



**COLEGIUL MEDICILOR VETERINARI**  
**BIROUL EXECUTIV**  
Splaiul Independenței 105, sector 5, Cod 050097, BUCUREȘTI  
Telefon 021-319.45.04; Fax 021-319.45.05; www.cmvro.ro  
E-mail: [office@cmvro.ro](mailto:office@cmvro.ro)  
Operator de date cu caracter personal nr. 21554/2011



Having regard to the provisions of Law no. 160/1998 on the organization and practising of the veterinarian profession, republished, with the subsequent amendments and completions, and art. 60 and 61 of the Statute of veterinarian,

Under art 17, lit. n) and p) of Rules of Organization and Functioning of the College of Romanian Veterinarians,

Taking into account the provisions of art. 2 paragraph (3) of the Government Decision no. 860/2004 regarding the recognition of the veterinarian qualification and the regulation of various aspects regarding the practising of the veterinarian profession, with the subsequent amendments and completions,

The National Council of the College of Romanian Veterinarians has adopted:

**DECISION NO. 86 of 28 January 2019**

**for the approval of the Procedure for the issuance of the temporary Certificate of Compliance**

**Art. 1** The Procedure for the issuance of the temporary Certificate of Compliance, provided in the Annex which forms an integral part of this Decision, is approved.

**Art. 2** Annexes no. 1-4 forms an integral part of this Decision.

**Art. 3** The National Council of the College of Romanian Veterinarians has unanimously adopted this Decision, today 28 January 2019, and the present Decision shall enter into force on 01 February 2019.

**The President**  
**of the College of Romanian Veterinarians**

**Assoc. Prof. Viorel ANDRONIE, PhD**



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*Annex*

## The procedure for the issuance of the temporary Certificate of Compliance

### The indicator of editions and revisions

Curt. No.	Page	Title	Description of the modification	Date/Revision	Obs.
1.					
2.					
3.					

	Drafted	Verified	Approved
Last name and first name:			
Position:			
Date:			
Signature:			

## **1. General provisions**

The present procedure provides the method for the issuance of the temporary Certificate of Compliance, to ensure a regulated framework for the verification of documents submitted by veterinarians holders of an evidence of formal qualification in the veterinarian profession achieved in Romania, who want to practise the profession in the Member States of the European Union for the issuance of the aforementioned certificate and record-keeping and monitoring the issued documents.

The College of Romanian Veterinarians, as a competent authority for the profession of the veterinarian, issues Certificates of Compliance for professional purposes, to recognize in the member States of the European Union the evidence of formal qualification in the veterinarian profession, issued by accredited higher education institutions from Romania.

The temporary Certificate of Compliance is the document issued by the College of Romanian Veterinarians for recognition the evidence of qualifications as veterinarian certified by the Graduation Certificate of the Faculty, for the duration of the validity of this certificate, for professional purposes.

The Certificate of Compliance should be issued to applicants, Romanian or foreign nationals, graduates of Romanian accredited veterinary faculties, Romanian or foreign language sections, who want to practise the profession in the Member States of the European Union, the European Economic Area and the Swiss Confederation, regardless whether or not they are members of the College of Romanian Veterinarians.

The temporary Certificate of Compliance have the same period of validity as the Graduation Certificate (one year after the date of issuance).

After its expiry, the procedure for obtaining the permanent Certificate of Conformity may be continued by completing the file with a notarized copy of the Bachelor Diploma and a Xerox copy of the Diploma Supplement, accompanied by a standard application for issuing (Annex No 4).

For the issue of the Certificate of Compliance, provided that a temporary Certificate has previously been issued, the issue fee shall be 50 % of the initial fee.

## **2. Reference documents**

- Law no. 160/1998 on organization and exercise of the veterinarian profession, republished, with the subsequent amendments and completions;
- Government Decision no. 860/2004 regarding the recognition of the veterinarian qualification and the regulation of various aspects regarding the practising of the veterinarian profession;
- Government Decision no. 79/2008 on the amendment and completion of the Government Decision no. 860/2004 regarding the recognition of the veterinarian qualification and the regulation of various aspects regarding the practising of the veterinarian profession;
- Statute of Romanian Veterinarian published in the Official Gazette of Romania no. 148 of 28 February 2017;

- Rules of Organization and Functioning of the College of Romanian Veterinarians published in the Official Gazette of Romania no. 148 of 28 February 2017;
- Government Decision 469/2015 on approval of minimum criteria for authorization and accreditation of study programs on Medicine, Dental medicine, Pharmacy, Nursing, Midwives, Veterinary medicine and Architecture;
- Government Decision no. 890/2008 on the titles of qualifications and awards granted to graduates of Bachelor higher education studies;
- OMECT nr. 5289/2008 on the Diploma Supplement;
- OMECT nr. 5703/2011 on Implementation of the National Qualifications Framework in Higher Education.

### **3. Required documents**

To issue the temporary Certificate of Compliance, are required the following documents:

- a) A standard application, requesting the issuance of the temporary Certificate of Compliance, completed, dated and signed by the applicant (Annex no. 1) - with all fields completed correctly and legibly;
- b) The Certificate of compliance, issued by the issuing institution of the Graduation Certificate – in original form (Annex no. 2);
- c) The Graduation Certificate of Faculty - certified copy “Certified as original” by the issuing University;
- d) A document attesting the legal name change from identity document vs. educational documents (marriage certificate, divorce certificate, etc.), if applicable – copy;
- e) The proof of payment of the fee for issuing the Certificate (150 lei, respectively 225 lei in case of requesting the issuance of the certificate in an emergency regime).

### **4. Submission and registration of documents**

The documents mentioned in point 3 can be submitted personally, by post or by courier services at Executive Board office of the National Council of College of Romanian Veterinarians, 105 Independentei Street, Sector 5, Bucharest, postal code 050097.

The documents can also be transmitted through the Point of Single Contact (PSC). In this case, the application for issuance should bear the applicant’s electronic signature, and the rest of the documents, bearing the mention „in conformity with the original” and the holographic signature of the applicant, should be scanned and attached to the application. The fee for issuing can be paid via the One Stop Shop.

Upon receipt of each file, the application for issuing the Certificate should be recorded in the entry-exit Registry by the Secretariat of the College of Romanian Veterinarians.

### **5. Analysing of the file and documents issuing**

Verification of the documents submitted, analysis of compliance with the requirements of form and content, and the preparation of the certificates should be carried out within the Department of professional recognition.

If the documentation transmitted is incomplete, the application is not completed correctly or the documents are not compliant, the applicant should be informed to remedy the errors found. In this case, time limit for the issue should be extended properly from the date of filing the file.

Following the verifications, additional information and documents can be requested from the applicant, from the issuing institutions of the submitted documents and from other competent authorities in the field.

If the documentation transmitted complies with the formal and content requirements provided by the legal regulations in force and by the present procedure, the requested documents will be issued.

The temporary Certificate of Compliance (Annex no. 3) should be issued in Romanian and English languages, in a single original exemplar, which was mentioned the date of issue and the registration number of the document. A Xerox copy of the documents issued in Romanian should be kept in the applicant's file.

The temporary Certificate of Compliance is signed by the President of the Executive Board of the National Council of College of Romanian Veterinarians and should bear the stamp of the Executive Board of the National Council of College of Romanian Veterinarians.

The documents issued are delivered personally to the applicant, based on the signature, from the Executive Board office of the National Council of College of Romanian Veterinarians, or to his representative, empowered by a special notary power of attorney.

On request, the documents can be sent by courier service with payment upon reaching destination to another correspondence address indicated in writing by the applicant. In these situations, the applicant assumes any possible incidents that may occur during the delivery process (delays, wandering of the mail, etc.).

## **6. Processing time limit**

The processing time limit is no more than 30 days from the date registration of request to the Executive Board office of the National Council of College of Romanian Veterinarians.

Where missing documents or their non-compliance is found, the 30-day deadline should be properly extended from the date of filing the file.

If the issue of certificates is required in an emergency regime, the processing term is no more than 5 days from the date of registration of the application to the Executive Board office of the National Council of College of Romanian Veterinarians.

Where missing documents or their non-compliance is found, the 5-day deadline should be properly extended from the date of filing the file.

## **7. Fees**

The fee for issuing the temporary Certificate of Compliance is 150 lei and can be paid in cash at the office of the College of Romanian Veterinarians or by Bank transfer to the account of the College of Romanian Veterinarians. If the fee is paid by Banking transfer, a copy of the Payment Order will be attached to the file.

At the request of the applicant, the temporary Certificate of Compliance may also be issued in an emergency regime (within 5 days from the submission of the file, if all the form and content requirements specified in the present procedure are respected). The issuance in an emergency regime should be subject to the payment of a fee of 225 lei.

### **8. Issuing of duplicate documents**

In case of loss, theft or deterioration of the temporary Certificate of Compliance, following a request from the applicant, submitted or transmitted to the headquarters of the Executive Board of the National Council of College of Romanian Veterinarians, within a maximum of 30 days should issue to the applicant the requested document.

### **9. Evidence, monitoring**

The Department of professional recognition should keep the evidence of the issued documents and to record them in a Register of records.

### **10. Archiving documents**

The retention period of documents provided by this procedure is 50 years.

### **11. Responsibilities**

<b>Activities/actions</b>	<b>Responsible</b>
Receiving the files, registering and sending them to the Department of professional recognition	Secretariat of the Executive Board of the National Council of College of Romanian Veterinarians
Verification and evaluation of documents submitted by the applicant	Department of professional recognition
Correspondence with the applicant	Department of professional recognition
Preparation of the temporary Certificate of Compliance	Department of professional recognition
The signing of the temporary Certificate of Compliance	President of the Executive Board of the National Council of College of Romanian Veterinarians

The transmission of the documents to the applicant	Secretariat of the Executive Board of the National Council of College of Romanian Veterinarians
Managing and archiving documents and monitoring of the issued documents	Department of professional recognition

### **11. Annexes:**

Annex no. 1 - Standard application requesting the issuance of the temporary Certificate of Compliance (form template)

Annex no. 2 - Certificate of Compliance (form template)

Annex no. 3 – Temporary Certificate of Conformity (form template)

Annex no. 4 - Standard application for issuing of the Certificate of Compliance (form template)

Mister President,

I, undersigned....., .....citizen, born in locality....., county....., on date of ....., possessor of I.B./I.C./Passport series..... no. ...., issued by....., on date ....., CNP....., with domicile in the locality.....street ..... no. ....block ..... entrance ..... floor ....., app. .... county..... Sector ....., phone....., e-mail address..... graduate of ....., holder of Graduation Certificate Serie .....no. ...., Register no. ....

**I request the issue of:**

- TEMPORARY CERTIFICATE OF COMPLIANCE, for the recognizing of the Graduation Certificate of Faculty of Veterinary Medicine, for professional purposes**

I mention that it is necessary for me to: .....  
*(the EU Member State and the Competent Authority will be specified)*

**Issued documents:**

- Will be delivered personally, based on the signature, from the Executive Board office of the National Council of College of Romanian Veterinarians;
- Will be delivered to a representative, empowered by a special notary power of attorney from the Executive Board office of the National Council of College of Romanian Veterinarians;
- Will be sent by courier service with payment upon reaching destination to the next mailing address.....  
*(In the case of sending by courier, I assume any possible incidents that may occur during the delivery process (delays, lost mail etc.).*

I attach to this application following documents:

- Certificate of conformity issued by the Faculty where I graduated- în original;
- Certificate of Graduation of the Faculty - certified copy “in conformity with the original” by the issuing University;
- document attesting the change of name from identity document vs. educational documents (marriage certificate, divorce certificate, etc.), if applicable – copy;
- the proof of payment of the fee for issuing the Certificate (150 lei, respectively 225 lei in case of issuing in an emergency regime).

*I declare that:*

1. *I am aware that the documents issued should contain personal data and evidence of formal qualifications.*
2. *I consent to the processing and use of personal data, by following the provisions of Law No. 677/2001 on the Protection of Individuals concerning the Processing of Personal Data and the Free Movement of Such Data, amended and completed, as well as of the Law no. 506/2004 on the processing of personal data and the protection of privacy in the electronic communications sector.*

Date,

Signature,

To Mr. President of the College of Romanian Veterinarians



UNIVERSITY LETTERHEAD

No. .... / .....

CERTIFICATE

This is to certify that (name)....., born on (dd/mm/yyyy)....., in the locality ....., county ....., graduated from the (University) ....., (Faculty) ....., in the field of Veterinary medicine, Veterinary medicine specialization, graduation year ....., with Certificate of Graduation for title of veterinarian doctor/veterinarian, no. ...., Series ....., issued with no. ...., on the date of (dd/mm/yyyy) .....

The University Study Program of Bachelor Diploma completed by the graduate is under the provisions of Article 38 and Annex V.4 5.4.1 to Directive 2005/36/EC on the recognition of professional qualifications, with the subsequent modifications and completion.

USAMV Rector.....

FMV Dean .....

USAMV Secretary.....



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N o . /

**TEMPORARY CERTIFICATE OF CONFORMITY**

**It shall be certified**

That the evidence qualification as veterinarian doctor awarded to Mr/Mrs Dr.....,  
.....citizen, gender....., born in locality ....., county .....,  
Passport/I.C. no....., **CNP (Personal Numeric Code)** .....,  
upon the Certificate issued by the **University of Agronomic Sciences and Veterinary  
Medicine**....., **Faculty of Veterinary Medicine**, with no. ...., on date of  
....., corresponds to the document mentioned for Romania in Annex V.4, Point 5.4.2 of  
Directive 2005/36/EC on the recognition of professional qualifications, with the subsequent modifications  
and completions

**This temporary Certificate of Compliance shall be issued for the recognition of the Certificate  
for professional purposes.**

**Bucharest**

**Date**

.....

**Valid until**.....

**CMV President**

**Assoc. Prof. Viorel ANDRONIE, Ph**

Mister President,

I, undersigned....., citizen....., born in locality....., county....., on date....., possessor of I.B./I.C./passport series..... no. ...., issued by ....., on date ....., CNP(Personal Numeric Code)....., with domicile in the locality..... street ..... no. .... block .... entrance ... floor ....., app. .... county ..... Sector ..... phone....., e-mail address..... graduate of....., holder of Bachelor Diploma Series.....no. ...., registered with no .....and holder of the temporary Certificate of Compliance no. .... issued by the College of Romanian Veterinarians in date of .....

I request the issue of:

- CERTIFICATE OF COMPLIANCE, for the recognition of the veterinarian Diploma for professional purposes**

I mention that it is necessary for me to..... (the EU Member State and the Competent Authority will be specified)

Issued documents:

- Will be delivered personally, based on the signature, from the the Executive Board office of the National Council of College of Romanian Veterinarians;
- Will be delivered to a representative, empowered by a special notary power of attorney from the Executive Board office of the National Council of College of Romanian Veterinarians;
- Will be sent by courier service with with payment upon reaching destination to the next correspondence address:.....

(In the case of sending by courier, I assume any possible incidents that may occur during the delivery process (delays, lost mail etc..).

I attach to this application the following documents:

- Bachelor Diploma/Diploma of Graduation – notarized copy;
- Diploma Supplement – copy;
- the proof of payment of the fee for issuing the Certificate.

I declare that:

1. I am aware that the documents issued should contain personal data and evidence of formal qualifications.

2. I consent to the processing and use of personal data by the College of Romanian Veterinarian following the provisions of the Regulation no. 679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

Date,

Signature,

To Mister President of the College of Romanian Veterinarians