

eCertificates FAQ

The following contents should be a helpful guide to answer any questions regarding handling the eCertificates and other informations around that.

eCertificate states [↗](#)

The eCertificates can have different states. The following section briefly explains these states and the signing workflow.

The following states can be selected or set:

State	Description
Original	Not yet ready to be signed, and not marked as provisional
Original ready to sign	Ready to be signed as FINAL
Provisional	The selectable "Provisional" when creating one, is a draft, not yet ready to be signed, but already marked as provisional
Provisional ready to sign	Ready to be signed as PROVISIONAL

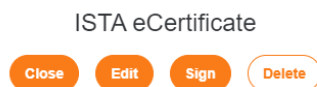
As you can see, some of the states have the addition of "ready to sign" – this means that eCertificates in such a state can be signed. Signed eCertificates will automatically change their states to a "signed" state as follows:

State to sign	Resulting state after signing and description
Original ready to sign	Final → eCertificate cannot be modified anymore.
Provisional ready to sign	Provisional → Signed eCertificate but not final. A provisionally signed eCertificate's values and state can be modified as much as desired. This state has the same name as the selectable "Draft Provisional"; watch out for confusing the two. The "Provisional" which you can select is not signed yet.

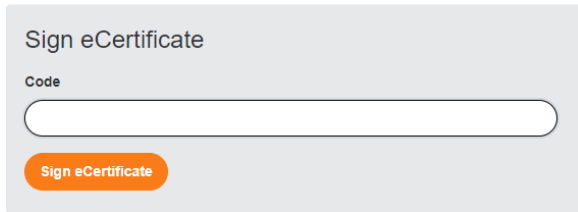
It's important to note that eCertificates with the state "Final" cannot be modified in any way, as described in the table. Final eCertificates are not designed to be modified as they represent the absolute final state of the eCertificate.

Signing an eCertificate [↗](#)

You need to receive a signature code to be able to sign an eCertificate. After giving an eCertificate a signable state, you will see a new button labeled "Sign" at the top:



Pressing that button will open a pop-up with a field for the signature code:



A light gray rectangular box titled "Sign eCertificate". Below the title is the label "Code" followed by a white rounded rectangular input field. At the bottom left of the box is an orange button with the text "Sign eCertificate".

Signing an eCertificate automatically creates a PDF with all the values. Since provisionally signed eCertificates can be modified, you can set their state to "Provisional ready to sign" again. This gives you the option to sign the eCertificate again and create an updated PDF.

You should receive an email with the generated PDF in the attachment after signing an eCertificate. However, you can also access the PDF with the Reg. No. and an access code. You can find both in the eCertificate cockpit by editing the desired eCertificate. You will see the following section on the top left:



A light orange rectangular box titled "Digital Information". Inside the box is a white rounded rectangular area containing the following text:

URL	https://qas.seedtest.org/en/view-certificate.html
Reg. No.	OIC0000014774
Access code	YIGFH60642

You can open the specified URL and paste the specific values into the corresponding inputs.

View E-Certificates



A white rounded rectangular form with two input fields and a button. The first field is labeled "certificate number *" and the second is labeled "Access code *". At the bottom is an orange button with the text "confirm".

eCertificate fields and allowed values [↗](#)

This section will cover all the eCertificate fields and what values are allowed.

Any field that has an asterisk (*) after its name is required and must be filled out.

Orange eCertificate [↗](#)

Field name	Value	Special remarks
Name of applicant*	Any text	
Species, cultivar, (variety), etc*	Any text	

Sampling by*	Any text	
Marks of Lot*	Any text	
Seal of Lot*	Any text	
Status of Certificate*	One of the following values (chosen with a dropdown) <ul style="list-style-type: none"> • Original • Original ready to sign • Provisional • Provisional ready to sign 	
Number of Containers*	Any whole number (integer, no decimal places) or the text "NA"	No spaces and without brackets
Date of Sampling*	Date (Chosen with a Datepicker)	Format in Excel: dd.MM.yyyy
Date sample received*	Date (Chosen with a Datepicker)	Format in Excel: dd.MM.yyyy
Date test concluded*	Date (Chosen with a Datepicker)	Format in Excel: dd.MM.yyyy
Test number*	Any text	
Species (Scientific name)	Any text	Will be printed in italic
Pure seeds in %	A number with a maximum of one decimal place or the text "N"	No spaces or a % character and without brackets
Inert matter for weight in %	A number with a maximum of one decimal place or one of the texts "N" or "TR"	No spaces or a % character and without brackets
Other seeds in %	A number with a maximum of one decimal place or one of the texts "N" or "TR"	No spaces or a % character and without brackets
Number of days	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Normal seedlings in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Hard seeds in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Fresh seeds in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Abnormal seedlings in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Dead seeds in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Moisture content in % (wet basis)	A number with a maximum of one decimal place or one of the texts "N" or "NA"	No spaces or a % character and without brackets
Kind of inert matter	Any text	Maximum of 2 lines or around 335 characters

Other seeds	Any text	Maximum of 7 lines, better even 6, or around 1170 characters for 7 lines / 999 characters for 6 lines
Other determinations	Any text	Maximum of 17 lines or around 2870 characters
Additional observations	Any text restricted to 600 characters	

Blue eCertificate [↗](#)

Field name	Value	
Name of applicant*	Any text	
Species, cultivar, (variety), etc*	Any text	
Weight of Lot (Number)*	Any text	
Number of Containers*	Any whole number (integer, no decimal places) or the text "NA"	No spaces and without brackets
Date of Sampling*	Date (Chosen with a Datepicker)	Format in Excel: dd.MM.yyyy
Status of Certificate*	One of the following values (chosen with a dropdown) <ul style="list-style-type: none"> • Original • Original ready to sign • Provisional • Provisional ready to sign 	
Seal of Sample*	Any text	
Date sample received*	Date (Chosen with a Datepicker)	Format in Excel: dd.MM.yyyy
Date test concluded*	Date (Chosen with a Datepicker)	Format in Excel: dd.MM.yyyy
Test number*	Any text	
Species (Scientific name)	Any text	Will be printed in italic
Pure seeds in %	A number with a maximum of one decimal place or the text "N"	No spaces or a % character and without brackets
Inert matter for weight in %	A number with a maximum of one decimal place or one of the texts "N" or "TR"	No spaces or a % character and without brackets
Other seeds in %	A number with a maximum of one decimal place or one of the texts "N" or "TR"	No spaces or a % character and without brackets
Number of days	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Normal seedlings in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Hard seeds in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets

Fresh seeds in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Abnormal seedlings in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Dead seeds in %	Any whole number (integer, no decimal places) or the text "N"	No spaces or a % character and without brackets
Moisture content in % (wet basis)	A number with a maximum of one decimal place or one of the texts "N" or "NA"	No spaces or a % character and without brackets
Kind of inert matter	Any text	
Other seeds	Any text	
Other determinations	Any text	
Additional observations	Any text but restricted to 600 characters	