



Batch Submission of Certificate Requests

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Batch Submission replaces Batch Filing in ePhyto.

The file to be submitted must conform to the ePhyto submission xml schema. The schema can be provided by MPI Plant Exports upon request. Please be aware that a number of fields are now “drop-down” fields, i.e. they only allow a specific list of input values. The batch submission xml file must only include values from these lists. Validation and error messages are provided if the submitted values are incorrect. The reference data can be provided by MPI Plant Exports upon request.

To submit a file containing certificate requests, choose “Certificate Management”, and select “Batch Submission”



This will take you to the Batch Submission screen. Clicking on “Browse” will bring up a file management box where you can navigate to and select the file you want to submit.



Once you have selected the file you want to submit, click “Submit”. This will process the data in the file into certificate requests and automatically submit them. You will not be able to modify any of the certificate requests unless they are put into the status of incomplete by your IVA.



Validation errors will be displayed in red under the “Batch Submission” Heading. Detailed validation and error messages can only be provided on the basis of a valid xml message, i.e. one that adheres to the schema. Please use the provided ePhyto xml schema to ensure that your batch file is a valid xml file before you submit it.