INSTRUCTIONS FOR USE IUU Catch certificate system Information service

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1 GENERAL

The IUU information system comprises the section for use by the ELY Centre and Customs **and an information service for importers and forwarders**. With the information service, fish importers can submit the documents and catch certificate related to fish imports in an electronic form to the ELY Centre, where the documents will be stored in the official information system. Once the documents have been approved, they will also be shown in the Customs section, after which importing will be possible. The original catch certificate must still be submitted for inspection by Customs when handling the customs formalities. The Katso identification system is used for logging into the system, using sub-accounts created by the company's main user.

The approval of catch and process certificates is chargeable as of 1 January 2018: Government Decree on the Chargeable Services of ELY Centres, TE Offices and the Employment and Economic Development Office in 2018.

- The cost of approval of a catch certificate is €30 if the shipment quantity is at most 1,000 kg
- The cost of approval of a catch certificate is €50 if the shipment quantity exceeds 1,000 kg
- The cost of handling processing statement (Annex IV) €50
- The cost of handling re-export certificate €30

• The cost of handling catch certificate, re-export certificate or the processing statement is €50 if the catch certificate is supplied to the ELY Centre in a manner other than through the electronic communication system.

2 IDENTIFICATION

2.1 Katso

The users of the information service are identified with the **Katso identification service**. Katso identification is offered by the National Population Centre for businesses to identify themselves when communicating with authorities in electronic services. The identifiers, their use and related information are managed in the Katso service.

https://www.vero.fi/tietoa-verohallinnosta/yhteystiedot-ja-asiointi/asioi-verkossa/katso/

If the company seeks approval in the communication service for its own catch certificate, it is sufficient that the company's Katso main user assigns a Katso sub-account (the user ID used for logging in to the communication service) "Importer in the LIS application."

If the company acts in the communication service on behalf of another company as a forwarder, the roles become a little more complex.

In the text below, the authorising party is a company that is to be represented in the communication service:

The authorisation is done in the Katso service in three stages that require action by the authoriser, the authorised and the Katso main user.

1) in the first stage, the authoriser's main user creates an "Organisation authorisation" and provides the business ID of the authorised party as the business ID and sets the role to "Importer's forwarder in LIS application"

2) next, the main user of the authorised party receives the authorisation granted and allocates it to a Katso sub-account used by the authorised party

3) in addition to allocation, the authorised party's main user should also authorise a sub-account with the role "Forwarder in LIS application."

Katso instructions for foreign operators can be found at the link below.

https://www.vero.fi/tietoa-verohallinnosta/yhteystiedot-ja-asiointi/asioi-verkossa/katso/ulkomaiset_toimija/

In the coming years, the Katso service will be replaced with the Suomi.fi service.

2.2 Front page

As a general rule, the service is available 24/7 but the availability is not guaranteed. As a general rule, application-form approval and online application support are available during office hours.

Further information about the electronic service is provided by the National Land Survey of Finland:

Jussi Someristo: jussi.someristo@maanmittauslaitos.fi

Tuija Kankaanpää: tuija.kankaanpaa@maanmittauslaitos.fi

For most reliable operation, use Firefox or Chrome with the service.

The LIS information service can be started with the link below:

https://lis-hakemukset.mmm.fi/

Additional information on the legislation on and administration of fish imported from third countries can be found with the front page link <u>Additional service information</u>. The link points to the page <u>http://mmm.fi/lis-kalastus</u>

On the front page of the service, navigate to the LIS application in Finnish and Swedish with the Katso - organisaatiotunnistus and Katso - autentisering av organisationer links, respectively.

2.3 Logging in

🗧 🛈 🔒 https://htesti.katso.tunnistus.fi/uas/authn/*/view?_id=07fd	c5536-8b88-4831-8656-67d27bef1296&entityID=urn%3Auuid%3A5bf5923f-b779-4e	94-a27d-f0e015 C Q Haku	☆自↓	n V	😵 🔳
Suon	neksi <u>På svenska In English</u>	Poistu			
	Tervetuloa	Tunnistautuminen			
Kaytta	imäsi palvelu vaatii sähköisen tunnistautumisen.	Syötä käyttäjätunnus ja kiinteä salasana.			
		Käyttäjätunnus: cf7ga3			
	Ohjeet	Kiinteä salasana:			
Voit ta tunnist	rrvittaessa perustaa Katso-tunnisteen tai avata lukitun teen Katso-palvelussa:	Kirjaudu			
https://	//yritys.tunnistus.fi	Nijadad			

The user can select the language in which to view the application service at the top of the page. The language options are Finnish, Swedish and English, but **the service itself is available only in Finnish and Swedish**.

To log into the service, enter the Katso user ID (sub-account) and fixed password in their respective fields and click Sign In.

The Help section of the page has a link to <u>https://yritys.tunnistus.fi</u>, which takes the user to the Katso service. In the service, it is possible to create a Katso account or unlock a locked account.

To exit the login view, click Cancel.

2.4 Changing the password

 Suomeksi <u>På svenska In English</u>	Poistu
Ohjeet	Kiinteä salasana vanhenemassa
Sinut on tunnistettu, mutta kiinteä salasanasi vanhenee pian. Sinulla on nyt mahdollisuus vaihtaa salasanasi tai jatkaa suoraan palveluun vaihtamatta salasanaa. Uusi salasana tulee antaa kahteen kertaan. Katso-tunnisteen kiinteä salasana on 8- 1024 merkkiä pitka. Salasanassa tulee olla isoja kirjaimia, pieniä kirjaimia ja numeroita. Salasana voi sisältää myös erikoismerkkejä.	Kiinteä salasana hyväksyttiin, mutta se vanhenee pian. Vaihda salasana tai jatka palveluun vaihtamatta salasanaa. Uusi kiinteä salasana: Vahvistus:
	Edellinen Vaihda salasana Jatka vaihtamatta salasanaa

If the password is about to expire, the user is automatically taken from the login view to the password change view, and the application will prompt the user to change the fixed password. When changing the password, the user must supply the selected new password in the **Uusi kiinteä salasana** field and confirm it by retyping it in the **Vahvistus** field. Instructions for changing the password can be found on screen in the Ohjeet section.

At the user's discretion, it is also possible to proceed to the application without changing the password. To do this, click <u>Jatka vaihtamatta salasanaa</u>.

3 MAIN INFORMATION SERVICE VIEW

U	Elinkeino-, Liikenne- ja Ympäristökeskus -Suomen Ely-kesku				et naista tuotavalle kala Lisätietoa palvelu		katso-cf7ga3@liska U Kirjaudu ulos v.2
	nakemus Uusi akemukset	Annex IV	Kä	sitellyt hal	kemukset		
Tila Päivämi	äärä Saalistodistuksen numero	Viite	Tila	Jätetty	LIS-numero	Saalistodistuksen numero	Viite
01.03.20	18 123testi	testi123	0	31.01.2018	LIS-01-31012018-14021	testi31012018	testi31012018
01.03.20	18 meta2testi	testi	0	05.01.2018	LIS-01-05012018-14011	123/meta2	Metatestiä
01.03.20	18 test2	01032018/2	0	05.01.2018	LIS-01-05012018-14014	98755188	testi
A 01.03.20	18 test1	01032018/1	0	19.12.2017	LIS-01-19122017-14009	1234/testi	testitapaus
A 01.03.20	18 test	01032018	0	13.12.2017	LIS-01-13122017-14005	777xxx	testiä
⚠ 05.02.20	18 123testi	testi123	0	13.12.2017	LIS-01-13122017-14006	testi/13122017	testi1312017
A 22.01.20	18 123/testi	Hänvisning123	0	13.12.2017	LIS-01-12122017-14000	5487/testi	testi12022017
05.01.20	18 Annex IV	jijeijerjer	0	13.12.2017	LIS-01-12122017-14002	123456/testi	11.12.2017
05.01.20	18 Annex IV	testi12022017	0	12.12.2017	LIS-01-12122017-14003	666xxx	testiä pukkaa
13.12.20	17 666xxx	saalistodistuksense	0	12.12.2017	LIS-01-12122017-14001	8888811022017	testi11022017
12.12.20	17 Annex IV	0225854887847					
11.12.20	17 Annex IV	testi 👻					
4		•	4				•
	1 Sivu 1 / 1 -	► 🕨 Rivit 1 - 13 / 1			14 Si	ivu 1 / 1 🔤 🖬	Rivit 1 - 10 / 10

After a successful login, the user is taken to the main view of the service. The top bar link <u>Lisätietoja</u> <u>palvelusta</u> takes the user to the page <u>http://mmm.fi/lis-kalastus</u>, which provides additional information on the legislation on and administration of fish imported from third countries.

With the Kirjaudu ulos link, the user is logged out of the information service.

In the view, it is possible to create and submit for processing **new applications and new Annex IV applications**, **to browse and/or process open applications** and **to browse processed applications**.

3.1 Creating a new application

With the **Uusi hakemus** button, the user can create a new **LIS application**, and with the **Uusi Annex IV** button a new **Annex IV application**, respectively.

3.1.1 New LIS application (uusi LIS-hakemus)

Elinkeino-, Liikenne- ja Ympäristökeskus Varsinais-Suomen Ely-keskus	LIS-hakemukset Tuontihakemukset kolmansista maista tuotavalle kalalle Lisätietoa palvelusta	katso-cf7ga3@liskatso 신 Kirjaudu ulos v.2.0.4
«Etusivu		
Maahantuojan tiedot		
Maahantuoja	Aurora Safaris Oy [Mitpa Katso-testaus]	
Email	pekka.peloton@s-posti.com	
	Anna ne sähköpostiosoitteet, joihin haluat ELY-keskuksen lähettävän tiedon hakemuksen hyväksymisestä.Sähköpostiosoitteet erotetaan toisistaan pilkulla.	
Saalistodistuksen tiedot	Huolitsija maksaa todistuksen käsittelykulut	

Importer's data (maahantuojan tiedot)

Importer (maahantuoja)

- When the importer is filing LIS applications themselves, the Maahantuoja field will automatically contain the importer's data.
- If the party filing the application is a forwarding agency that one or more importers have authorised to file applications, the forwarder can select the importer in the drop-down menu to file the application for.

E-mail

- As a general rule, the **e-mail addresses specific to each application** are saved in the e-mail field, separated with commas, to which information is to be sent regarding the progress of the application.
- E-mail addresses which are feed in application are saved in the IUU catch certificate system and they are as default settings in the new applications.

Checkbox - huolitsija maksaa todistuksen käsittelykulut

In case if user is a forwarding agency and there are agreement with importer the checkbox can be checked and handling expenses of catch certifications from ELY Centre are invoiced to forwarding agency instead of importer. This checkbox is intended for forwarding agency.

aalistodistuksen tiedot	
Saalistodistuksen maa	Valitse
Viejä	Valitse
Kalalaji	CN-koodi Määrä (kg)
Valitse	Valitse Valitse
🔲 Kalalaji	N-koodi Määrä (kg)
Kalastusalus	
Valitse	Lisää Poista
Kalastusalus Ilmoituksessa lisäksi tallentamattomia k	alastusaluksia
Saalistodistuksen numero	
Viite	
Arvioitu saapumispäivä	
Liitteet	Valitse tiedosto
Peruuta Tallenna ke	skeneräisenä

Catch certificate information (saalistodistuksen tiedot)

Catch certificate country (saalistodistuksen maa)

- In the drop-down menu, select the country of the catch certificate (saalistodistuksen maa).
 - If the desired value is not available, ask the ELY Centre to add the value to the application, after which it can be selected.

Exporter (viejä)

- In the drop-down menu, select the exporter (viejä).
 - If the desired value is not available, ask the ELY Centre to add the value to the application, after which it can be selected.

Fish species (kalalaji)

- In the drop-down menu, select the fish species (kalalaji).
 - If the desired value is not available, ask the ELY Centre to add the value to the application, after which it can be selected.

CN code (CN-koodi)

- In the drop-down menu, select the CN code (CN-koodi).
 - If the desired value is not available, ask the ELY Centre to add the value to the application, after which it can be selected. The CN code must be stated with an accuracy of at least 6 characters.

Amount (kg) (määrä (kg))

• Enter the amount (määrä) of the fish (can be given with an accuracy of 3 decimals).

With the **Lisää** button, it is possible to add a fish-species-specific amount in the LIS application. It is possible to enter several fish-species-specific rows in the same application.

If one or more fish-species-specific rows are to be removed from the application, check the box at the left end of the row and then click **Poista**.

If the amount is to be rectified after adding the row, the entire row must be removed and the row must be recreated for that fish species.

Vessel (kalastusalus)

• In the drop-down menu, select the fishing vessel (kalastusalus).

With the **Lisää** button, it is possible to add a fishing vessel in the LIS application. It is possible to enter several vessels in the same application. In some cases, the value **PUUTTUU** can be selected in the drop-down menu if the vessel cannot be selected from the list.

If one or more vessels are to be removed from the application, check the box at the left end of the row and then click **Poista**.

Also unsaved vessels in the report (ilmoituksessa lisäksi tallentamattomia kalastusaluksia)

 If all vessels related to the catch certificate are not recorded in the application, check this checkbox. The checkbox can be checked if at least 5 vessels have been entered in the application.

Catch certificate number (saalistodistuksen numero)

• Enter the catch certificate number (saalistodistuksen numero).

Reference (viite)

• Enter the application reference (viite).

Estimated date of arrival (arvioitu saapumispäivä)

• Select the **estimated date of arrival (arvioitu saapumispäivä)** of the fish batch in the calendar component.

Appendices

- The catch certificates related to the application are attached to the application as PDF files.
 - To retrieve an attachment, click Selaa.
 - With the Lisää button, it is possible to add the selected certificate to the application.
- If an added certificate is to be removed, click the I symbol shown after its name.

The Peruuta button exits the application filing view and discards any changes made.

The **Tallenna keskeneräisenä** button saves the application as a draft and allows for continuing with it later. Required information elements are **Maahantuoja and Viejä**.

- If saving was successful, a message is shown at the top of the view, "Hakemuksen tallennus onnistui."
- If required information is missing, the information will be marked with the Θ symbol. Fill in the required fields and try to save the application again.

The **Lähetä hakemus** button sends the LIS application to the authority for processing at the ELY Centre. Required information elements are all elements except for the Viite element.

- If sending was successful, a message is shown at the top of the view, "Hakemuksen lähetys onnistui."
- If required information is missing, the information will be marked with the Θ symbol. Fill in the required fields and try to send the application again.

Applications that were successfully saved as drafts and sent applications can be found in the open applications (avoimet hakemukset) list in the main view of the information service.

3.1.2 New Annex IV application (uusi Annex IV hakemus)

A processing statement, ie Annex IV, is required when the catches of the catch certificate have been processed in a State other than the flag State of the fishing vessel.

Elinkeino-, Liikenne- ja Ympäristökeskus Varsinais-Suomen Ely-keskus	LIS-hakemukset Tuontihakemukset kolmansista maista tuotavalle kalalle Lisätietoa palvelusta	katso-cf7ga3@liskatso ᠿ Kirjaudu ulos v.2.0.
«Etusivu		
Maahantuojan tiedot		
<mark>M</mark> aahantuoja	Aurora Safaris Oy [Mitpa Katso-testaus]	
Email	pekka.peloton@s-posti.com	
	Anna ne sähköpostiosoitteet, joihin haluat ELY-keskuksen lähettävän tiedon hakemuksen hyväksymisestä.Sähköpostiosoitteet erotetaan toisistaan pilkulla.	
	Huolitsija maksaa todistuksen käsittelykulut	
Annex IV tiedot		
Prosessimaa	Valitse	
Prosessointilaitos	Valitse	
Viite		
Arvioitu saapumispäivä		

Importer's data (maahantuojan tiedot)

Importer (maahantuoja)

 When the importer is filing Annex IV applications themselves, the Maahantuoja field will automatically contain the importer's data. • If the party filing the application is a forwarding agency that one or more importers have authorised to file applications, the forwarder can select the importer in the drop-down menu to file the application for.

E-mail

- As a general rule, the e-mail addresses specific to each application are saved in the e-mail field, separated with commas, to which information is to be sent regarding the progress of the application.
- Hakemukselle syötetyt sähköpostiosoitteet tallentuvat hakemuspalveluun maahantuojakohtaisesti. Kun tehdään uusi hakemus, niin edelliselle saman maahantuojan hakemukselle kirjatut sähköpostiosoitteet tulevat uudelle hakemukselle oletuksena, joita voi tarvittaessa päivittää.

Checkbox - huolitsija maksaa todistuksen käsittelykulut

 Hakemuksen tekijä merkitsee rastin checkboxiin siinä tapauksessa, kun saalistodistuksen käsittelykuluista aiheutuva lasku halutaan ohjautuvan huolitsijalle. Checkbox on tarkoitettu huolintaliikkeiden käyttöön.

Annex IV data (Annex IV tiedot)

Process country (prosessimaa)

- In the drop-down menu, select the process country (prosessimaa).
 - If the desired country is not available, ask the ELY Centre to add the country to the application, after which it can be selected.

Processing body (prosessointilaitos)

- In the drop-down menu, select the processing body (prosessilaitos).
 - If the desired body is not available, ask the ELY Centre to add the body to the application, after which it can be selected.

Reference (viite)

• Enter the application reference (viite).

Estimated date of arrival (arvioitu saapumispäivä)

• Select the **estimated date of arrival (arvioitu saapumispäivä)** of the fish batch in the calendar component.

	Tera casari		
Saalistodistuksen maa	Valitse		•
Viejä	Valitse		•
Kalalaji	CN-koodi	Määrä (kg)	
Valitse	▼ Valitse ▼		Lisää
			Poista
🔲 Kalalaji (CN-koodi Määrä (kg)		
Kalastusalus Valitse Kalastusalus	▼ alastusaluksia	Lisää Poista	
Saalistodistuksen numero			
Liitteet	Valitse tiedosto Ei valitt	ua tiedostoa	Lisää liite
Peruuta Tallenna ke	skeneräisenä	Lisää saalistodistus	Lähetä hakemus

Catch certificate information/1 (saalistodistuksen tiedot/1)

Catch certificate country (saalistodistuksen maa)

- In the drop-down menu, select the country of the catch certificate (saalistodistuksen maa).
 - If the desired country is not available, ask the ELY Centre to add the country to the application, after which it can be selected.

Exporter (viejä)

- In the drop-down menu, select the exporter (viejä).
 - If the desired exporter is not available, ask the ELY Centre to add the exporter to the application, after which it can be selected.

Fish species (kalalaji)

- In the drop-down menu, select the fish species (kalalaji).
 - If the desired species is not available, ask the ELY Centre to add the species to the application, after which it can be selected.

CN code (CN-koodi)

- In the drop-down menu, select the CN code (CN-koodi).
 - If the desired code is not available, ask the ELY Centre to add the code to the application, after which it can be selected.

Amount (kg) (määrä (kg))

• Enter the weight (määrä) of the fish (can be given with an accuracy of 3 decimals).

With the **Lisää** button, it is possible to add a fish-species-specific weight in the Annex IV application. It is possible to enter several fish-species-specific weight rows in the same application.

If one or more fish-species-specific rows are to be removed from the application, check the box at the left end of the row and then click **Poista**.

Vessel (kalastusalus)

• In the drop-down menu, select the fishing vessel (kalastusalus).

With the **Lisää** button, it is possible to add a fishing vessel in the Annex IV application. It is possible to enter several vessels in the same application. In some cases, the value **PUUTTUU** can be selected in the drop-down menu if the vessel cannot be selected from the list.

If one or more vessels are to be removed from the application, check the box at the left end of the row and then click **Poista**.

☐ Also unsaved vessels in the report (ilmoituksessa lisäksi tallentamattomia kalastusaluksia)

 If all vessels related to the catch certificate are not recorded in the application, check this checkbox. The checkbox can be checked if at least 5 vessels have been entered in the application.

Catch certificate number (saalistodistuksen numero)

• Enter the catch certificate number (saalistodistuksen numero).

Reference (viite)

• Enter the application reference (viite).

Appendices

- The catch certificates related to the application are attached to the application as PDF files.
 - To retrieve an attachment, click **Selaa**.
 - With the Lisää button, it is possible to add the selected certificate to the application.
- If an added certificate is to be removed, click the I symbol shown after its name.

The **Peruuta** button exits the application filing view and discards any changes made.

The **Tallenna keskeneräisenä** button saves the application as a draft and allows for continuing with it later. Required information elements are **Maahantuoja and Viejä**.

- If saving was successful, a message is shown at the top of the view, "Hakemuksen tallennus onnistui."
- If required information is missing, the information will be marked with the 9 symbol. Fill in the required fields and try to save the application again.

The **Lisää saalistodistus** button allows new catch certificates to be added to an Annex IV application. The new catch certificates are numbered, such as Catch certificate data/2, Catch certificate data/3 etc.

The **Lähetä hakemus** button sends the Annex IV application for processing at the ELY Centre. Required information elements are all elements except for the Viite element.

- If sending was successful, a message is shown at the top of the view, "Hakemuksen lähetys onnistui."
- If required information is missing, the information will be marked with the 😉 symbol. Fill in the required fields and try to send the application again.

Applications that were successfully saved as drafts and sent applications can be found in the open applications (avoimet hakemukset) list in the main view of the information service.

3.2 Browsing applications

3.2.1 Open applications (avoimet hakemukset)

Under the **Open applications (avoimet hakemukset)** heading, there is a list of all applications filed by importers that the ELY Centre has not yet accepted or rejected. The user can select the applications in the list with the scroll bar and the page selector at the bottom of the list.

The following data are shown for open applications: Status (tila), date (päivämäärä), catch certificate number (saalistodistuksen numero) and application reference (hakemuksen viite). To display a verbal description of the status of the application, hover the mouse over the status symbol.

Application statuses:

= Application being processed (hakemus käsittelyssä) + application ID

- The application has been sent to the ELY Centre for processing.
- When the ELY Centre has accepted or rejected the application, it will be moved under the **Käsitellyt hakemukset** heading.
- A = Application returned for rectification (hakemus palautettu korjattavaksi) + application ID
 - If something is found in an application sent for approval by the ELY Centre that needs to be corrected, it can be returned to the sender for adjustment. A request for the rectification will also be e-mailed to the addresses provided in the application.
 - The application to be rectified can be opened by double-clicking its row. Above the application data, there is a section **Viranomaisen lähettämä viesti**, which displays the corrections required in the application.
 - After the corrections, the application can be resubmitted to the ELY Centre with the Lähetä hakemus button or saved as a draft with the Tallenna keskeneräisenä button and then sent later.

Elinkeino-, Liikenne- ja Ympäristökeskus Varsinais-Suomen Ely-keskus	LIS-hakemukset Tuontihakemukset kolmansista maista tuotavalle kalalle Lisätietoa palvelusta	katso-cf7ga3@liskatso ᠿ Kirjaudu ulos v.2.0.3
«Etusivu		
Viranomaisen lähettämä viesti	korjattavaksi	

Application requires response to a request from the authority (hakemus vaatii vastinetta viranomaiseen selvityspyyntöön) + application ID

- A response from the sender of an application can be required. A request for the response will also be e-mailed to the addresses provided in the application.
- The application that requires a response can be opened by double-clicking its application row. To the left of the application data, under **Lisätietopyyntö**, there is a message from the authority describing the additional details required.
- Fill in the response in the **Vastaus** section and return the application to the ELY Centre for processing with the **Lähetä vastaus** button.

Hakemuksen tapahtumat	Maahantuojan tiedot	
Päivämäärä Tapahtuma 01.03.2018 Hakemus palautettu vastineen antamista varten 01.03.2018 Hakemus otettu käsittelyyn	Maahantuoja	Aurora Safaris Oy [Mitpa Katso-testaus]
01.03.2018 Hakemus lähetetty käsittelyyn 01.03.2018 Uusi hakemus	Saalistodistuksen tiedot	
	Saalistodistuksen maa	Bolivia
	Viejä	Arica Vessel, LLC-F/T Arica 🔹
14 +# Sivu 1 / 1 5+ 51 Rivit 1 - 4	Catfish (Anarhichas lupus)	CN-koodi Määrä (kg) 0301 99 85 1:
	Kalastusalus S.Chainavy 24 (210915534)	,
Viranomaisen lähettämä viesti testiä	limoituksessa lisäksi tallentamattomia kalastusaluksi	ia
	LIS-numero	LIS-01-01032018-14023
	Saalistodistuksen numero	test
	Arvioitu saapumispäivä	23.03.2018
Vastaus	Viite	01032018
		Liite_20180301_111247.pdf
	Päivittänyt:K_katso- cf7ga3@liskatso 01.03.2018 11:15:27	
	Lähetä vastaus	

S = Application saved (hakemus tallennettu) + application ID

- The processing of the saved applications can be continued and they can be sent to the ELY Centre for approval.
- The application is opened on the screen by double-clicking it.

3.2.2 Processed applications (käsitellyt hakemukset)

Under the **Processed application (käsitellyt hakemukset)** heading, there is a list of all applications filed by importers that the ELY Centre has already accepted or rejected. The user can select the applications in the list with the scroll bar and the page selector at the bottom of the list.

The following data are shown for processed applications: Status (tila), submitted date (jätetty päivämäärä), LIS number (the number assigned by the ELY Centre to the application) (LIS-numero), catch certificate number (saalistodistuksen numero) and application reference (hakemuksen viite). To display a verbal description of the status of the application, hover the mouse over the status symbol.

= application accepted

= application rejected

The application is opened on the screen by double-clicking it.

4 LOGGING OUT

Var	Elinkeino-, Liikenne-ja Ympäristökeskus arsinais-Suomen Ely-keskus						ن Kirjaudu ulos v.2.0.3	
Av	Uusi ha oimet hake		Annex IV	Kä	sitellyt hal	temukset		
Tila	Päivämäärä	a Saalistodistuksen numero	Viite	Tila	Jätetty	LIS-numero	Saalistodistuksen numero	Viite
1	01.03.2018	123testi	testi123	0	31.01.2018	LIS-01-31012018-14021	testi31012018	testi31012018
10	01.03.2018	meta2testi	testi	0	05.01.2018	LIS-01-05012018-14011	123/meta2	Metatestiä
7	01.03.2018	test2	01032018/2	0	05.01.2018	LIS-01-05012018-14014	98755188	testi
	01.03.2018	test1	01032018/1	0	19.12.2017	LIS-01-19122017-14009	1234/testi	testitapaus
	01.03.2018	test	01032018	0	13.12.2017	LIS-01-13122017-14005	777xxx	testiä
	05.02.2018	123testi	testi123	0	13.12.2017	LIS-01-13122017-14006	testi/13122017	testi1312017
	22.01.2018	123/testi	Hänvisning123	0	13.12.2017	LIS-01-12122017-14000	5487/testi	testi12022017
6	05.01.2018	Annex IV	jijeijerjer	0	13.12.2017	LIS-01-12122017-14002	123456/testi	11.12.2017
6	05.01.2018	Annex IV	testi12022017	0	12.12.2017	LIS-01-12122017-14003	666xxx	testiä pukkaa
6	13.12.2017	666xxx	saalistodistuksense	0	12.12.2017	LIS-01-12122017-14001	8888811022017	testi11022017
6	12.12.2017	Annex IV	0225854887847					
0	11.12.2017	Annex IV	testi 🗸					
×			•					•
		14	Rivit 1 - 13 / 1			ia ia Si	vu 1 / 1 🛼 🖦	Rivit 1 - 10 / 10

To log out of the service, click Kirjaudu ulos.

5 CONTACT INFORMATION

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