Quiz	
		To assess the knowledge of the participants at the end of the day	
17h25	17h40	Summary session	Training Coordinator
		To highlight key messages from the day's presentations	
17h40	18h00	Briefing on the study visit	Training Coordinator and other tutors
		To inform the participants about the study visit of Day 3.	
19h00		Social event	



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DAY 3			
TIME	TITLE OF THE SESSION	TRAINING OBJECTIVE / SUBJECTS COVERED	NAME OF RESPONSIBLE TUTOR
08h30	Departure for the study visit	Visiting a BIP or a TPE. Participants will be divided in two smaller groups to visit the facilities of a BIP/TPE and to see the controls on import or non-commercial movements from Third Countries of dogs and cats	Training Coordinator and Tutor 4
	Coffee Break		
	Visit to "controlled" isolation where location permits or short lecture by the Head of the establishment	Practical session using a local case study/recent rabies incident and how dealt with.	
	Transfer to the hotel		
12h45	14h00	Lunch	
14h00	14h45	3.1 Tackling non-compliance Reasons for illegal movements, common modus operandi, gathering/sharing intelligence, examples from MS on tackling illegal movements, case studies, penalties and costs as a deterrence	Tutor 4
14h45	15h15	3.2 Dealing with non-compliance This starts with a single case study which highlights the issues and leads on to a discussion of how the issues are dealt with in different MS. Exploring the three options in the regulation	Tutor 4
15h15	15h30	Coffee Break	
15h30	16h15	Exercise 6 Group practical exercise on the protocols, risk management and critical factors of operating 'isolation under official control' with the intention that the participants draw up a protocol they could use in their own MS, or improve a current protocol if they already operate one.	Tutor 4
16h15	16h30	Presentation and discussion of the group's results Feedback to the group on what they have produced.	
16h30	17h00	Question and Answers	
17h00	17h15	Summary session To highlight key messages from the day's presentations	Training Coordinator
20h00		Dinner	



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DAY 4				
TIME	TITLE OF THE SESSION	TRAINING OBJECTIVE / SUBJECTS COVERED	NAME OF RESPONSIBLE TUTOR	
08h30	09h15	4.1 Best practices in communication and co-operation between competent authorities and other stakeholders, including the public	Including examples of practices from different MS on how they manage in practice. Use pre-course exercise to ensure participants bring their own examples. (E.g. Radio broadcasts for public, Spanish and Norwegian videos).	Tutor 4
09h15	09h30	4.2 SANTE Audits	A presentation on the SANTE audits to Traveller's Points of Entry highlighting their findings of concern.	Training Coordinator
09h30	10h00	Exercise 7	Role Play Exercise – scripted role play. Discussion following role play exercise.	Training Coordinator and Tutor 4
10h00	10h20	Coffee Break		
10h20	10h35	Question and Answers		
10h35	10h50	Quiz	To assess the knowledge of the participants at the end of the course	
10h50	11h10	Summary session	To highlight key messages from the whole course	Training Coordinator
11h10	11h40	Online evaluation		
11h40	12h00	Closing of the training and delivery of certificates, group photo and UBS memory stick		
12h30		Lunch and transfer to the airport		