EAST AFRICAN COMMUNITY

THE EAST AFRICA COMMUNITY STANDARD OPERATING PROCEDURES ON PLANT HEALTH

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(*) Note that the words listed below have been used interchangeably: Quarantine Officer, Quarantine Inspector, Inspector, Phytosanitary Officer, Phytosanitary Inspector, Phytosanitary Personnel, Officer, Authorized Inspector, Competent Authority Inspector so we recommend the word Inspector to appear throughout the document for uniformity and compliance with in ISPM5.

STANDARD OPERATING PROCEDURES ON PLANT HEALTH

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ABBREVIATIONS

CA	Competent Authority
CEPM	Committee of Experts on Phytosanitary Measures
CITES	Convention on International Trade in Endangered Species
EAC	East African Community
FAO	Food Agricultural Authority
ICPM	Interim Commission on Phytosanitary Measures
IP	Import Permit
IP's	Import Permits
IPPC	International Plant Protection Convention
ISPM	International Standards For Phytosanitary Measures
NPPO	National Plant Protection ORganization
OECD	The Organisation for Economic Co-operation and Development
PC	Phytosanitary Certificate
PRA	Pest Risk Analysis
SWPM	*Solid Wood Packaging Material*
WTO	World Trade ORganization

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1 INTRODUCTION

1.1 Purpose of the Standard Operating Procedures (SOP's)

1) This Manual of Standard Operating Procedures for Phytosanitary Controls is created as a working guide for the East African Community (EAC) Phytosanitary Inspectors to assist them in the performance of their duties at the ports of entries and at any other authorized facility where imported material is held. The Manual describes the following areas:

   a) Procedures for Phytosanitary import inspection and the use of Import Permits;

   b) Procedures involved in the export certification process and the use of Phytosanitary certificates;

   c) Phytosanitary inspection procedures for the clearance of aircraft and vessels and their cargoes, quarters, storage places and passengers as well as other places and pathways in which regulated pests may be found; and

   d) Procedures involved in Phytosanitary Surveillance activities.

1.2 Scope of the SOP's

These SOP's apply to imports and exports of plants, plant products and regulated articles from EAC partner states in order to help exporters meet Phytosanitary import requirements of foreign trading partners. It covers areas such as Sampling of Cargo, How to examine the various commodity classes, Pest Interceptions, the Inspection of Vessels including the various types of vessels that might be involved in the pathways of regulated articles entering or leaving an EAC partner state, the Inspection of Aircraft, Garbage inspection and disposal, Inspection of Sea and Airport facilities, Postal Inspection, Post Entry Quarantines, Documentation or Certification Systems and Public awareness and cooperation in Phytosanitary matters.

2 DEFINITIONS

Additional declarations:	A statement that is required by an importing country to be entered on a phytosanitary certificate and which provides specific additional information pertinent to the phytosanitary condition of a consignment [FAO, 1990; revised ICPM, 2005];
Clearance (of a consignment):	Verification of compliance with phytosanitary regulations [FAO, 1995];
Commodity class:	A category of similar commodities that can be considered together in phytosanitary regulations [FAO, 1990];
Consignment:	A quantity of plants, plant products and/or other articles being moved from one country to another and covered, when required, by a single phytosanitary certificate (a consignment may be composed of one or more commodities or lots) [FAO, 1990; revised ICPM, 2001];
Contraband:	Smuggled goods that are imported into or exported from a country in

violation of its laws;

Country of origin: Of a consignment of plants, a country where the plants were grown; of a consignment of plant products, country where the plants from which the plant products were derived were grown; of other regulated articles, country where the regulated articles were first exposed to contamination by pests [FAO, 1990; revised CEPM, 1996; CEPM, 1999];

Grain: A commodity class for seeds intended for processing or consumption and not for planting (see seeds) [FAO, 1990; revised ICPM, 2001];

Import Permit: Official document authorizing importation of a commodity in accordance with specified phytosanitary requirements [FAO, 1990; revised FAO, 1995];

Inspector: Person authorized by the National Plant Protection Organization to discharge its functions [FAO, 1990];

Inspection: Official visual examination of plants, plant products or other regulated articles to determine if pests are present and/or to determine compliance with phytosanitary regulations [FAO, 1990; revised CEPM, 1999];

IPPC: International Plant Protection Convention, as deposited in 1951 with FAO in Rome and as subsequently amended [FAO, 1990];

Intended use: Declared purpose for which plants, plant products, or other regulated articles are imported, produced, or used [ISPM 16, 2002];

Interception (of a consignment): The refusal or controlled entry of an imported consignment due to failure to comply with phytosanitary regulations [FAO, 1990; revised FAO, 1995];

Lot: A number of units of a single commodity, identifiable by its homogeneity of composition, origin etc., forming part of a consignment [FAO, 1990];

National Plant Protection Organization (NPPO): Official service established by a government to discharge the functions specified by the IPPC [FAO, 1990];

Pest: Any species, strain or biotype of plant, animal, or pathogenic agent, injurious to plants or plant products [FAO, 1990; revised FAO, 1995; IPPC, 1997];

Phytosanitary: Pertaining to protection of plant health from risk of pests;

Phytosanitary certificate: Certificate patterned after the model certificate of the IPPC (1997) [FAO, 1990];

Phytosanitary measure: Any legislation, regulation or official procedure having the purpose to prevent the introduction and/or spread of quarantine pests, or to limit the economic impact of regulated non-quarantine pests [FAO, 1995; revised IPPC, 1997];

Phytosanitary regulation: Official rule to prevent the introduction and/or spread of quarantine pests, by regulating the production, movement, or existence of commodities or other articles, or the normal activity of persons, and by establishing schemes for phytosanitary certification [FAO, 1990; revised; FAO, 1995; CEPM, 1999;];

Plants: Living plant and parts thereof, including seeds [FAO, 1990; revised IPPC,

1997;];

Plants for planting: Plants intended to remain planted, to be planted or replanted [FAO, 1990];

Plants in vitro: A commodity class for plants growing in an aseptic medium in a closed container [FAO, 1990; revised CEPM, 1999; ICPM, 2002 formerly plants in tissue culture];

Plant product: Un-manufactured material of plant origin (including grain) and those manufactured products that, by their nature or that of their processing, may create a risk for the spread of pest;

Processed wood material: Products that are a composite of wood constructed using glue, heat and pressure, or any combination thereof [ISPM, 2002];

Quarantine Pest: A pest of potential economic importance to the area endangered and not yet present there, or present but not widely distributed and being officially controlled [FAO, 1990; revised FAO, 1995; IPPC 1997;]

Raw wood: Wood which has not undergone processing or treatment [ISPM 15, 2002];

Re-exported consignment: Consignment that has been imported into a country from which it is then exported. The consignment may be stored, split up, combined with other consignments or have its packaging changed (formerly country of re-export) [FAO, 1990; revised CEPM, 1996; CEPM, 1999; ICPM, 2001; ICPM, 2002];

Regulated article: Any plant, plant product, storage place, packaging, conveyance, container, soil and any other organism, object or material capable of harbouring or spreading pests, deemed to require phytosanitary measures, particularly where international transportation is involved [FAO, 1990; revised FAO, 1995; IPPC, 1997];

Regulated non quarantine pest: A non-quarantine pest whose presence in plants for planting affects the intended use of those plants with an economically unacceptable impact and which is therefore regulated within the territory of the importing contracting party [IPPC, 1997];

Regulated pest: A quarantine pest or a regulated non-quarantine pest [IPPC, 1997];

Release (of a consignment): Authorization for entry after clearance [FAO, 1995];

Round wood: Wood not sawn longitudinally, carrying its natural rounded surface, with or without bark [FAO, 1990];

Sawn wood: Wood sawn longitudinally, with or without its natural rounded surface with or without bark [FAO, 1990];

Seed: A commodity class for seeds for planting or intended for planting and not for consumption or processing (see grain) [FAO, 1990; revised ICPM, 2001];

Soil: means wholly or partially derived from the upper layer of the earth's crust which is capable of sustaining plant life and which contains solid organic substances such as parts of a plant, humus, peat or bark, but excluding any medium which is sterile, composed entirely of unused peat or otherwise incapable of harbouring or transmitting pests;

Stored product: Un-manufactured plant product intended for consumption or processing, stored in a dried form (this includes in particular grain and dried fruits

and vegetables) [FAO, 1990];

Treatment: Officially authorized procedure for killing, removal or rendering infertile of pests [FAO, 1990, revised FAO, 1995; ISPM No. 15, 2002; ISPM No. 18, 2003; ICPM, 2005];

Wood: A commodity class for round wood, sawn wood, wood chips or dunnage, with or without bark [FAO, 1990; revised ICPM, 2001]; and

Wood packaging material: Wood or wood products (excluding paper products) used in supporting, protecting or carrying a commodity (includes dunnage) [ISPM 15, 2002].

3 GENERAL GUIDELINES

3.1 Legal Framework

The Standard Operating Procedures are intended for implementation of various EAC Sanitary and Phytosanitary (SPS) legal instruments, including:

a) The World Trade Organization (WTO) Agreement on Application of Sanitary and Phytosanitary Measures (SPS Agreement);

b) International Plant Protection Convention (IPPC);

c) Cartagena Protocol on Biosafety;

d) Convention on International Trade in Endangered Species (CITES);

e) East African Community SPS Protocol;

f) East African Community SPS Act; and

g) East African Community SPS Regulations.

3.2 Infrastructure

The Plant Health Competent Authorities in the East African Community are responsible for phytosanitary actions in all Points of Entry including nearby surrounding areas as the very nature of the activities that take place at Points of Entries are high risk from a phytosanitary perspective. It is, therefore, essential that the following minimal requirements are in place for allowing proper work by the Competent Authorities:

a) Familiarity with and access to current Plant Health legislation and regulations of EAC Partner States;

b) Familiarity with and access to Plant Health legislation and regulations of other trading partners;

c) Adequate inspection facilities and equipment (workspace or desk with appropriate lighting, microscope or good hand lens, flashlight, knives, forceps, vials, plastic bags, etc.);

d) Quarantine/Target Pest List - This list should comprise the highest priority organisms of phytosanitary significance in terms of their potential threat to agricultural production and forestry and should be categorized as a result of the Pest Risk Analysis (PRA) process;

e) Data sheet for each pest on the target pest list;

f) World distribution maps of pests of quarantine importance;

g) Official forms, record books, orders and regulations related to Phytosanitary Controls;

h) Manual of Inspection Procedures;

i) Import permits (copies), where appropriate;

j) Insect and disease taxonomic keys;

k) Databases on quarantine pests;

l) Updated information on pest outbreaks;

m) Phytosanitary Treatment Manuals;

n) Pest Surveillance Manual;

o) Up to date Copies of the International Standards for Phytosanitary Measures (ISPMs);

p) International Plant Protection Convention (IPPC);

q) World Trade Organization Agreement on Application of Sanitary and Phytosanitary Measures (WTO/SPS Agreement) Agreement; and

r) All legislation directly related to Plant Health in EAC Partner States.

3.3 Responsibilities of the importer

It is the responsibility of the Importer to do the following:

a) Provide the correct information required in the Application for Import Permit Form;

b) Assist the CA to source the necessary information to complete the PRA;

c) Make available the issued Phytosanitary Import Permit to the Exporter or NPPO of the exporting country before the Phytosanitary Certificate for the particular consignment can been issued; and

d) Request that the Import Permit number be recorded in the Phytosanitary Certificate.

4 PLANT HEALTH PROCEDURES

The purpose of these procedures is to provide guidelines for importers, exporters and relevant officials and ensure they understand the steps involved in importation and exportation of plant and plant products.

4.1 SOP PH-001 PHYTOSANITARY IMPORT REGULATION

This section describes the import regulatory system and how to carry out Phytosanitary Import Inspection.

4.1.1 The import regulatory system

The Import Regulatory System comprises a variety of activities that are substantially carried out at the various points of entry on consignments of goods or other occurrences of products that have the potential of introducing regulated pests into the country. The system depends to a large extent on document verification, identity checking and phytosanitary inspection.

4.1.2 Principal Responsibility over import regulation

The Competent Authority shall have the overall responsibility to ensure this procedure is implemented and maintained.

4.1.3 Phytosanitary Import Regulation Process

4.1.3.1 Responsibilities of the Import Inspector

In relation to the inspection of imported consignments, the Inspector is responsible for the following:

a) Document checking for compliance with the consignment;

b) Identity checking;

c) Phytosanitary inspection for detection of pest;

d) Reporting to phytosanitary management any situation on non-conformity detected during the inspection; and

e) Taking decisions on the release, detention or rejection of the consignment.

4.1.3.2 Responsibilities of the Importer

The Importer, Agent or Owner of the consignment is responsible for doing the following:

a) Submit the inspection application and supply the Import Permit Number for the commodity in question;

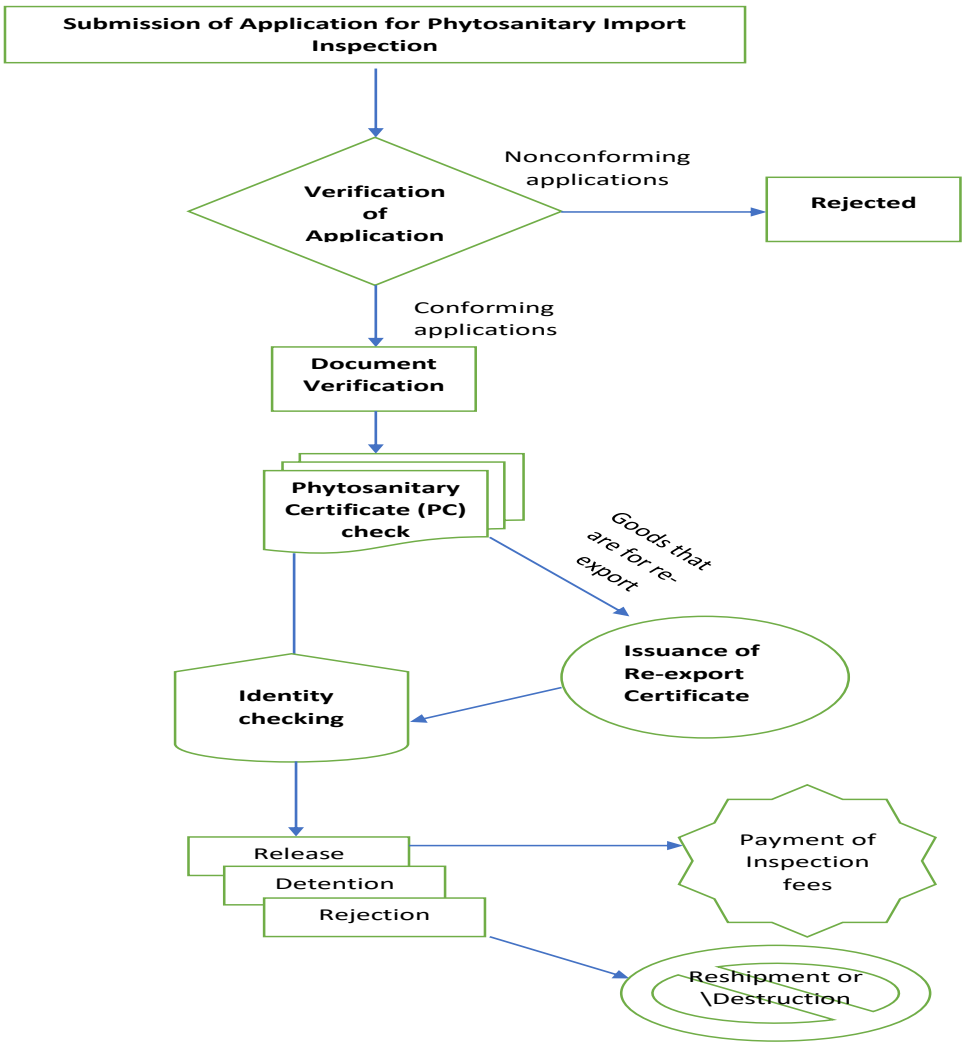
b) Supply the Phytosanitary Certificate attached to the consignment and the related trading documents;

c) Unload cargo and open bags for inspection and re-load consignments after inspection;

d) In case the consignment is rejected or subject to phytosanitary measures, the Importer or Owner shall carry out the destruction, repacking, assorting or treatments ordered by the Inspector, or arrange the reshipment of the consignment back to the exporting country or some other country at his expense and within the time ordered by Inspector; and

e) Not move or treat a consignment, held under Phytosanitary detention, without the previous authorization of the Inspector

4.1.3.3 Flow Chart on Phytosanitary Inspection Process



4.1.3.4 Phytosanitary Inspection Procedure

Step 1: Submission of Application for Phytosanitary Import Inspection and Release

At the time of arrival, the Importer shall submit to the Competent Authority an application for Import inspection in the prescribed format. The application must be accompanied by the following:

a) A copy of the Import Permit;

b) The Phytosanitary Certificate (PC) (Fumigation Certificate and the re-export PC if applicable);

c) the Certificate of origin of plants or plant products if applicable; and

d) Invoice documents.

Step 2: Verification of application

A Competent Authority Inspector shall examine the application for the following:

a) Import permit;

b) Commodity, quantity, country of origin;

c) Relevant information on the Importer; and

d) Any other required documents.

Step 3: Acceptance / Rejection of Application

1) When the application does not provide the required information or documents, the Inspector will advise the Importer immediately.
2) An application that does not conform to the specifications of the Import Permit (IP) or one that has not been released from the IP requirement shall be rejected.

Step 4: Document Verification

The Inspector will check to see that the consignment information and the Phytosanitary Certificate are in conformity with the Import Permit.

Step 5: Phytosanitary Certificate (PC) check

1) The Inspector will carefully verify details in the PC, paying attention to the following:
    a) Are the additional declarations in compliance with the phytosanitary requirements specified in the import permit?
    b) Is the certificate an original print? Does it have a serial number given by the National Plant Protection Organization of the exporting country?
    c) If the certificate is not original, but a copy, it should be verified by means of an affixed signature and stamp from the National Plant Protection Organization of the exporting country. A copy of the original certificate may be accepted if there are acceptable reasons why the original certificate is not attached to the consignment.
    d) If there are any changes made after the issuance of the PC, and if these changes have been verified by signature and date of a verifiably authorized inspector of the exporting country
    e) If the detailed information in the certificate is the same as in the import permit, inspection application and in trading documents.
    f) Is the country of origin, the one authorized on the import permit, and if an IP is not required, are there any restrictions or conditions concerning the country of origin?
    g) The identity of the commodity: Is the information in the PC clear enough? Are there any restrictions or conditions concerning the particular commodity?
    h) Are the requested treatments indicated in the PC?
    i) Is the certificate dated, signed and stamped by an authorized inspector? Are the signature and stamp originals?
    j) Is the period between the date of issuance of the certificate and the date of arrival of the consignment no longer than the authorized period?
    k) Is the date of the consignment in the PC earlier than the date of issuance of the IP?
    l) In cases where the phytosanitary certificate is an e-phyto, this should be in the form established in the ISPM 12.
2) If there are no relevant faults or any reason to believe that the consignment is not in compliance, then the identity checking, and phytosanitary inspection will be carried out. In addition, the time of inspection with the Importer/Broker is to be confirmed.

Step 6: Issuance of Re-export Certificate

1) Consignments arriving into the country may have passed through several countries since leaving the country of origin.

2) If the consignment has passed through several countries without being exposed to pest infestation, without being split into smaller parts, and without having their packaging changed, it may continue to its destination with the original Phytosanitary Certificate attached to it.

3) If the consignment has been imported into some other country, or has been inspected and perhaps stored, split into smaller parts and repacked, and is then expected to continue into the country of destination, it should have both a Re-export Certificate and the original certificate or certified copy attached.

4) It may be that only the copy of the original Phytosanitary Certificate and original Re-export Certificate are available when consignments arrive in the country.

5) In this instance the copy will be accepted, only if it is stamped, signed and proven to be identical to the original certificate by the Plant Health Inspector of the country of re-export.

6) When the documents are in conformity, the Inspector shall confirm the date, time and place of inspection with the Importer, determine the sampling plan for the consignment and perform the inspection.

Step 7: Identity Checking

The purpose of identity checking is to verify that the consignment consists of the products that are indicated in the PC and the other import documents. The Inspector shall verify the following:

a) Plant species and if possible, varieties;

b) Quantities in the consignment (compare the information in the different documents); and

c) Registration numbers of containers and information concerning the transport vehicles (identification of ships, containers etc).

Step 8: Phytosanitary Checking

1) The purpose of phytosanitary checking is to verify the phytosanitary status of commodities, with particular reference to the presence of regulated pests.

2) The Inspector shall visually inspect the consignment for conformance with the specifications made in the Import Permit, as well as to ensure that the consignment is free of infestation by regulated pests, soil and weed contamination.

3) If the documents are not in conformity, the Importer shall be advised immediately by the concerned Inspector, and, depending on the kind of irregularity, the consignment will be detained or rejected.

4) Where necessary, samples shall be taken for pest diagnostics or for the purpose of verifying the Additional Declaration.

5) Inspection may be conducted at the point of entry or outside regular working hours.

6) Inspection of consignments may be undertaken at the Importer's premises, if the Importer requests that service using the appropriate form and the facility has been approved by the Competent Authority for such inspections.

7) The Importer shall meet any charges applicable to inspections done outside regular working hours.

8) Inspections may be performed during non-working days or time if the Importer requests that service and the request are approved by the Competent Authority, subject to the fees established.

Step 9: Decision about Imported Consignment

In accordance with the results of the inspection, the Inspector shall decide on the following:

a) **Release of the consignment:**
If, upon inspection, the Inspector determines that the consignment fulfils all the requirements, he shall authorize the release.

b) **Detention of the consignment:**

If, upon inspection, the Inspector determines that the consignment is not accompanied by the required documentation, or requires laboratory tests, or presents a risk of the introduction or spread of regulated pests, the Inspector shall detain the consignment and immediately serve written notice to the Importer by issuing a ***Phytosanitary Detention Form*** specifying that some or all of the imported items shall be subject, within the time period specified in the notice, to document regularization, laboratory test, or the application, under official supervision of the phytosanitary measures specified.

i) When detention is for documentary reasons, and the documents have not been regularized at the end of the time limit established in the notice given to the Importer, the Inspector shall make a decision regarding the rejection/ destruction of the consignment or the application of phytosanitary measures, if they can be identified and are appropriate for the case.

ii) When detention is for the purpose of performing laboratory tests, when the results of the tests are available, the Inspector shall take a decision on the release, rejection or the application of phytosanitary measures, including the extension of the detention period.

iii) When the detention is for the application of phytosanitary measures, and such measures have been executed under official supervision and their efficacy has been verified, the Inspector shall take a decision on the final release or rejection/destruction of the consignment.

c) **Rejection of the consignment.**

i) If, upon inspection, the Inspector finds that the consignment is not in conformity with the phytosanitary requirements and that there are no alternative phytosanitary measures to adequately mitigate the associated phytosanitary risks, or when the required level of efficacy of those measures has not been reached, the Inspector shall decide on the rejection/destruction of the consignment.

ii) The Inspector shall notify the Importer of this decision and give the Exporter the option to reship or destroy the consignment, under official supervision, within a time-limit that shall be given in the Phytosanitary Detention Form.

Step 10: Payment of Inspection fees

1) Fees for phytosanitary inspection activities are calculated according to the schedule as per the Regulations of the EAC Partner State. Upon receipt of the fee, the responsible Office of the Competent Authority shall issue an official receipt.

2) Inspection may be conducted at the point of entry or outside regular working hours.

3) Inspection of consignments may be undertaken at the Importer's premises, if the Importer requests that service using the appropriate form and the facility has been approved by the Competent Authority for such inspections.

4) The Importer shall meet any charges applicable to inspections done outside regular working hours.

5) Inspections may be performed during non-working days or time if the Importer requests that service and the request are approved by the Competent Authority, subject to the fees established.

4.1.3.5 Phytosanitary Import Permit

1) The importation into EAC partner state of any plant, plant product or regulated article requires a Phytosanitary Import Permit, a certificate of origin of the plants or plant products and the fumigation certificate which is issued by the CA.

2) The Phytosanitary Import Permits establish the phytosanitary requirements that the particular consignment must comply with in order to allow its entry into the importing country.

3) Any release of the Phytosanitary Import Permit requirement will be decided by the CA on the basis of the *place* of origin, plant commodity class and the phytosanitary risk category of the product.

4.1.3.5.1 Meeting Phytosanitary Requirements

1) Phytosanitary requirements contained in the Phytosanitary Import Permits are established through Pest Risk Analyses according to the procedures and guidelines established by the relevant IPPC ISPMs.

2) A "CASE" is identified by a combination of the product code and the Place of Origin code as determined by the following characteristics:

a) The Product Code

i. Genera and species;

ii. Plant part: tuber, true seed, mini-tuber, leaf, etc. (Plant part codes)

iii. Level of processing: natural, de-barked, dehydrated, etc (Processing codes)

iv. Intended uses: consumption, propagation (Intended use code)

v. Transgenic origin: Yes or No

Table 1: Plant Commodity Classes

INTENDED USE	CLASS	COMMODITY CLASS DESCRIPTION
PROPAGATION/ REPRODUCTION	Class 1	Plants for planting, except subterranean parts and seeds.
	Class 2	Bulbs, tubers and roots: subterranean parts assigned for propagation.
	Class 3	Seeds: true seeds in their botanical definition assigned for propagation.
CONSUMPTION/ TRANSFORMATION	Class 4	Fruits and vegetables: fresh parts of TRANSFORMATION plants assigned to consumption or processing and not for planting.
	Class 5	Ornamental cut flowers and foliage: cut portions of plants, including the in florescence, assigned to decoration and not for planting.
	Class 6	Woods, barks, cork: processed, semi- processed or non-processed.
	Class 7	Includes packing and support material and similar products of plant origin and any other material used to transport, protect and/or adapt regulated articles.
	Class 8	Soils, peat, and other materials of support.
	Class 9	Grains: refer to cereals, oleaginous, leguminous seeds and other seeds intended to be consumed and not for planting.
OTHER	Class 10	Any other regulated article that it is not included in the previous classes.

Table 2: Plant Risk Categories

Risk category	Products
CATEGORY 0	Products of plant origin that, because of the nature of their processing, packing and transport, cannot constitute a pest pathway and do not need phytosanitary control, nor any intervention by the NPPOs.
CATEGORY 1	Processed products of plant origin intended for consumption, or transformation that are subject to any technological denaturizing process, which transforms them into products unable to be affected directly by crop pests but may be a pathway for storage pests through their packing materials and means of transport.
CATEGORY 2	Semi-processed plant products (subject to drying, cleanliness, separation, etc.) which can shelter pests and whose intended use is

	consumption or transformation.
CATEGORY 3	Plant products "in nature" intended to be used for consumption, or transformation.
CATEGORY 4	Plants for planting, including all seeds, plants or other materials of vegetal origin, assigned for propagation, reproduction or to remain planted.
CATEGORY 5	Any other plant, plant part or regulated article, not included in previous categories, that involves phytosanitary risk based on PRA

Table 3: Commodities in Risk Category I

TYPE	EXAMPLES OF COMMODITIES IN RISK CATEGORY I
Extracts	Vanilla extracts; Fruit Pectin; Guar bean derivative; Hop extract; Hydrolysed vegetable protein; Margarine; Mineral plant extracts; Soybean lecithin; Starch (potato, wheat, maize, cassava).
Fibers	Cardboard; Cellulose cotton piece goods; Cotton cloth; Cotton lint; Paper; Plant fibre cloth and threads; Plant fibre for industrial production; Plant fibre for industrial production; Semi-processed plant fibres and related materials (eg sisal, flax, jute, sugarcane, bamboo, juncus, vimen, raffia).
Foodstuffs ready for consumption	Cacao powder; Cakes and biscuits; Ketchup; Chocolate; Condiments; Dessert powder; Dips; Food colouring, Food flavouring, Food seasoning; Food supplements; Frozen French Fries; Frozen food; Fruit sauces; Jelly, Jam, marmalades; Mashed potato (dried); Nut Butter; Pastes (cocoa, quince, peanut butter); Pie filling; relish; Salad dressing; Sandwich spread; Sauce, sauce mix; Seasoning, seasoning mix; Soup (dried); Vegetable flavouring.
Fruits and vegetables	Candied; Canned; Concentrates; Freeze-dried; Fruit pie filling; Glazed; Hydrolysed; In syrup; Pickled; Pomace; Precooked or cooked; Pulped.
Grain and Oilseed products	Baby cereal; Bakery mixes; Bread products; Breakfast cereals; Bulgur wheat (parboiled, dried and ground); Cassava products (tapioca, fermented and/or fried derivatives for food; Cooked cereals; Corn chip pellets; Flour and industrial products made of cereal or oilseeds and leguminous derivatives for food and feed; Hominy, corn grits; Rice (parboiled); Corn soy blend; Soy Flour whey; Soy meal; Soy pellets; Soy proteins.
Liquids	Alcohols; Coconut water (packed); Corn soymilk; Fruit drink juices (fruit and vegetable including concentrates, frozen nectar); Oils; Soft Drinks; Soup; Vinegar; Wood turpentine.
Sugars	Beet sugar; Corn starch glucose; Corn syrup; Dextrine; Dextrose; Dextrose hydrate; Fructose; Granulated sugar; Glucose; Maltose; Maple sugar; Maple syrup; Molasses; Sucrose; Sugar; Sweetener; Syrup; Treacle.
Wood Products	Charcoal; Ice lolly sticks; Laminated beams; Match sticks; Plasterboard; Plywood boxes; Toothpicks; Wood pulp; Wood resin.
Other	Brewer's yeast; Brewer's malt; Coffee (roasted); Dietary formula; Enzymes; Gum turpentine; Humate; Rubber (Crepe gums); Scents; Shellac; Tea; Vitamins.

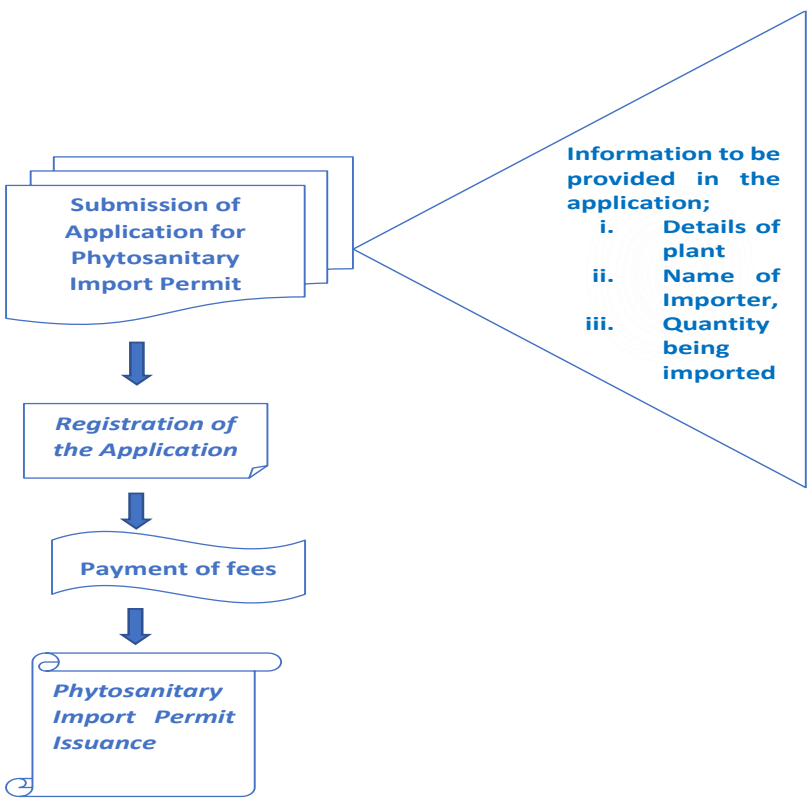
b) The Place of Origin Code

i) Place of production: country (and/or in special cases the specific areas of production such as Pest Free Areas).

ii) General Phytosanitary requirements will be established for the Commodities classes and Risk Categories. Specific phytosanitary requirements will be established for the cases, through PRA, taking into consideration the pest risk at the country of origin.

iii) ISPM 32 gives guidance on the categorization of commodities according to their pest risk. Appendix 18 details the items of information that may be required by the Competent Authority in order to properly process the Import permit.

Flow Chart on Phytosanitary Import Application Process



Step 1: Application for a Phytosanitary Import Permit

1) The Importer shall apply to the National Plant Protection Organization for a Phytosanitary Import Permit by completing an application form for the import of plants/plant products/ regulated articles. The Importer shall provide a range of information through the application including the following:

   a) The Common and scientific names, plant part, intended use, transgenic origin (if applicable) and country of origin;

   b) Quantity to be imported, point of entry, approximate date of arrival;

   c) Name and address of Importer; and

   d) Phytosanitary Registration numbers where applicable.

   Application for a Phytosanitary Import Permit must be made well in advance of the shipment since a Phytosanitary Certificate dated before the date when the Import Permit was issued is invalid and, therefore, will not be accepted.

Step 2: Registration of the Application

Upon receipt, the application will be registered with a number and date into the Phytosanitary Import Permit Application Register.

Step 3: Fee for a Phytosanitary Import Permit

The importer shall pay a prescribed fee for a Phytosanitary Import Permit to the CA's office, at the time the application is submitted. An official receipt for the payment indicating the amount and the date, and the official number assigned to the Application, shall be issued upon receipt of payment.

Step 4: Phytosanitary Import Permit Issuance

1) On satisfactory receipt of all required information, the Phytosanitary Import Permit shall be issued by the CA.
2) Each Import Permit shall have a unique number.
3) In instances where the particular "Case" has already been considered (that is a PRA already exists), the Phytosanitary Import Permit will be issued as soon as practicable. However for "new cases", or when the phytosanitary conditions at the country of origin have changed, requiring the conduct of a new PRA, the time of issuance will depend on the quality of the information provided to the CA by the National Plant Protection Organization (NPPO) of the exporting country, inter alia.

Records

1) Copies of the Application for Phytosanitary Import Permit, along with the Phytosanitary Import Permit issued, shall be maintained at the issuing office.
2) All relevant entries shall be entered into the Phytosanitary Import Permit Register in the prescribed format.

4.1.3.6 *Special considerations in the importation of some items of Agricultural Interest*

Category 1: Insects and Disease Organisms

1) Regulated insect pests are only allowable into the country through a process in which an approved scientific establishment is granted a permit to do so for special and well documented scientific purposes.
2) The permit details:
   a) The conditions under which the regulated pest can be brought into the country;
   b) The safeguard mechanisms that must be put in place to ensure that the pest is contained in absolutely secure facilities;
   c) The design of the facility in which the pest will be kept;
   d) The regularity and scope of inspections by qualified Plant Protection and/ or other CA personnel; and
   e) The means of disposal of the pest when the research is completed, etc.
3) All Phytosanitary Officers should be apprised of the documented exceptions and conditions that have been made in such cases.

Category 2: Organisms/Species protected under CITES [1]

1) CITES works by subjecting international trade in specimens of listed species to certain controls. These require that all import, export, re-export and introduction of species covered by the Convention have to be authorized through a permitting system, and non-compliance is subject to confiscation, inter alia.

[1] The Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) is a multilateral treaty whose aim is to ensure that international trade in specimens of named identified wild endangered animals and plants does not threaten the survival of such endangered species in the wild. EAC partner states are signatories.

2) The CA should be kept up to date on the current listing of Species protected under CITES to ensure that EAC partner states importing plants and plant products live up to their commitments under CITES.

Category 3: GMOs, LMOs and GMCs [2]

1) Guidance on how these organisms should be treated in PRAs is contained in ISPM 11.
2) A risk assessment MUST be carried out prior to the import of any such planting material/ other plant product and an import permit granted if the risk assessment is favourable.
3) If this document (along with whatever other documentation is required) is not presented or has not been granted, then the plant SHALL not be allowed entry.

Category 4: Miscellaneous Agricultural Inputs (Fertilizers, Pesticides, Other Regulated Articles)

1) Agricultural inputs like fertilizers, hormones, pesticides, adjuvants, etc. are not strictly known or considered as pathways for transmittal of regulated pests and so would not normally be considered as responsibilities under the purview of a CA.
2) The parameters for such regulation are as follows:
   a) An Import Permit is required along with the label being in English and French. The relevant Secretariat should then be contacted to find out if the documentation is accurate. (This could be done by email).
   b) If the documentation does not support the import, then the shipment is detained, and the information handed over to the pesticide secretariat for further action.

Category 5: Soil, Turf planting material, Sand primarily for road construction

1) The above materials that are usually shipped in bulk and should be subject to Import Permit considerations to limit the risk of regulated pests entering the country on these pathways.
2) The prospective Importer shall request an Import Permit detailing the rationale for the importation and all the attendant parameters, including safeguards.
3) The CA shall consider the application and develop a PRA.
4) An important aspect of the PRA would be the collection of information from the source area on possible regulated pest incidence, usually verified by a visit to the source area by a high-ranking official of the CA qualified in the relevant subject areas.
5) That Officer shall also verify the feasibility of any proposed treatments at source for ensuring the phytosanitary safety of the importation.
6) The process should be so structured as to minimize a priori inputs from a non-technical policy standpoint.

Category 6: White potatoes

1) The importation of white potatoes may be considered a special case, not only because of a risk of the product being the pathway for introduction of specific regulated pests, but also because they are often contaminated with significant amounts of soil, and such soil might transport nematodes and other pests.

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[2] Genetically Modified Organisms (GMOs), Living Modified Organisms (LMOs) and Genetically Modified Crops (GMCs) are not specifically dealt with in the IPPC ISPMs. Hence, there are no guidance documents for them as ISPMs.

However, there is some cover for these new organisms, including crops, within the conduct of PRAs for quarantine pests in which countries determine the risks associated with these organisms and develop their requirements for either the importation or export of such organisms.

2) It is considered that it might be worthwhile to develop a PRA for white potatoes and use that PRA for the development of phytosanitary measures for the white potato pathway, if such is deemed necessary.

3) Standardization of the amount of soil on potatoes that would trigger phytosanitary action is important, and the CA shall design an experiment to develop a quick test for determining this amount

Category 7: Used Vehicle Imports

1) Used motor vehicles and implements especially farm vehicles, farm machinery and farm implements shall be thoroughly cleaned, both internally and externally before arrival in an EAC Partner State.

2) A used vehicle must be free of soil and road grime, plant matter and seeds.

3) It shall be the Importer's responsibility to ensure each vehicle/farm machinery and farm implements are clean and free of regulated articles prior to arrival in EAC Partner State.

4) Used farm vehicles/farm machinery and farm implements must be inspected by the CA to ensure freedom from the quarantine risk materials above.

5) A Phytosanitary Inspector will inspect all areas of the farm vehicle, farm machinery and farm implements.

6) If the farm vehicle, farm machinery and farm implements are found to be contaminated, it must be cleaned at the owner agent's expense to the satisfaction of the CA.

7) If the farm vehicle, farm machinery and farm implements are found to be contaminated with a regulated pest and the CA determines that it cannot guarantee freedom from such pests, then they may be exported at the importer's expense.

8) Important points to check include the following:
   a) wheels, wheel guards, mud guards;
   b) tyre and boot;
   c) spare engine bay—check windshield reservoir and ensure the radiator is clean and free of debris in the cooling fins;
   d) the underside of the vehicle must be clean above and around fuel tank, inside chassis rails and under seats; and
   e) The farm vehicle, farm machinery and farm implements must be vacuumed to be clean of soil, food, sand and gravel. Special attention must be given to the following;
      i. Farm vehicles, farm machineries and farm implement being imported from tropical rural areas.
      ii. Farm vehicles, farm machineries and farm implement imported from non- tropical areas cultivating white potatoes usually infested with root knot & cyst nematodes.

9) When inspecting vehicles, the CA Inspectors should make sure that:
   a) The vehicles are parked on level ground;
   b) They use a metal or wood probe to check under fenders and not their bare hands;
   c) They examine for soil and plant debris contamination and recover any regulated pest; and
   d) If the vehicle is farm equipment, the inspectors are to carefully examine it for animal contamination, especially for manure.

4.1.3.7 *Trading protocols with other countries*

1) The CA's shall develop and implement formal trade protocols on specific agricultural products with neighbouring countries and other trading partners.
2) The CA's specific phytosanitary requirements for allowing certain produce into their country should be developed following visits to the places of production in the exporting country.
3) These are essentially based on the principles of certification of the production of crops in pest free production sites and shipped in a phytosanitary approved pathway from specified places of production.
4) The following outlines the process:
    a) Firstly, the Importer identifies to the CA what is the desired product to be imported.
    b) After a PRA has been done and the risk mitigation measures identified, a trip is either made to the production and export sites where a protocol is developed, which would include the necessary actions to be taken prior to export.
    c) Third, these actions are put in writing (protocol) and this SHALL be made available to the CA officers. Inter alia, the protocol will outline the following:
        i) Products to be imported;
        ii) Area or origin;
        iii) Packaging requirements;
        iv) Treatment requirements (washed, chemical, dipped, heat treated);
        v) Physiology (green only, no leaves);
        vi) Stamps to be used; and
        vii) Consignee.
5) If conditions in the protocol are not met, the consignment is either destroyed or returned to Exporter.

4.1.3.8 Aquatic plants

1) Along with the standard requirements for importing live plants the following apply:
    a) Plants must be imported from a recognized aquatic plant nursery, not wild harvested.
    b) Plants must be free of snails and other aquatic organisms.
    c) Plants must be for aquarium use and must not be introduced into local streams, rivers or other watercourses.

4.1.3.9 Cotton seed

1) Importation of cotton seed is subject to the following conditions:
    a) The seed must be treated with a fumigant that is accepted within the export country.
    b) The seed must only be used for the production of animal feed.
    c) The consignment must be accompanied by the required Phytosanitary Certificate.
    d) Provision must be made to prevent spillage during transport.
    e) All unused seed must be destroyed.

f) The CA must be advised of the dates of shipment and point of entry in advance to arrange for inspection of the material on arrival.

2) Non-compliance with the above measures will trigger one of the following actions:

a) Re-export of the consignment; or

b) Supervised destruction at the consignee's expense.

4.2 SOP PH-002 PHYTOSANITARY EXPORT CERTIFICATION

The purpose of export certification is to ensure that plants, plant products and other regulated articles exported from EAC partner state are in conformity with the phytosanitary requirements of the relevant importing country and with international norms.

4.2.1 Responsibilities of the Competent Authority

1) The Competent Authority has the overall responsibility to ensure this procedure is implemented and maintained.

2) The responsibilities of the CA include:

a) Maintaining current information on the Phytosanitary Import requirements of trading partner countries involved in trade of regulated materials;

b) Inspecting domestic plants and plant products offered for export;

c) Certifying those shipments that meet the import requirements of the importing country;

d) Monitoring the issuance of Export Certificates to ensure their accuracy and conformity;

e) When possible, assisting domestic exporters if their certified shipments are held at destination, and advising exporters of shipments that are not certified;

f) Monitoring other phytosanitary program activities to ensure the credibility of the Export Certification Program; and

g) Ensuring that only authorized inspectors or certification officials inspect and certify the phytosanitary conditions of plants and plant products offered for export.

4.2.2 Responsibility of the Exporter

Exporters and their suppliers have responsibilities to comply with requirements of importing countries and provisions of this procedure in order to get export certification.

4.2.3 Export Certification Process [3]

1) Where the CA is informed that produce has been exported from the EAC partner state to a destination for which inspection for compliance with phytosanitary requirements has not been undertaken for that destination,

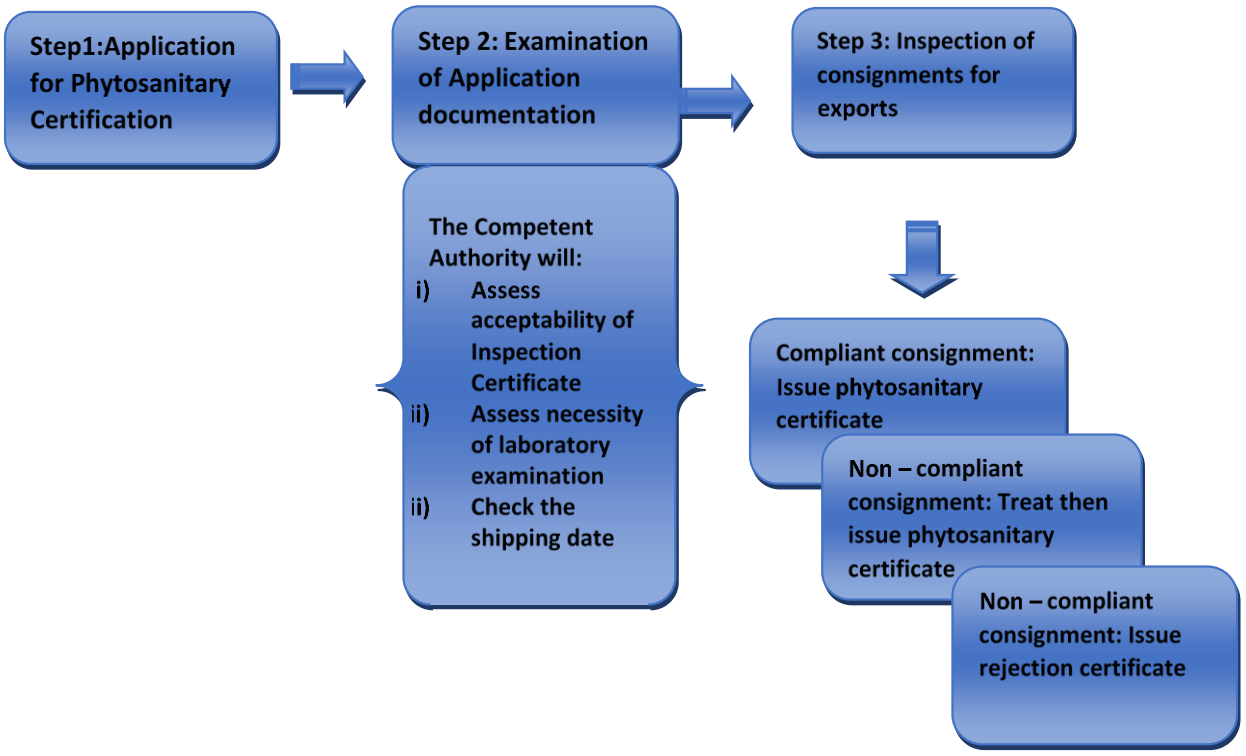
[3] Export phytosanitary certification is provided via an inspection process that can start at the place of production and be continued through all the steps of the chain i.e. production, processing, commercialization. This approach allows for phytosanitary concepts such as "pest free areas", "places and sites of production and "pest free" or "integrated system approaches".

End-point Consignment phytosanitary inspection is also conducted prior to export of plants and/or plant products from each grower's lot in a consignment for compliance to the importing country's phytosanitary requirements.

the importing control authorities must be informed. The CA will make it clear to the importing control authorities that it is unable to give any form of assurance as to the pest status of the consignment in question.

2) In the event that an importing country's phytosanitary control authority requests an "Exporting NPPO inspection on arrival in that country" as a means of providing Phytosanitary Certification for the entry of otherwise non-inspected plant products, the CA Chief Certification Officer may, after making it clear to the importing country's authority that they would not enter into a reciprocal arrangement in similar circumstances, approve a phytosanitary inspection being undertaken with the associated cost being charged to the Exporter. Any decision as to what action (e.g. re-ship, inspect/accept, destroy, etc) should be undertaken on arrival, is solely the responsibility of the importing country.

Procedural steps for phytosanitary export certification



4.2.3.1 PHYTOSANITARY EXPORT CERTIFICATION PROCESS

Step 1: Application for Export certification:

1) The Exporter or Shipper shall submit an application for inspection to the CA at a period of time before export as determined by CA management.

2) If the terms of export require inspecting during the growing season, or laboratory analyses, which may last a considerable period of time, the Exporter shall take this into consideration.

3) The application form shall be completed as accurately as possible using exact terms, definitions and figures.

4) The exporter should apply for the inspection and certification of each shipment to be certified. Certificates can be issued at the point of origin, port of transit, or at the actual port of export.

5) The application must be in the form specified and submitted to the CA in sufficient time in advance of the shipping or loading dates to provide for sampling and inspecting. The time period for the advance notice will be set by the CA.

6) The Exporter should be provided by the NPPO with a list of minimum requirements for all Exporters of plants and plant products. Only Exporters who conform to these requirements would be registered.

Step 2: Competent Authority examines Application Documents

1) The Competent Authority verifies the application documents for completeness and adequacy of requested information.

2) Basic information includes the following:
   a. Location of commodity;
   b. The identity of the plants or plant products (botanical name), plant parts, level of processing;
   c. Whether or not it is a processed product and the degree of processing;
   d. Where it was grown (geographical location);
   e. Where it is going (country and port(s) of entry); and
   f. The expected date on which the plants or plant products will be shipped

3) The Competent Authority will:
   a) Determine if the Exporter has an acceptable Inspection Certificate.
   b) Determine if a laboratory examination is required.
   c) Check the shipping date.

4) Depending on the type of inspection required, the Competent Authority schedules the inspection for export.

Step 3: Inspection of Consignments for Exports

1) During inspection the following processes shall be followed:
   a) The inspection and verification of plants or plant products offered for export determines whether or not the shipment meets the import requirements of the importing country.
   b) Inspectors should review Import Permits (IP's) or special authorizations that were submitted by the Importer to ensure that the shipment meets any additional requirements listed in the documents.
   c) Arrangements for inspections must be coordinated with the appropriate shipping officials to determine the availability of the plants or plant products for inspection, their location, and the loading times.
   d) Inspections should not begin until the plants or plant products are assembled together, clearly marked, and labelled.
   e) The exporter will make the shipment available for inspection. Shipments cannot be inspected onboard aircraft or ships or in the holds of vessels.
   f) The plants or plant products must be accessible to the Inspector so that the official can verify and inspect the material described on the application or certificate. In addition, dock papers or other shipping documents should be marked or stamped to prevent the shipment from being loaded before the inspection is conducted.

2) The Exporter is further responsible for providing the labour to open and close packages for inspection and for providing adequate facilities to perform the inspection. Such facilities include equipment, proper lighting and other materials as required for an efficient inspection before certification.

3) The following are the activities involved in the general inspection process:
   a) Decide what sample size to inspect;
   b) Compare the shipment with supporting documents;
   c) Inspect the product;
   d) Obtain the identity of a pest;

e) Determine if the plant pest is a regulated pest;

f) Look for unauthorized packing material;

g) Record the results of the inspection on the phytosanitary form; and

h) Issue or deny issue of the Export Certificate.

Step 4: Sampling for Inspection

1) When conducting a visual inspection, it must be decided if to inspect the entire shipment or a scientifically drawn sample. This decision may be based on the following factors:

   a) Import requirements of the importing country;

   b) Directions provided by the supervisor;

   c) Existing guidelines such as in the FAO ISPM guidelines or other manuals;

   d) Knowledge of pest conditions and pest distribution where the plants or plant products were grown and produced;

   e) Size of shipment; and

   f) Type of plant or plant product.

2) When sampling is the basis for certification, officially drawn samples must be large enough to represent the entire lot and must be such that it can accurately reflect the conditions of the entire shipment.

3) The minimum inspection level for fruit and vegetables is two (2) percent of the shipment's inspection unit (i.e., boxes, units, bags, tray packs, etc.).

4) The inspection level for plant material (nursery stock) and other high-risk material should be 100 percent or as close to 100 percent as is practical.

5) Commodities shipped in bulk (grain or potatoes) will require sampling techniques appropriate to the levels of pest risk and industry standards, which may be less than two (2) percent.

6) Use ISPM 31, "Methodologies for Sampling of Consignments", as a guide for the sampling methodologies should be used.

Step 5: End-point inspection of consignments against requirements

1) Once sampling for inspection has been done, the authorized Inspector will carry out inspections against importers requirements.

2) The authorized Inspector will determine the import requirements of a foreign country for plants or plant products and then determine whether or not the products meet the requirements.

3) The authorized Inspector will examine an Import Permit or special authorization and review the phytosanitary requirements of the country of destination.

4) When a product is not eligible for certification or fails inspection, the Inspector will provide the Exporter with the reasons and without prejudice, where possible, the available information necessary to meet the importing country's requirements.

5) The authorized Inspector will inspect the plants and plant products before issuing a Phytosanitary Certificate to determine that the material meets the requirements of the importing country as well as meeting the export requirements of EAC Partner State for certain products such products protected under CITES, sugar cane planting material, etc.

6) The authorized Inspector will supervise or verify the application of any treatment to prepare the plants or plant products for export.

7) The authorized Inspector will verify that the contents of the shipment are as documented on the Phytosanitary Certificate. Here, the Inspector should compare the Export Certificate with any supporting documents such as inspection certificates or reports of other agencies that may help to verify the accuracy of the contents of the shipment and the Export Certificate.

8) The authorized Inspector will advise Exporters, Brokers, and other interested parties as to the status of the shipment. When samples are drawn for laboratory examination or when delays in certifying the shipment occurs, the Inspector should inform the Exporter or the shipping company so that the shipment is not inadvertently loaded before the completion of inspection and certification.

Step 6: Inspection Results and Report

1) Inspectors must record the results of their inspection and additional information about the shipment on the standard form.

2) This will support their decision to certify or not certify the plants or plant products. Inspectors must record the following information about the inspection:

   a. Place (port and location) where the plants or plant products were inspected;

   b. Percentage of material inspected;

   c. Percentage of material infested or infected;

   d. Pests intercepted and treatments given;

   e. Actions taken by the Exporter (as a result of inspection);

   f. Actions taken to make the plants or plant products eligible for certification such as repackaging, reconfiguring, or debarking;

   g. Unusual situations concerning the shipment;

   h. Inspector's signature; and

   i. Date and time of the inspection (ensure that the inspection was conducted within specified time limits)

3) Should the inspection Report point out to necessary corrections, the Exporter will implement the corrections as appropriate. A re-inspection may be carried out to verify the corrections.

Step 7: Issuance/Rejection of Phytosanitary Certificate[4]

1) A decision to issue Phytosanitary Certificate shall be done after recording the inspection results and deciding that the shipment is in conformance with the Importers' conditions.

2) The authorized Inspector shall be in charge of preparing the Phytosanitary Certificates.

[4] The PC is an official document issued by the exporting country's National Plant Protection Organization to the importing countries National Plant Protection Organization. The PC is based on the IPPC Model Phytosanitary Certificate (ISPM 12).

The purpose of the PC is to indicate that the consignments of plants, plant products and other regulated articles meet the specified phytosanitary requirements of the importing country and are in conformity with the certifying statement of the appropriate model certificate.

3) A Phytosanitary Certificate should not be issued if the time limit has been exceeded. Use a Bill of Lading to identify if the plants or plant products have been inspected and are being shipped within the established time limit.

4) Some countries will not accept certificates with alterations, errors, or erasures. Unacceptable Phytosanitary Certificates will result in shipments being rejected, destroyed, or delayed in release.

5) The inspector should never make corrections to the areas on the certificate that identify the following:

   a) Name and quantity of plants or plant products;

   b) Name of produce and quantity declared;

   c) Botanical name of plants;

   d) Number and description of packages;

   e) Product (kind, quantity, and weight);

   f) Identification;

   g) Distinguishing marks; and

   h) Additional declaration.

6) If permitted by the importing country, the Inspector may correct minor errors in the other areas of the certificate, but these corrections should be initialled by the Inspector.

7) The inspector should never delete entire entries or use opaque correction fluid. Certificates must be completed in English or French and in a legible handwriting or typed.

8) The Inspector should not issue a Phytosanitary Certificate for prohibited material unless an Import Permit or special authorization from the National Plant Protection Organization of the foreign country is presented.

9) Official attachments to the Phytosanitary Certificate should be limited to those instances where the information required to complete the certificate exceeds the available space on the certificate.

10) Any attachment containing phytosanitary information should bear the Phytosanitary Certificate number, and should be dated, signed and stamped in the same manner as the Phytosanitary Certificate.

11) The PC shall indicate, in the appropriate section, that the information belonging in that section is contained in the attachment.

12) The attachment should not contain any information that would not be put on the Phytosanitary Certificate itself, had there been enough space.

13) Corrections are either not allowed or should be kept to a minimum.

   a) Do not allow errors on PCs as the export summary specifically states that the certificate may contain no errors.

   b) Never correct information entered in the critical blocks on the PCs, unless directed otherwise in the export summary.

   c) Never delete entire entries or use opaque correction fluid or correction tape.

14) The format of the international model adopted by the International Plant Protection Convention must be followed.

15) PCs must be completed as follows:

   a) English and French language only;

   b) Original and all copies should be legible;

c) No foreign words or phrases, except for Latin binomial names of plants, plant products and plant pests; and

d) Hand printed in uppercase letters, typed, or computer generated.

Step 7(a): Replacement of Phytosanitary Certificates

1) Only authorized Phytosanitary Inspectors at the issuing office can either replace or reissue lost PCs.

2) Replacement certificates are based on the same inspection date(s) and results of the original certificates because replacements are not based on new inspections. Only the date of issuance will change on replacement certificates.

3) Record an additional declaration on replacement certificates that includes replaced certificate number, date of issuance, issuing office, and the reason for replacing the certificates.

4) A user fee should be charged for replacement of phytosanitary certificates.

Step 8: Change /Correction of Information on Phytosanitary Certificates

1) Only officials authorized by the CA can change or correct information on Plant Phytosanitary Certificates to deter their forgeries and misuse.

2) Inspectors must never enter or authenticate an additional declaration on a PC that refers to the following:

a) Aflatoxins or other mycotoxins;

b) Fitness for human consumption;

c) For bulk shipments of grain, freedom from plant disease-causing organisms when a pathogen occurs in the exporting country;

d) Freedom from animal diseases and statements about animal health concerns;

e) Grade and/or quality;

f) Genetic composition and/or disease resistance;

g) Intended use (such as for scientific purposes);

h) Letter of credit number; and

i) Letter of credit requirements or other unofficial requests from buyers and sellers.

Step 9: Clearance to Export within stipulated period

1) Once the inspection is completed and the export certificate issued, the Inspector should immediately notify the Exporter or the shipping company that loading can begin.

2) The authorized Inspector will advise exporters that they must export plants and plant products within prescribed time limits following inspection. Those time limits are usually specified in the information provided by the country of destination.

3) If a time limit is not specified, then the general time limit for certification and exportation is within seven (7) days of inspection.

4.3 SOP PH-003 PHYTOSANITARY INSPECTION

1) This section of the SOP's highlights aspects of the inspection process which are common to both the Importation and Exportation regulatory functions of the Competent Authority.

2) The purpose of this phytosanitary inspection procedure is to provide inspection guidance that will ensure that plants, plant products and other regulated articles imported or exported from EAC partner state are in conformity with phytosanitary regulations and with international norms.

4.3.1 Principal Responsibility

The Competent Authority shall have the overall responsibility to ensure this procedure is implemented and maintained.

4.3.2 Phytosanitary Inspection Process

4.3.2.1 Inspection of Cargo [5]

1) For purposes of inspection, consignments shall be sampled in order to:

   a) detect regulated pests;

   b) provide assurance that the number of regulated pests or infested units in a consignment does not exceed the specified tolerance level for the pest;

   c) provide assurance of the general phytosanitary condition of a consignment;

   d) detect organisms for which a phytosanitary risk has not yet been determined;

   e) optimize the probability of detecting specific regulated pests;

   f) maximize the use of available sampling resources;

   g) gather other information such as for monitoring of a pathway;

   h) verify compliance with phytosanitary requirements; and

   i) determine the proportion of the consignment infested.

[5] It is important that sampling procedures within EAC Partner States are documented and transparent and take into account the principle of minimum impact (ISPM 1: Phytosanitary principles for the protection of plants and the application of phytosanitary measures in international trade).

It is usually not feasible to inspect entire consignments, so phytosanitary inspection is normally performed on samples obtained from a consignment.

Inspection and/or testing using statistically based sampling methods can provide a level of confidence that the incidence of a pest is below a certain level, but it does not prove that a pest is truly absent from a consignment. ISPM 31 outlines methodologies for sampling consignments.

2) A lot to be sampled shall be a number of units of a single commodity identifiable by its similarity in factors such as the following:
   a) origin
   b) grower
   c) packing facility
   d) species, variety, or degree of maturity
   e) exporter
   f) area of production
   g) regulated pests and their characteristics
   h) treatment at origin
   i) type of processing
3) A consignment may consist of one or more lots. If there are more than one lot, the Inspector shall do the following:
   a) Conduct several visual examinations to determine compliance.
   b) Sample each lot separately.
   c) Segregate and identify the samples relating to each lot so that the appropriate lot can be clearly identified if subsequent inspection or testing reveals noncompliance with phytosanitary requirements.

Sampling Units

1) In sampling, the Inspector shall identify the appropriate unit for sampling (for example, a fruit, stem, bunch, unit of weight, bag or carton). The determination of the sample unit is affected by issues related to the following:
   a) homogeneity in the distribution of pests through the commodity;
   b) whether the pests are sedentary or mobile;
   c) how the consignment is packaged;
   d) intended use; and
   e) other operational considerations.
2) Sample units should be consistently defined and independent from each other. The sample size is the number of units selected from the lot or consignment to be inspected or tested. In determining the sample size, Inspectors shall be guided by ISPM 31 Section 5.

Sampling Methodology.

1) NPPOs may choose either a statistically based or non-statistical sampling methodology. Sampling based on statistical or targeted methods is designed to facilitate the detection of regulated pest(s) in a consignment and/or lot. ISPM 31 gives full details regarding sampling methodologies.
2) Sampling containerized cargo may pose an operational problem because the Phytosanitary Inspector may need to obtain a representative sample of the entire container. Usually, only the rear of the container is available to

the Inspector and, unless samples can be secured from the middle or front of the container, the sampling would not be truly representative of the consignment.

3) Under these circumstances, it may be preferable to inspect the container at the Importer's premises or at a container warehouse. Sampling is usually done without replacement of samples prior to completion of inspection.

4.3.2.1.1 Categorization of Plant Commodities Based on Risk

The commercial commodities that are most frequently inspected are fruit and vegetables, wooden furniture and furnishings, live plants and planting material, and grains. The specific procedures for consignment inspection are related to the risks associated with their plant commodity class as specified in the Table below.

Table 4: Plant Commodity Classes

INTENDED USE	CLASS	COMMODITY CLASS DESCRIPTION
PROPAGATION / REPRODUCTION	CLASS 1	Plants for planting, except subterranean parts and seeds.
	CLASS 2	Bulbs, tubers and roots: subterranean parts intended for propagation.
	CLASS 3	Seeds: true seeds in their botanical definition intended for propagation.
CONSUMPTION / TRANFORMATION	CLASS 4	Fruits and vegetables: fresh parts of plants intended for consumption or processing and not for planting.
	CLASS 5	Ornamental cut flowers and foliage: cut portions of plants, including the inflorescences, intended for decoration and not for planting
	CLASS 6	Wood, bark, cork: processed, semi-processed or not processed.
	CLASS 7	Include packing and support material and similar products of plant origin and any other material used to transport, protect and/or adapt regulated articles.
	CLASS 8	Soil, peat, and other such material of support.
	CLASS 9	Grains: refer to cereals, oleaginous, leguminous seeds and other seeds intended to be consumed and not for planting.
	CLASS 10 Any other	Regulated article that it is not included in the previous classes.

4.3.2.1.2 Sampling of consignments for Inspection

1) Below is a list of the basic tools and environment necessary for visual inspections:
   a) Knife and brush;
   b) Sample bags/phials;
   c) Hand lens;
   d) Proper lighting;
   e) Labels;
   f) A copy of the local pest list;
   g) Pest alert sheets;

h) Alcohol;

i) Digital camera; and

j) A list and simple identification keys of target pests of quarantine importance.

2) Specific guidance for the various commodity classes are presented below:

a) Inspection of Solid Wood Packaging Material (SWPM) (Class 7)

Because solid wood packaging material, both soft wood (conifers) and hard wood (broad leaf trees), may transmit pests and diseases, the wood used for packages must comply with the following phytosanitary requirements.

i) SWPM shall be debarked and free from living insects and without grub holes with diameter larger than 3 mm.

ii) Packing material shall be marked by a special label, as per ISPM No 15 which indicates that the wood has been:

a) heat treated to reach at least 56 degree Celsius in the core of the wood for 30 minutes; or

b) kiln dried if temperature and time are those defined for heat treatment or fumigated or treated with a fumigant that is accepted within the export country.

iii) SWPM will be inspected in accordance with methods for round wood and sawn wood.

b) Inspection of Packing and Support Material, Soils and Peat, and others support materials

i) The Inspector shall examine the nature of the packaging material used.

ii) The Inspector shall not allow packaging material of plant origin such as husk and straw. Re-packing shall be required if such materials are found.

iii) The Inspector shall inspect packaging material for freedom from infestation by regulated pests, soil and other contamination.

iv) When the Inspector detects a regulated pest infestation, he/she shall report the situation and require Pest Identification and/or application of appropriate phytosanitary measures, including treatment, or the rejection of the consignment.

c) Inspection of consignments for consumption (Commodity Classes 4, 5, 6 and 9)

i) <u>Fresh Fruit and Vegetables (Class 4)</u>

(1) Visual inspection of samples for signs and symptoms of disease (rots, spots, blemishes), insects, extraneous plant material (weed seeds) and soil contamination.

(2) The surfaces of the samples should be closely examined for both live and dead organisms. Where organisms are found, they should be collected in sample bags or phials, properly labelled and forwarded to the subject matter specialist for identification. Slice fruit where possible and inspect for internal feeders.

(3) If the Inspector finds a pest infestation that cannot be identified visually, or the IP requires laboratory tests, he/she shall detain the consignment.

(4) If the Inspector identifies a regulated pest that presents the risk of spreading during the detention period, he/she may decide on the rejection, destruction or any other phytosanitary measure required without waiting for the laboratory results. However, a sample shall be referred to the laboratories for purposes of confirmation.

(5) All imported consignments are inspected. Each plant species and variety is inspected separately.

(6) The Inspector shall pay special attention to possible soil or debris in the bottom of cases and on packaging material.

(7) Carefully inspect leaves or stems which may be infested by diseases or pathogens.

(8) The sample must be representative of the whole consignment.

(9) Select numbers of samples for inspection as per Table below:

Table 5: Sampling for fresh fruit consignments

Number of Units (cases, etc)	Number of units to be sampled for inspection
Less than 10	All units
11 – 100	10 % or at least 5
101-1000	2% or at least 10
More than 1000	1 % or at least 20

ii) White Potatoes (Class 4)

(1) All consignments of potatoes intended for importation shall be inspected.

(2) Each lot should be inspected separately. If potatoes are packed, the sacks (usually 20-25 kg for ware potatoes and 50 kg for seed potatoes) are used as units for inspection. If the potatoes are in bulk, it may be impossible to identify individual lots, and the whole consignment should be considered as one lot.

(3) Special attention shall be paid to possible soil and debris inside and between sacks and in containers.

(4) Sampled tubers shall be cut in slices by knife, starting from heel end, to verify possible visual symptoms of bacterial diseases (Clavibacter sp. or Ralstonia sp.) or fungus diseases (Fusarium sp.). The whole tuber shall be visually inspected for blemishes, a symptoms of root knot nematode infestation. For visual inspection at least 200 tubers of each lot shall be cut.

(5) If symptoms of infestation are found, or the inspector suspects infestation but cannot verify it by visual inspection, samples shall be taken and referred to the laboratory. For laboratory tests, the heel ends of at least 200 tubers of each lot have to be cut.

(6) Samples of loose soil found in sacks or under the inspection table shall be also taken and sent to the laboratory for potato nematode analyses.

(7) To sample potato consignments, the numbers in the Table below are used for random inspection. If the inspector finds any sign of suspected infestation, and or infection inspection shall be targeted, and more samples shall be taken. (One lot = same variety, same origin = one phytosanitary certificate).

Table 6: Sampling size for Ware and industrial potato consignments

Size of consignment	Number of bags (20 kg)	Size of sample to be inspected
One container or wagon Less than 30 tons and consists of more than 1 lot	If 1 lot - inspect 5 bags If 2-5 lots - 1 bag/ lot If > 5 lots - < bag/lot	In total 200 tubers, collected from inspected bags
30 - 50 tn	5 bags per lot	In total 200 tubers, collected from inspected bags
50 - 200 tn	1 bag per each 10 tons	In total 200 tubers, collected from each inspected bag
Over 200 tn	1 bag per each 10 tons	1 tuber per tn

iii) Cut flowers (Commodity Class 5)

(1) Check the boxes to determine if the cuttings have been chemically treated. If so, use gloves when handling cuttings. Prepare the stems or bunches of flowers for inspection.

(2) The procedure will be different for single stems than for those packed in bunches. Usually single stems are at a lower risk than cuttings tied in bunches for possible pests detection.

(3) All imported consignments of cut flowers shall be inspected regardless of the country of origin.

(4) Inspection shall pay attention to living insects, mites in leaves, any signs of rust or mould or symptoms of bacterial or virus diseases.

(5) Usually plants that are packed as loose stems are of a lower risk than those in a bunch.

(6) The Inspector shall shake or tap each flower or bunch over a white inspection surface.

(7) The tapping is to be done with enough force to dislodge any insect larvae, adult insects, or faecal material.

(8) Examine the inspection surface to catch thrips, aphids, and early larval instars. Look for anything that moves and for faecal material that may have been dislodged.

(9) Inspectors must examine the leaves (especially the under surfaces) and stems for the following:

(a) Signs of feeding - discoloured mines in the leaves.

(b) Symptoms of diseases - discoloured sections, rust, or black spots.

(c) Adult insects or larvae.

(10) The flowers and foliage are to be examined in the following ways:

(a) Spreading apart inflorescences.

(b) Opening the calyx at the base of the flower.

(c) Cutting open stems o Inspecting the inside of the packages for larvae, insects, or any other evidence of these pests.

(d) Inspecting lots on the basis of plant species. For flowers packed in boxes or trays, select as many packages that are necessary to comply with the following guidelines:

Table 7: Cut flowers sampling

Number of cut flowers in commodity, packed	**Number of plants to be inspected**
Less than 100	Inspect all
101 – 500	15 %, at least 30
500 – 2000	10 % , at least 70
More than 2000	5 %, at least 150

iv)* Inspection *of Non-Perishable Consignments: (Classes 5, 6 and 9), (e.g. grain, pulses, spices, dry fruits, nuts, dry plant material, wooden artifacts, etc.)

(1) Stored products (grain, flours etc) (Class 9)

(a) Stored products may be infested by insects, mites or moulds.

(b) If the product is imported loose, the samples are most easily and reliably taken when the cargo is unloaded.

(c) Sampling is done by collecting enough material in cans of approximately 0.5 litres each.

(d) Cans are filled at different times during unloading, then combined as a bulk sample and inspected visually.

(e) When the product is transported as bulk cargo, living insects and mites are usually found on the top layer and corners of the material. If possible, samples should be taken from these places before unloading.

(f) The inspection of small packages will entail destruction of the packaging of the samples.

(g) The inspection procedure is as follows:

(i) From each store and silo, two (2) samples are taken, one from top and one from the bottom. One sample shall consist of 10 sub samples taken from different parts of the stored grain. One sample should be about 1 litre.

(ii) Samples are inspected in the laboratory by binocular microscope.

(iii) The species of insects found are determined and the numbers of insect and mites per litre are estimated.

(iv) Stored products may be imported in bulk or packed into sacks or into different types of packages. It is essential to get a representative sample of the whole lot for visual inspection.

(v) If imported in bulk the whole consignment should be divided into parts which have an equal possibility of being sampled. Usually this can be done only when the consignment is unloaded either at the harbour or at the place of destination.

(vi) If imported in bags, each bag may be regarded as a unit for sampling.

See Tables 8 and 9 below.

Table 8: Sampling size for cereals in bags

Number of bags in consignment	**Number of bags to be sampled**
Less than 10	All bags
11 – 100	10 bags selected at random
More than 100	5%, at least 10 bags

Table 9: Sampling size for bulk cereal

Quantity in lot, tons	**Number of sub-samples and total quantity of material in bulk sample**
Less than 10	5 sub samples, 1 litre
11 – 50 ton	8 sub samples, 1,5 litre
51-100 ton	10 sub samples, 5 litre
More than 100	15 sub samples, 10 litre

(2) Round wood and sawn wood (Class 6)

(a) With wood inspection, quantities are large and the unloading of consignments for inspections at the time of import may be difficult. Note below the most important steps of inspection:

(i) verify the origin of wood indicated in the documents because risk depends on origin.

(ii) check that the wood species are those listed in the documents.

(iii) pay attention to bark; loose bark usually for bark beetles' detection.

(iv) find and sample living insects.

(v) take notice of holes, traces and tunnels of insects in wood surface under bark, frass (sawdust under bark), grub-holes wider than 3 mm.

(vi) try to find blue stained wood, which indicates the presence of fungus suitable for feed by wood living nematodes.

(vii) if the wood is kiln-dried, measure the humidity percentage of the wood Sawn wood is classified according to international quality grading systems, and the quality is marked on the wood itself or in the packages. Grading category helps in determining the phytosanitary status of each lot.

(b) The Inspection procedure is as follows:

(i) Each lot in a consignment shall be inspected visually. If sawn wood is packed in a plastic cover, the Inspector shall require a certain number of packages to be opened.

(ii) If round wood is loaded into ships, railway wagons or into lorries, the Inspector shall visually inspect generally the whole train or lorry.

(iii) If all wagons seem to be loaded by same type of wood (same quality category), select 10% of the wagons for targeted inspection. Targeted inspection is directed into logs which are visible in wagons. Round wood loaded into lorries shall be inspected wholly by the same principles.

(iv) Where the Inspector suspects that logs in the middle of the cargo are under different conditions from those which can be seen on outer surface, the cargo should be unloaded in a place where inspection can be conveniently carried out.

(v) The Inspector shall pay attention to the wood used to support the cargo and dunnage, which may be of low quality. They may also be of tree species different from that of the main consignment. Hard wood cargos may be supported by coniferous wood or vice versa.

(c) The relative humidity inside wood is a reliable method to verify if the material has been adequately kiln dried.

(d) If humidity is lower than 20% RH, kiln drying has been used. Heat treatment (56 degrees for 30 minutes) does not necessarily decrease the RH under 20 %. Therefore, whether heat treatment has been performed in a proper way or not cannot be reliably tested by physical measurements in such wood.

(e) Samples for pinewood nematode analyses should be taken. Coniferous round wood and sawn wood or packing wood originating in countries where pinewood nematode exists, may be inspected by the following methods: select blue-stained parts in wood, samples may be taken by drill with a 25 mm diameter bit, a 20-30 mm deep hole is drilled on the outer surface of the wood, the drill chips are collected in a plastic bag, marked, closed and sent to the laboratory. One bulk sample shall be at least 200 g of chips, drilled from at least 20 logs or boards. Samples shall not be taken at the end of logs. If a drill is not available, discs may be taken by saw.

(f) Samples must also be taken for small plants and cuttings of ornamentals and vegetable plants (Class 1). Each species or variety is inspected separately. Small consignments (less than 100 pcs.) shall be inspected in total. On the larger consignments, at least 10% shall be selected at random with a minimum of at least 100 pcs. Sample size should be in accordance with Table 8.

Table 10: Sample Size for small plants and cuttings

Number of plants or cuttings in lot	Number of plants to be inspected
Less than 500	Inspect all
501-2000	15 %, at least 150
2001-10000	8%, at least 300
Over 10000	5%, at least 500

(g) Inspectors shall look for thrips, leaf miners and whiteflies. Any sign of discoloration may indicate the presence of a virus or bacterial disease. In these cases, samples shall be taken for laboratory analyses. If

infestation is suspected but cannot be proven, small plants and cuttings may be ordered into post entry quarantine for cultivation.

(3) Root crops, edible bulbs (onions etc), flower bulbs, corms and roots (Class 2)

a) Inspect the root crop or bulb for signs of insect boring.

b) If holes are visible, cut the root or bulb with a knife and verify the reason.

c) To detect pathogens, look for surface discoloration (generally a brownish– grayish colour), surface blisters, depressions, or any irregularity.

d) To inspect for nematodes, take samples to the laboratory.

e) Take sample of soil attached to root crops and bulbs and of loose soil in the bags and containers. Soil may be infested by pathogens.

f) Maximum allowed amount of soil is 1 % of weight.

g) If indications of disease are noticed, detailed examination using a microscope must be carried out.

h) When necessary, or if required in the IP, special laboratory tests will be conducted to meet requirements of additional declarations.

Table 11 should be used in selecting samples for visual inspection:

Table 11: Sample sizes for bulk Class 1, 2 or 3 material

Quantity in lot, tons	**Number of sub-samples and total quantity of material in bulk sample**
Less than 10 ton	5 sub samples, 1 litre
11-50 ton	8 sub samples, 1,5 litre
51 - 100 ton	10 sub samples, 5 litre
More than 100 ton	15 sub samples, 10 litre

Table 12: Sample sizes for smaller quantities

Quantity in a lot, kg	**Amount of sample, kg**
Less than 10 kg	Inspect all
11-100 kg	Inspect at least 10%, but at least 100 pcs.
Over 101 kg	Inspect at least 5 %, but at least 200 pcs.

(4) Nursery products (fruit trees, small plants, ornamental trees, perennials) (Class 2)

a) Nursery products must be bare rooted, free of soil or any growing medium. Fresh peat moss for protecting the root system is allowed, but all the attached soil or growing medium must be removed.

b) Inspect all of small consignments. On larger consignments select at random 10% of plants for inspections, at least 50 pcs.

c) Open soil or peat balls and inspect the roots, which may be infested by pathogens or any other pests.

See Table 13 below for sample sizes.

Table 13: Sample sizes for nursery products

Number of plants in a lot	Number of plants to be inspected
Less than 50	Inspect all
51-200	10%, at least 15
201-500	5%, at least 20

Over 500	3%, at least 30

d) During the visual inspection, pay attention to the following:

i. root knots, discoloured stems, dark spots, loose bark in stems. Problems with nursery plants are virus and bacterial diseases, which are difficult to observe and identify, and which may appear only after some years' cultivation. Laboratory test should be required.

ii. The Inspector shall pay attention to plant species which are known host plants of quarantine pests.

iii. Attention shall be given to the growing medium in pots, which should be clean growing peat without organic soil. No soil is to be permitted on any plants; roots should be protected by non-soil medium.

(5) Non-perishables (e.g. true seed) (Class 3)

a) The Inspector shall carry out sampling in accordance with principles established earlier.

b) The consignment will be examined visually for insects, mites, disease symptoms, galls, fungal fructification, weed plants, in relation with regulated pests (quarantine and non-quarantine regulated pest), soil contamination, etc.

c) Samples shall be forwarded to the laboratory for further examinations including:

i. Microscopic examination for spores, mites, etc.

ii. Blotter/incubation tests for detecting seed borne infection.

iii. Other laboratory tests as required.

(6) Special Class 10 Commodities (Bio-control agents as parasites, predators, bacteria, fungi, viruses, herbaria, soil, etc.)

a) These are special cases, and it is expected that the conditions under which these would be allowed entry or certified for export would have been detailed by the subject matter specialists in the NPPO and included in the Import Permit or other relevant official document.

b) Detailed instructions for inspection, detention and release of these regulated articles must be provided to relevant staff by the NPPO.

c) Otherwise unregulated articles that are considered as possible pathways for entry of pests must be free of soil, hay, grass cuttings, etc. Such contaminants may present serious implications for the country. For example, soil is an excellent carrier of human, animal and plant disease. Examples are as follows:

i. Cholera (human).

ii. Foot and Mouth Disease (animal).

iii. Nematodes and soil borne pathogens (plants).

d) Christmas Trees that are imported seasonally at Christmas time are special cases that constitute a risk of entry of exotic quarantine pests, as well as possibly dangerous insects, mites and other unwanted animals. In general, the phytosanitary measures that are recommended for importation of these trees into EAC Partner State are as follows:

i. The trees must be imported under import permits.

ii. The IP should indicate that trees must be sourced from farms specialized in the sale of such trees.

iii. Trees should be well shaken to dislodge insects and other unwanted pests before being placed in containers.

iv. Because of their use inside homes, the trees should not normally be treated with insecticides.

4.3.2.1.3 Pest Interceptions

1) Should any regulated pest be intercepted, or any prohibited or restricted plant products be found, the following quarantine actions may be taken.

2) If a plant or plant product is discovered and is known to be a host of pest(s) of major phytosanitary concern to EAC Partner State or to the importing country (in the case of exports) the Inspector shall do the following:

   a) Seal the concerned store or container and appropriately place a tag with a warning quarantine notice prohibiting tampering with the seal. All fruit fly host materials should be sealed in vessel stores or refrigerators.

   b) Inform the Ship's Officer that products under seal are subject to quarantine while in the country and that the seal can only be broken under Phytosanitary supervision or after the vessel's departure from the territorial waters of the country.

   c) Ensure that both the Inspection/Quarantine Officer and the Ship's Officer sign the appropriate form indicating the action taken.

3) If restricted or prohibited plants or plant products are encountered, but it is determined that there is little or no risk of the introduction of any pests of quarantine significance provided that these products remain aboard the ship, then it would suffice to safeguard these plants or products, that is, they may be allowed to remain aboard ship. The removal of prohibited products or waste generated from their use should not be allowed. The Inspector should do the following:

   a) Collect all plant pests intercepted and identify them where possible.

   b) Refer to relevant specialists, using the appropriate pest interception form, all organisms believed to be of phytosanitary significance that could not be properly identified immediately by the inspector.

   c) Prepare and preserve specimens of pests for their final determination and possible incorporation in any local collections.

   d) Keep adequate records of interceptions and subsequent actions in order to establish appropriate references for future actions.

4) In all cases of non-compliance, the ship officials must be informed of the action taken and warned accordingly.

5) All fruits, vegetables or other plant products found aboard that present a low or an acceptable level of phytosanitary risk may be allowed or released without restriction.

6) Whenever boarding and inspection takes place, the Inspector and the Phytosanitary office must keep proper records.

4.3.2.2 *Inspection of Vessels*[6]

Vessels shall be inspected for the following reasons:

[6] All ships arriving into an EAC Partner State should be inspected, regardless of the nature of the cargo. However, those that bring products of plant origin should have highest priority.

It must be kept in mind that residual pest infestations can and have occurred from residues of previous cargoes including plant products. Also, there have been many examples of packing materials of non-plant products that were found infested with insect pests. These materials may pose substantial risks and must be inspected even though the current cargo may be of a non-plant nature.

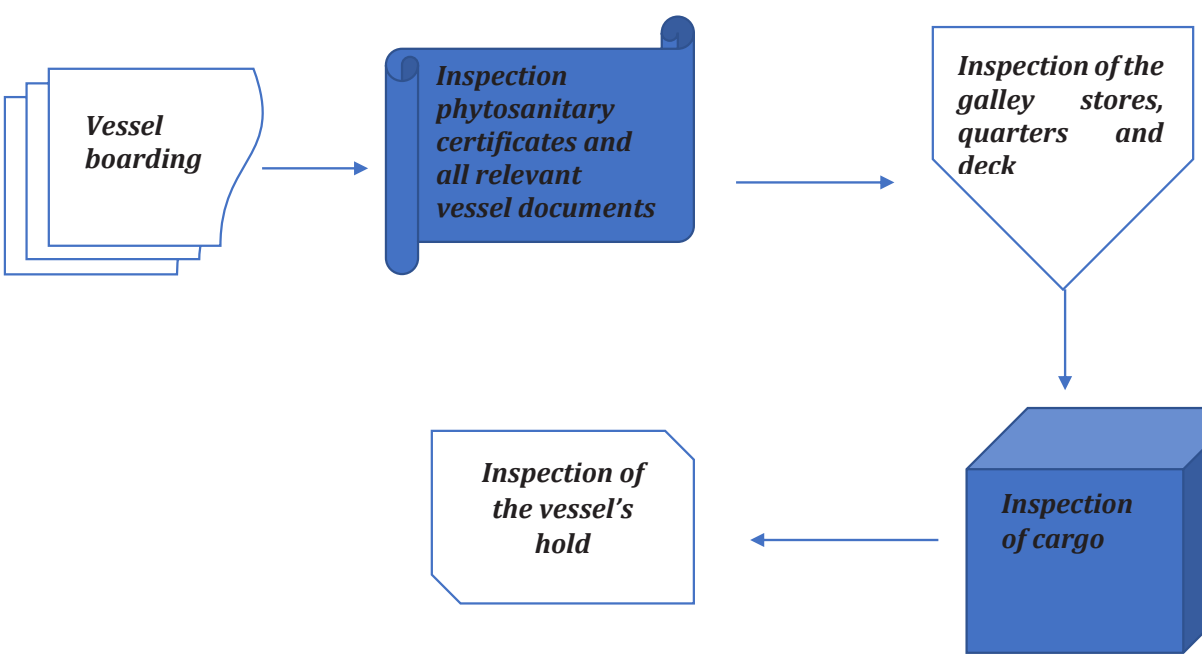
a) To determine if there is on board any cargo, stores, crew and/or passenger baggage, garbage, etc. (which might be subject to restrictions and prohibitions as set forth in the Phytosanitary regulations) or other materials which may be infested or infected with regulated pests.

b) To determine if there are any contaminating pests (hitchhikers) of potential Phytosanitary importance that could be introduced into the country while the ship is in port.

4.3.2.2.1 Inspection procedures for vessels

Inspection procedures will depend on the type of vessel and the characteristics of the cargo. Bulk cargo, for example, will require different procedures from those for containerized cargo.

A. Procedural steps on inspection of Vessels



Step 1: Vessel boarding

1) Ships may be inspected at the wharf or dock. This should be done as soon as possible after docking. A boarding party is organized, which would normally include such agencies as Customs, Health and Phytosanitary.

2) It is important that the Customs and the Phytosanitary Services work together as they both require similar information of the ship's officers. The customs officer may be authorized to perform **the non-technical** phytosanitary duties on first boarding if a Phytosanitary officer is unavailable.

Step 2: Inspection on arrival

1) Where required, the Phytosanitary inspector shall ask the Captain of the vessel for the phytosanitary certificates that cover the products to be unloaded. The Inspector shall ensure that the phytosanitary certificates agree with the declared cargo according to the shipping documents.

2) Some intraregional trade concerns will include the following:

   a) soil accompanying root crops (produce with excessive soil may be washed on the wharf or any other area deemed safe to do so);

   b) fruit flies on fruit from certain areas;

   c) sweet potato weevils;

d) mango seed weevil (Sternochetus mangiferae);

e) pink hibiscus and other mealy bugs (if deemed to be quarantine pests); and

f) packing materials including banana leaves that can be a pathway for pests such as Black Sigatoka.

3) The Inspector should be mindful of the following regarding intraregional trade:

a) Bilateral or regional protocols based on integrated or other measures should be honoured.

b) A pest that is widely spread in EAC Partner State and not under official control should not be regulated against re-entry from another country.

c) Produce from different islands may sometimes be combined before shipment to EAC Partner State. This is especially important for some products such as citrus leaves and fruit, mangoes and sweet potatoes that are hosts to important pests such as fruit flies (Anastrepha sp.) and sweet potato weevils (Cylas and Euscepes). The origin of these commodities must be determined and verified by the Phytosanitary Certificate, where required.

Step 3: Review of Vessel's documents

1) On boarding the ship, the boarding party is usually conducted to the place allocated by the ship's Captain or other designated Officer to review all relevant documents. At this time the Phytosanitary Inspector should enter all pertinent information secured from the ship's documents in a Ship Inspection Information Form.

2) Documents to be inspected should include the following:

a) Ship's travel itinerary – provides a list of ports and countries the vessel has visited on its current voyage.

b) Ship's foreign cargo manifest – lists the nature and country/countries of origin of the cargo the vessel is carrying.

c) Stores list of provisions (fresh, dried and preserved), which are in the ship's refrigerators and dry storerooms for consumption by the crew and passengers.

d) Passenger baggage declaration (where applicable) – is a list of items purchased by the passenger in foreign countries and that he/she intends to bring into the country.

e) Passenger list – of passengers the ship is carrying and gives their names, the number of passengers, the amount of baggage, their port of embarkation and their port of destination.

f) Crew list – the names and nationalities of all crew appear on this list.

g) Crew souvenir list – includes items purchased by the members of the crew while they were in foreign countries that they intend to bring back to their own country. Used personal effects are not included.

3) In cases where the Phytosanitary Inspector is unable to board the vessel as part of the boarding party, then the relevant ship's documents should be obtained from the Customs Office at the port. Generally, port authorities and shipping agents know the cargo that any ship is carrying at least 24-hours prior to arrival.

4) The Phytosanitary Inspector should obtain this information, which would allow for effective planning of the inspection by gathering and studying available technical information.

Step 4: Inspection of vessel's stores

1) When the ship or aircraft is boarded, the Phytosanitary Inspector may deliver a copy to the Captain of the Phytosanitary regulations with which the ship is obliged to comply while it is in territorial waters. This action is taken if the vessel's Captain has not been previously given such information as the national strategy for promoting awareness and compliance with national phytosanitary regulations.

2) The following should then be undertaken by the Phytosanitary Inspector:

a) Inform the Captain that he/she wishes to proceed to inspect the ship.

b) Request that he/she designate a ship's officer, for example, the Chief Steward, to accompany him/her.

c) Solicit any pertinent information from the Chief Steward regarding regulated articles and procedures relating to their storage or handling on board.

3) The *Inspector should already have pertinent information from the ship's documents regarding regulated articles on board. He/she should have basic tools readily available. These tools should include the following:*

a) Flashlight;

b) hand lens or magnifiers;

c) knife;

d) quarantine tags;

e) sealing cord;

f) vials and plastic bags; and

g) safety equipment such as gloves

Step 5: Inspection of the galley and stores

1) Inspect for and note the quantity and origin of all fresh and stored produce. Special attention should be given to fresh produce, fruits and vegetables.

2) Ask the Chief Steward about the origin of all fresh produce and fruits in the store. This information is invaluable in determining the phytosanitary risk of any commodity as it would suggest to the Inspector the possible pests associated that he/she should be looking for.

3) When the Chief Steward does not know the origin of the stores then she/ he must ask where they were purchased. For example, the ship may have taken supplies of fresh oranges in England, but this country obviously does not grow oranges; the fruit purchased in one country may have originated from a country where fruit flies are known to occur.

4) Where necessary, examine packing material for clues as to the country of origin of some produce.

5) Examine bags and boxes of stored produce especially grain for associated pests.

6) Examine jute or burlap bags at the seams, especially bags carrying grain, flour, rice and spices, for the Khapra beetle and other pests of potential phytosanitary importance.

7) Check corners, cracks and crevices and other storage packages for storage pests.

8) Check the floors of the storerooms for dead or living pests and collect for ID and risk determination.

9) Use specimens to prepare a list of intercepted pests, the associated commodity and origin, if known, to determine the pest risks associated with certain plant products from a determined origin.

Step 6: Inspection of the quarters

1) Inspect for high-risk plants or flowers that may be present in these areas.

2) Inspect all fruit, paying special attention to those that may require sealing to reduce phytosanitary risk.

Step 7: Inspection of the deck

1) Inspect the deck, especially on ocean vessels, for live insects that may be of phytosanitary concern, e.g. Asian Gypsy moth, swarming bees and wood boring beetles.

2) If an insect of phytosanitary significance is found, conduct a very thorough examination of the deck for other pests, and note the exact location where the pest was found.

Step 8: Inspection of cargo

1) Cargo inspection is one of the most important duties of the Phytosanitary Inspector since cargo represents a major pathway for pest introduction.

2) Cargo inspection is used to verify compliance with phytosanitary requirements (ISPM 23) related to the following examples:

   a) treatment;

   b) degree of processing;

   c) freedom from contaminants (e.g. leaves, soil);

   d) absence of unauthorized plants, plant products or other regulated articles;

   e) consignment packaging and shipping requirements;

   f) origin of consignment/lots; and

   g) point of entry.

3) Procedures for cargo inspection can vary depending on various factors such as the following:

   a) country of origin;

   b) the commodity type and its phytosanitary status;

   c) the history of the pest associated with the commodity;

   d) the size of shipment; and

   e) phytosanitary risks as determined by PRA before importation.

4) Particular categories of cargo likely to be imported include the following:

   a) grains and seeds;

   b) plants including propagative plant material;

   c) root crops;

   d) fruits and vegetables;

   e) cut flowers; and

   f) wood products including wood packaging materials.

5) For cargo inspection the inspector should do the following:

   a) Have the following basic tools; Knife and brush, hand lens, sample bags/ phials, labels.

   b) Determine the category of the consignment.

   c) Determine the regulatory status of the commodity (permitted or prohibited).

   d) Verify the integrity of the consignment.

   e) Check the import requirements for each commodity.

   f) Verify compliance with the phytosanitary requirements.

   g) Select the samples.

h) Inspect the samples in proper lighting conditions.

i) Have list and identification keys of target pests of quarantine importance.

j) Take action based on degree of compliance, e.g. release, detain, treat, re-export, destroy or other.

6) Before inspecting the cargo in the vessel holds, the Inspector examines the documentation provided by the Captain. The foreign cargo manifest should have been carefully reviewed and all pertinent information noted on the **Ship Inspection Report Form**. The Inspector also verifies the validity of Import Permits and Phytosanitary Certificates, where required.

7) During the review of the foreign cargo manifest, the Inspector does the following:

a) Notes any prohibited or restricted articles that may only be imported under certain conditions.

b) Immediately notifies Customs and requests that such material remain aboard.

c) May order that the material in question remain aboard ship under prescribed safeguards until the ship leaves the territorial waters of EAC Partner State.

8) Prohibited materials can only be permitted if a special permit has been issued for the import of this material for scientific research, biocontrol, education or other special purpose (ISPM 20 and ISPM 3).

9) Inspection procedures for cargo permitted to enter the country may vary depending on the size and nature of the consignment:

a) Large shipments of grain should be inspected on board ship and, if necessary, adequate samples taken for further inspection.

b) For each cargo category, inspections should be made to verify compliance with national regulations.

c) Imported cargo from countries that have failed compliance in the past should be very carefully inspected.

d) Cargo should be released once it meets the phytosanitary requirements of EAC Partner State.

e) Wood packaging materials, as defined in ISPM 15, should be checked for the certification marks approved by the IPPC (see ISPM 15).

f) Packaging materials that do not meet the required certification may be destroyed or retained on the ship where practicable.

10) Inspectors should **always pay attention** to specific phytosanitary requirements and mitigation methods used by the exporting country and accepted by EAC partner State. Of particular importance is the use of irradiation as a mitigation method. In this case, live regulated pests may be found during inspection of the commodity, but this is acceptable since irradiation does not necessarily try to kill the pest but render them harmless (ISPM 18).

Step 9: Inspection of a vessel's hold

1) The inspection of a vessel's hold is usually prioritized, based on pest risk analysis. Usually, the holds of vessels that carry high-risk commodities, or that have been in areas where quarantine pests exist, are thoroughly inspected. An example would be a cargo vessel with grain from India, a country where the Khapra beetle is known to occur.

2) In this situation, the Phytosanitary Inspector should be present when the hold is opened. As it is opened, the Inspector looks for living insects and if he/she finds them, the following actions will be taken:

a) **For flying insects** – the hold is first re-closed and safeguarded after which it is treated, applying an approved treatment. After verifying its effectiveness, specimens are collected for referral to the laboratory for their identification. If the treatment was considered to be effective, the hold may be reopened.

b) **For crawling insects** – again, the hold is first safeguarded. The Officer should apply an approved treatment and collected samples should be sent to the laboratory for identification and for further action, if required. If the treatment was considered to be effective, unloading may proceed.

3) After the vessel's holds are opened, the Officer should inspect for the possible presence of (a) pests of quarantine importance (referring to the Quarantine Pest List) or (b) regulated non-quarantine pests following which alternative actions may be applied.

4) As unloading proceeds, the Inspector should keep monitoring the cargo for the possible presence of regulated pests. It should be kept in mind that when the hold is full, inspection is only feasible in the upper layers of the cargo; as unloading proceeds, the deeper layers can then be inspected.

5) When phytosanitary measures are recommended, the Inspector is responsible for the implementation of these measures and ensuring their effectiveness.

6) After the hold is unloaded, the Inspector should continue examination of the hold itself - the floor, walls, etc. in search of possible infestations of storage pests.

Table 14: Alternative phytosanitary actions taken after a vessel's hold is opened

ALTERNATIVES	ACTION TO BE TAKEN
No pests present	Release for unloading
Cosmopolitan pests present	Release for unloading and advise the agent on possible treatment
Regulated pests present	Stop unloading and, after positive laboratory identification of pests, requisite phytosanitary measures applied

Step 10: Inspection of container vessels

1) Most of the cargo transported in the region is by container. Hence, inspection procedures must be adapted to this means of conveyance. The Inspector should be aware of the following:

   a) A high level of risk occurs when the container is opened since pests that may have been shipped with the produce can escape at the time of opening.

   b) A pest could multiply rapidly during the period of confinement in the container (for example, dependent on the life-stage of the pest in/on the produce when the container is loaded, as well as on its rate of development).

   c) There may also be some risk of contaminating pests both on the outside of the container (e.g. snails or Gypsy moth) and inside empty containers, especially those that may have previously held regulated cargo.

B. Inspection of container ships

1) The inspection procedure shall be as follows:

   a) Upon arrival, the boarding party meets the Captain or designated Ship's Officer where the Phytosanitary Officer will deliver the relevant Phytosanitary Regulations with which the ship is obliged to comply while staying in EAC Partner State's waters.

   b) The Phytosanitary Inspector should request the following documents: Manifest, Cargo plan, Phytosanitary Certificate(s) or other relevant documents, and Ship's itinerary.

   c) The Inspector should then inform the Captain that he/she will proceed to inspect the ship, requesting that an officer should be designated to accompany him/her.

   d) Inspection of the ship's stores and garbage should also be conducted according to the procedure outlined above.

2) Exterior inspection involves:
   a) Determine the origin of the container
   b) Examine the undercarriage, sides, and ends of the container for pests, soil and other contamination
3) The container should be unloaded from the vessel. After unloading the container from the vessel, there are two possible alternatives:
   a) the container is opened at the port premises
   b) the container is transported to the final destination and opened there
4) The latter case poses a potentially high risk as inspection distant from the port area may allow for wider distribution of pest organisms.
5) Before inspecting the containers, the Inspector should schedule the inspection, making use of the documents provided by the Captain. The same conditions apply as were described above for cargo vessels.
6) Usual Target pests include:
   a) Snails: look for adult snails, snail eggs, and juvenile snails;
   b) Insect larvae, pupae, egg masses;
   c) Khapra beetle; and
   d) Bag worms.
7) Check for the following:
   a) Contamination;
   b) Soil;
   c) Plant debris;
   d) Animal excretions; and
   e) Ticks.
8) When opening the container, the Phytosanitary Officer should look for flying and crawling insects. If any such insects are intercepted, the Inspector may request that the container be closed and recommend necessary control actions. After checking the effectiveness of the treatment, the unloading of the container can continue.
9) When unloading the contents of the container (Un-stuffing) , the Inspector will inspect the cargo, as unloading takes place, taking random samples and searching for pests of phytosanitary significance that could be associated with the cargo.
10) The Inspector should ensure that a representative random sample of the container is taken and not a limited sample from the front or the rear.
11) Inspection is continued until completion. The size of the samples inspected will vary considering their risk.
12) The Inspector should ensure that a representative random sample of the container is taken and not a limited sample from the front or the rear.
13) When phytosanitary measures are prescribed, the Inspector is responsible for the implementation of those measures and their effectiveness.
14) After completion of unloading, the Inspector should inspect the empty container for possible secondary infestations of regulated pests.

C. Inspection of cruise vessels

1) Cruise vessels should be inspected since they may serve as potential pathways for the introduction of pests of phytosanitary significance. As cruise vessels usually stay in the port for relatively short periods, they may have to be handled differently from other ships.

2) Upon arrival of the cruise ship, the Phytosanitary Inspector boards the ship with the boarding party and meets the Captain or designated ship's officer, delivering if necessary, a copy of the local Phytosanitary Regulations that need to be complied with while staying in the port.

3) After explaining the regulations, the Inspector requests that an officer should be designated to accompany her/him during the inspection.

4) One major concern of the Phytosanitary Officer will be the ship's garbage. The Inspector ensures that the garbage is adequately safeguarded, that is, contained in appropriate bins and adequately covered.

5) The ship's stores should be inspected. Determining the origins of fruit and vegetables is important. Improper disposal of unused fruit or parts of fruit and vegetables that may have been infested with regulated pests pose a potential risk.

6) Cruise ships also tend to have various horticultural plant species on board that may be prohibited from entry because they are hosts to quarantine pests.

D. Inspection of yachts

1) The EAC region normally has hundreds of yachts sailing at any given time in the lake and ocean waters. These vessels would normally be expected to carry fresh produce and fruit, collected from different countries as they sail. There is, therefore, a certain degree of pest risk associated with the movement of these vessels.

2) Furthermore, many sailors may collect samples of exotic plants/cuttings, fruits or plant products that may pose a potential threat. On the other hand, it is not possible to inspect every yacht that arrives, especially since in most countries there is a lack of sufficient numbers of quarantine personnel to be stationed at every marina. Close collaboration with the Customs Service is very important in this regard. The effectiveness of such collaboration can be enhanced by providing adequate training in Phytosanitary for Customs Officers.

3) In assessing the phytosanitary risks involved in the traffic of yachts, the major problems are mainly those of garbage disposal and movement of fresh produce and plants. Hence, the most important safeguard is ensuring compliance with local Phytosanitary regulations through providing adequate information while the yachts remain in territorial waters.

E. Inspection of motor vessels and schooners

1) Hucksters are small-scale entrepreneurs involved in inter-island trade of agricultural produce (mainly fruit, vegetables and small livestock). Small motor vessels or schooners represent their chief mode of transport.

2) Much of the produce is usually packed in wooden boxes, cardboard cartons or jute or polythene bags. The situation at most ports when this trade is underway tends to be extremely chaotic, making inspection very difficult for the Quarantine Officer.

3) Hucksters generally travel the same routes, so that the Inspector will know with some degree of certainty their itinerary, products shipped and their origin. With this information, the Officer can decide which pests of quarantine importance are likely to be associated with the cargo from any particular country and what kind of inspection procedures should be implemented.

All plant pests intercepted during inspection should be identified and recorded, either by the Inspector or by a specialist and verified by a specialist or accredited institution.

F. Military vessels

Usually, military vessels receive courtesy treatment at the port of arrival. The Quarantine Inspector boards the vessel when permission has been granted and explains his/her mission and purpose and requests to inspect the stores and monitor the garbage. Should any problem be encountered, the ship's Master should be notified, and cooperation requested in applying the specified quarantine measures.

G. Inspection of aircraft

1. Aircrafts move high volumes of passengers and cargo over long distances in relatively short periods of time. They can be considered as potent pathways for pest spread.
2. Aircraft can transport living pests from country-to-country with sufficient rapidity to ensure their introduction and spread in a new country.
3. Notwithstanding such risks, inspection should be done in such a way so as not to unduly hinder passenger traffic and trade.

H. Passenger aircraft on short stops (In transit)

1) In many instances, in-transit or stop-over periods made by EAC intraregional carriers can be very brief, sometimes only 10-15 minutes. Similarly, transit passengers invariably remain on board. In these circumstances, the phytosanitary risk posed by the carrier itself is negligible and inspection should be **waived.**
2) Where a specific threat is identified with flights of a particular origin, this should be dealt with by pre-inspection by the NPPO of the country of origin using an agreed protocol with the NPPO of the country of import.
3) The Quarantine Officer should be present in the baggage arrival hall at the Customs inspection area. Cooperation with Customs who do the actual baggage inspection should be properly established so that plant material or other regulated articles are referred to the Phytosanitary Officer present to assist with any interception of plants or plant products.
4) NPPOs may also utilize a Customs Declaration Form requiring every passenger to declare whether he/she is carrying any plants or plant products. Under the green-line and red-line facility the inspector does the following:
   a) Randomly inspects baggage of passengers entering the green line.
   b) Inspects all passengers' baggage entering the red line and referred by Customs.
   c) Retains all fresh produce, cut flowers and fruit for further inspection, including those with accompanying phytosanitary certificate.
5) The Inspector may select one of the following options depending on the results of the inspection:
   a) Release items and products that are deemed free of regulated pests and pose no phytosanitary risk;
   b) Confiscate for destruction all items/products found to have pests of phytosanitary importance confiscated for destruction;
   c) Retain for further examination any material that has unidentified pests that may be of phytosanitary interest;
   d) Take samples and immediately send them for identification; or
   e) Retain samples of the pest with adequate records for future reference.

I. Passenger aircraft on long stops

1) Inspection of planes on a long stop-over is important. The inspector should look for the following when inspecting the aircraft:
   a) Pests aboard the aircraft;

b) Prohibited stores that may easily be carried off the aircraft by unauthorized personnel;

c) Contraband left aboard by crew or passengers; and

d) Contamination of aircraft by soil or crushed fruit.

2) The Inspector takes the following steps:

a) Boards the cabin after all passengers have left the aircraft.

b) Quickly examines the cabin area, storage compartments and galley for any plant products such as fruit, cut flowers or other regulated material that may have been left by passengers.

c) Places regulated items in a plastic bag and seal before leaving the cabin. Such confiscated plant products will be treated as international garbage and properly destroyed.

d) Joins the Custom Officers for baggage inspection after inspecting the plane.

3) Note: Aircraft inspections should be completed before any ground staff for cleaning or caterers are allowed on the aircraft. Inspection of the aircraft should be completed as quickly as possible so that airline ground handlers, caterers, etc. may begin their jobs.

J. Inspection of cargo aircraft

1) Cargo aircraft are important vehicles for pest spread. The Inspector should have the necessary documentation and information from Customs regarding the cargo, time of arrival, etc.

2) Documents will include the following:

a) Manifest;

b) Phytosanitary Certificate(s); and

c) Itinerary.

3) The Inspector should do the following:

a) Inspect the hold carefully for crawling or flying insects as the cargo is being offloaded.

b) Inspect the hold thoroughly after the consignment is removed from the hold.

c) Disinfect if contamination or regulated pests are found/detected.

d) Collect regulated pests or unknown pest for identification.

e) Inspect the cargo after removal (plants or of plant origin) and other regulated articles.

f) Document findings, including details of aircraft origin, time of arrival cargo identity, associated pests or other regulated articles found.

4) If during inspection of the cargo, a pest of phytosanitary importance is intercepted, the Inspector should retain the consignment, complete an adequate confiscation/retention form, and take the following actions:

a) Send samples to the laboratory or specialist for confirmation of the primary identification

b) Implement appropriate phytosanitary measures approved by the NPPO.

5) If free of pests of phytosanitary significance, the consignment is released.

K. Inspection of private aircraft

Private aircrafts should be treated similarly to commercial aircrafts. However, the problem on most of the small islands is that private aircraft may have irregular arrival times when Phytosanitary personnel may not be on duty. In these cases, the situation may be handled in a similar fashion as for yachts, that is, in close collaboration with the Customs Service.

L. Inspection of military aircraft

1) International agreements and diplomatic courtesies may apply to military aircraft in which case they are not normally or routinely inspected by the NPPO. Where there is a strong suspicion of phytosanitary risk, the following procedure should be adopted:

2) Seek the captain's permission to board and inspect the aircraft through the appropriate national authority (Protocol or Foreign Affairs office)

   a) Inspect the vessel in a similar way as military vessels

   b) Keep all doors and exits closed until the inspection is completed

   c) Remove any fresh fruit or vegetables and other regulated articles of phytosanitary risk found in the galleys for inspection and destruction

   d) Inspect garbage containment facilities and ensure that appropriate safeguards are in place

   e) Garbage from the galleys should only be removed for appropriate treatment or disposal

M. Garbage Inspection and Disposal

1) Garbage aboard a vessel should be carefully handled, as this may be an important pathway for pest introduction. Garbage should be placed in sturdy leak proof, covered containers so as to prevent the escape of any living plant pests. These should be placed inside the rails of the vessel.

2) It is important to safeguard against any leakage of liquids from these containers as regulated pests may be spread in this way.

3) All garbage bins should be inspected in order to verify that they are adequately covered and are free of leaks. All such garbage must be kept aboard the vessel while in port and should not be allowed to be dumped in the country unless arrangements exist for adequate safeguarding and disposal.

4) However, if the ship remains in port for an extended period and there is need to remove garbage, then this should be done under the supervision of the Phytosanitary Officer and /or by compliance agreement.

5) International garbage must not be disposed of at the local garbage dump. Ideally, disposal should be by incineration. If the NPPO does not have its own incinerator, it may be possible to contract out this service under a compliance agreement as occurs in some countries.

6) As an alternative treatment to incineration, steam sterilisation can be used. Many ships, especially cruise liners, have incineration facilities and may selectively incinerate certain kinds of garbage or all garbage. These incinerators should be checked to ensure that all garbage that pose phytosanitary threats is properly handled and disposed.

4.3.2.3 Inspection of Sea and Airport Facilities

1) Inspectors are responsible for all quarantine activities that take place in the areas of the seaport or airport. This means that besides inspection of the cargo, baggage and vessels or aircraft, they are also responsible for the phytosanitary status of the warehouses and facilities situated at these sites. These facilities are considered high-risk areas and have to be dealt with appropriately through a rigorous inspection programme.

2) At these facilities, especially at the wharves, the main quarantine problem is generally that of storage pests of phytosanitary importance. However, since there is a strong likelihood that undetected quarantine pests might

first escape into EAC Partner State on the property of the ports of entry, the NPPO staff should be given every facility to inspect the environs of these facilities as necessary.

3) Security arrangements must be made to allow phytosanitary inspectors adequate access to these areas and Sentinel or Indicator plants should be strategically planted and examined on a regular basis to check for any presence of new pests.

4) Inspection of warehouses

   a) Inspect warehouses once per month.

   b) Examine the stored produce as well as the floor and structures for flying and crawling insects. Generally, several cosmopolitan storage pests may be detected.

   c) Collect any pests of phytosanitary or potential phytosanitary importance.

   d) Place specimens in glass vials containing 70 percent alcohol where necessary.

   e) Send unidentified specimens to the laboratory or specialist for identification.

5) Prepare a report, which should contain the following information:

   a) date of the inspection

   b) location

   c) infestation level and associated commodity if known

   d) recommendations: sanitation, control instructions (for medium and severe infestations)

   e) date and number of specimens sent to the laboratory for identification o name and signature of the inspector

6) When a pest of phytosanitary significance is confirmed, the Inspector proceeds as follows:

   a) Inform the port or airport authorities that the site is subject to quarantine.

   b) Deliver the order to that effect, signed by the Chief Phytosanitary Officer.

   c) Instruct as to the appropriate quarantine measures that will be implemented as approved by the Chief Phytosanitary Officer who will be responsible for the implementation of the treatment.

7) After confirming the efficacy of treatments or other measures, the Inspector will inform the port and airport authorities or those responsible for the site of the lifting of the quarantine. When the laboratory report confirms the absence of pests of quarantine significance, the Inspector may send a report to the port or airport authorities stating the following:

   a) date of the inspection and warehouses that were inspected

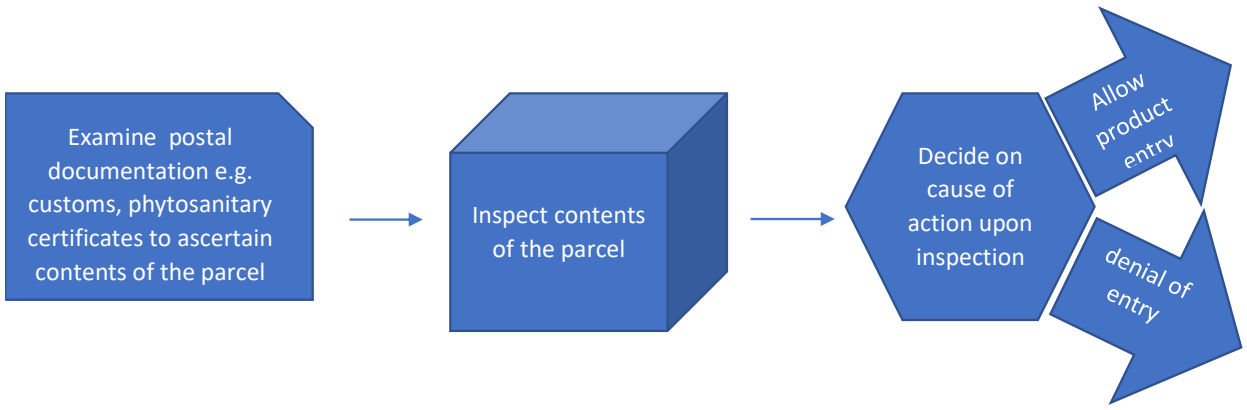
   b) infestations that were found to occur

   c) control recommendations

   d) a copy of the report is sent to the NPPO

4.3.2.4 Postal Inspection

Procedural steps on inspection of postal goods



1) For mail inspection, Phytosanitary officers must work in close collaboration with customs and postal authorities. The full-time presence of a quarantine officer in the post office is not practical but there should be an officer on call for this operation.

2) Customs would then advise the Phytosanitary officer when plants or any other regulated articles are detected or are declared by the sender of the package. General procedures to be followed are outlined below:

   a) Examine the written Customs Declaration on the outside of the package.

   b) Determine the nature of the regulated articles inside the package that must be examined.

   c) Check for accompanying Phytosanitary Certificates and other documents related to certification of the contents.

   d) Evaluate the destination address. Military bases, colleges and universities may have resident foreign nationals who may receive foodstuffs from their home countries.

   e) Thoroughly inspect parcels containing high-risk plant materials, especially planting materials, from high-risk countries.

3) Inspect the contents of the parcel as follows:

   a) Determine if the material contained in the parcel is prohibited or admissible.

   b) Look for regulated pests.

   c) Isolate the pests and prepare them for submission for identification.

   d) Remove any prohibited packing material or contaminants.

   e) Complete necessary notification forms/reports related to any phytosanitary action taken.

4) Material that is free of pests or of a non-prohibited status, or that can be effectively treated so as to eliminate the pest risk, may be allowed to enter the country. In addition to prohibited materials, some of the conditions of denial of entry are as follows:

   a) if the package has been abandoned.

   b) if the package is excessively infested or infected.

   c) if the package contains soil.

   d) if the package cannot be adequately treated to eliminate a pest risk.

5) In all cases, however, all action to be taken must be guided by existing Phytosanitary Legislation and Regulations as well as national and international postal law, e.g. notification and seizure.

4.3.2.5 Interfacing with the Diplomatic community

1) Diplomatic immunity is applied to certain high-ranking officials of foreign embassies or international or regional organizations as identified by the Government. However, members of this diplomatic community from time-to-time violate the national phytosanitary regulations, often because of lack of knowledge of requirements.

2) Typically, the Phytosanitary Inspector may face, for example, a Minister or other Diplomat returning from a diplomatic mission bringing into the country:

   a) exotic plants gifted by a recently visited foreign government;

   b) exotic fruit or rare species of seeds, e g. palm for planting;

   c) cuttings from an exotic species of plant; or

   d) other regulated material.

3) In cases where it is obvious that these materials are in their possession, the Inspector should do the following:

   a) Approach the Diplomat courteously and advise that the regulated article be inspected as required by national phytosanitary laws and regulations.

   b) Advise of possible pest risk to the country.

   c) Once the article has been given, if the Inspector deems that there is no immediate risk release the article.

   d) If time is needed to carefully assess the associated risk through inspection or other, the article is retained, and a retention form is issued; the Diplomat is advised what needs to be done before release.

   e) Follow through as soon as possible to determine admissibility or associated level of risk.

   f) Take necessary phytosanitary measure and if there is no risk release, destroy where required.

   g) Should a Diplomat refuse to release a regulated article, immediately contact the head of the NPPO for further necessary action.

4.3.2.6 Post-Entry Quarantine [7]

1) There are several types of post-entry quarantine, according to the type of plant material grown, the assessed risk and the facilities which are available at the port of entry. These are briefly described below.

2) Growing Plant Materials in Open Fields;

   a) This is done for lower risk imported plant materials, particularly in countries that lack the required facilities to grow plants under secluded conditions.

   b) Under this system, the concerned field or fields are subjected to regular inspections and surveys in order to detect the possible presence of regulated pests. The fields are usually owned by the Importer, and the Phytosanitary Officer monitors the concerned location for compliance, under a compliance agreement, with certain specified conditions, namely the following:

      i) isolation of the imported plants from other plants

      ii) immediate reporting to the quarantine service of any pests detected or abnormal conditions observed

[7] The objective of growing imported plants under post-entry is to detect the presence of certain pathogens and other organisms which may not be apparent at the time of inspection.

The imported plants are usually grown under secluded or controlled conditions for a period of six months to two years, depending on the type of plant material and the time required for symptoms to appear.

iii) no removal of plants from the fields

iv) any other conditions, which may be specified in a compliance agreement properly executed between the quarantine service and the grower

c) The violation of any of the provisions of this agreement may justify its cancellation and the removal of the quarantined plants for destruction.

3) Growing Plants under Secure Conditions;

a) This is the usual post-entry quarantine procedure utilised as it is required for plant imports of medium to high pest risk to prevent accidental pest escape. Under this procedure, the imported plants are grown in enclosed structures such as greenhouses, screen houses and glasshouses.

b) The particular type of structure required depends on various factors like assessed pest risk, type of plants grown and their associated pests, and the resources of the importing country. For instance, glasshouses are usually used for very high-risk plant materials which may be a pathway for virus and virus-like organisms which are usually transmitted by insect vectors. These facilities require strict temperature and humidity controls to ensure optimal growing conditions for symptom expression as well as survival of the plant material.

c) Regardless of the type of structure which is used, plants grown under post-entry quarantine must be regularly inspected during the growing period and, if signs or symptoms of the concerned quarantine pests appear, the affected plants should be removed and appropriately destroyed. A good pest management programme should be established and maintained during the post-entry quarantine period.

Requirements for Post-Entry Quarantine Facilities

1) The following are conditions which must be in place for adequate post-entry facilities:

a) Structures should be built with strong materials (for example, aluminium, glass, acrylic plastic, reinforced concrete) and a fine mesh screen installed to protect against insect entry.

b) The site must be sufficiently isolated from other growing areas and must be properly fenced.

c) Entry to the facility should be restricted to authorized staff, and appropriate warning signs should be placed to advise the public.

d) The number of plants placed in the facility should be limited so as to allow sufficient room for easy manipulation and inspection.

e) Double doors must be installed at the entrance of the facility in order to minimize the risk of pest escape.

f) The facility should be surrounded with a channel of water to which an insecticide has been applied in order to prevent the entrance of crawling insects. This, however, is not common any longer.

g) The station should be appropriately staffed.

h) Adequate equipment must also be in place for the inspection and the treatment of the plants. For this reason, it is advisable that the facility be located adjacent or close to a quarantine laboratory.

i) An irrigation system for watering the plants is required; raised concrete benches should be built for holding the pots in which the plants are to be grown.

j) There should be accommodation within the facility for isolation of plants in separate areas, if and when required.

4.3.2.7 Documentation/Certification systems

Completed Application forms for Import Inspection, along with Inspection Report, Pest Interception, Treatment, copy of the PC received, final release or reshipment or destruction of each consignment, shall be maintained in the NPPO office.

Procedures

1) The NPPO should maintain guidance documents, procedures and work instructions as appropriate covering every aspect of the certification system. Key elements include the following:
   a) instructions relating to Phytosanitary Certificates:
   b) control over issuance (manual or electronic);
   c) identification of issuing officers;
   d) inclusion of additional declarations;
   e) completion of the treatment section of the certificate;
   f) certified alteration;
   g) completion of Phytosanitary Certificates;
   h) signature and delivery of Phytosanitary Certificates;
   i) instructions relating to other components;
   j) procedures for working with industry;
   k) sampling, inspection and verification procedures;
   l) security over official seals/marks;
   m) consignment identification, traceability, and security; and
   n) record-keeping.
2) Records in general, records should be kept concerning all activities undertaken in the phytosanitary system. Thus, a copy of each certificate and permit issued should be retained for purposes of validation and "trace back".
3) For each consignment for which a Phytosanitary Certificate or Import Permit is issued, records should be kept as appropriate on the following:
   a) Any inspection, testing, treatment or other verification which was conducted on a consignment basis;
   b) The names of the personnel who undertook these tasks;
   c) The date on which the activity was undertaken;
   d) The results obtained; and
   e) Any samples taken.
4) It is also useful to keep equivalent records for non-conforming consignments for which Phytosanitary Certificates or Import Permits were not issued.
5) The NPPO should be able to retrieve these records when required, over an appropriate period of time.
6) The use of secure electronic storage and retrieval is recommended for standardized documentation of records.

Consignment tracing

1) Consignments and their certification should be traceable as appropriate through all stages of production, handling and transport to the point of export.
2) If the NPPO becomes aware, after certification, that an exported consignment may not have complied with the importing country's phytosanitary requirements, the importing country's NPPO should be so advised as soon as practicable.

Communication within the exporting country

1) The NPPO should have procedures in place for timely communication to relevant personnel and to industry concerning changes in the following:

   a) importing country phytosanitary requirements;

   b) pest status and geographical distribution, both in EAC Partner State and the exporting or importing country; and

   c) operational procedures and any changes thereto.

2) The NPPO should put in place, for non-conforming consignments, a procedure which enables rapid communication to all affected industry parties and certification personnel. This is in order to facilitate resolution of the problem and to prevent re-submission of the consignment unless approved corrective action has been undertaken.

Communication outside the exporting country

The NPPO should do the following:

   a) liaise with the nominated representatives of relevant NPPOs to discuss phytosanitary requirements;

   b) make available a contact point for importing country NPPOs to report cases of non-compliance; and

   c) liaise with the relevant Regional Plant Protection Organizations (RPPO), in this case AU-IAPSC (Inter-African Phytosanitary Council) and other international organizations in order to facilitate the harmonization of phytosanitary measures and the dissemination of technical and regulatory information.

Incident review

1) The NPPO should establish procedures for investigating reports from importing countries of non-conforming consignments covered by a Phytosanitary Certificate.

2) If requested, a report of the outcome of the investigation should be supplied to the importing country.

System review

The NPPO should periodically review the effectiveness of all aspects of its export certification system and implement changes to the system if required.

4.3.2.8 Official Ports of Entry

1) Official inspections will be conducted at official points of entry in the country (Airports, Sea Ports, Inland Border Points)

2) However, with containerization, Customs and NPPO officers are called to inspect containers at various sites outside of the designated ports having been brought there under seal with the permission of Customs.

3) It is important that NPPO officers be provided with all the necessary conditions for conducting their examinations by the relevant public or private sector agencies.

4.3.2.9 Inspection of commodities which might conceal Contraband Items

1) The rule of thumb is that if a Phytosanitary Officer, in carrying out his/her official duties, encounters a situation which, in his/her best judgment and experience, suggests that there is a possibility that contraband items might be present in the commodities that he/she is examining or has examined, he/she should forthwith bring the matter to the notice of the Customs and Police.

2) If there is also a possibility of regulated pests being introduced into the Island with the commodities he should ensure that the Police and Customs are made aware of this and are advised on how the material should be treated to ensure that such pests are not brought into the EAC partner state.

3) If the phytosanitary inspector encounters a similar situation while examining commodities destined for export, he/she should take the same action as described above.

4.3.2.10 Fumigation Treatments used by the NPPO

1) Fumigation is the basic treatments used by the NPPO for disinfestation of consignments. Fumigation is the usual method used for disinfestations of consignments. Fumigation is carried out using a fumigant that is acceptable within the export country. The Phytosanitary Inspector's function in fumigation treatments is to refer consignments slated for undergoing such treatment to qualified contracted industry specialists and to monitor the process.

4.3.2.10.1 Characteristics of fumigants

1) Highly toxic to the target pest
2) Nontoxic to plants and vertebrates (including humans)
3) Easily and cheaply generated
4) Harmless to foods and commodities
5) Inexpensive
6) Non explosive
7) Nonflammable
8) Insoluble in water
9) Non persistent
10) Easily diffuses and rapidly penetrates commodity
11) Stable in the gaseous state (will not condense to a liquid)
12) Easily detected by human senses

Do NOT fumigate the following:

1) Baking powder;
2) Blueprints;
3) Bone meal;
4) Butter, lard, or fats, unless in airtight containers;
5) Charcoal (high absorption capacity);
6) Cinder blocks or mixed concrete and cinder blocks;
7) Electronic equipment;
8) Feather pillows;
9) Felt;
10) Furs;
11) High protein flours (soybean, whole wheat, peanut);
12) Horsehair articles;
13) Leather goods;
14) Machinery with milled surfaces;
15) Magazines and newspapers (made of wood pulp);
16) Magnesium articles (subject to corrosion);
17) Paper with high rag or sulfur content;
18) Photographic chemicals and prints (not camera film or X-rays);
19) Natural rubber goods, particularly sponge rubber, foam rubber;
20) Reclaimed rubber including pillows, mattresses, rubber stamps, and upholstered furniture;
21) Rug pads;
22) Silver polishing papers;
23) Woollens (especially angora), soft yarns, and sweaters; and
24) Viscose Rayon fabrics.

4.3.2.10.2 Toxicity

The toxicity of a fumigant depends on the respiration rate of the target organism. Generally, the lower the temperature, the lower the respiration rate of the organism which tends to make the pest less susceptible. Fumigation at lower temperatures requires a higher dosage rate for a longer exposure period than fumigation at higher temperatures.

4.3.2.10.3 Mode of action

1) Fumigants vary greatly in their mode of action. Some kill rapidly while others kill slowly. In sub-lethal dosages, some fumigants may have a paralyzing effect on the pest while others will not allow the pest to recover.
2) Some fumigants have no effect on commodities while others are detrimental even at low concentrations. Commodities vary in their sorption of fumigants and in the effort required to aerate the commodities after fumigation.

4.3.2.10.4 Currently Authorized Fumigants (Methyl bromide (MB), Phosphine (Phostoxin))

Methyl bromide

1) Methyl Bromide (MB) (CH3Br): Colorless, odorless, non-flammable chemical. It boils at 38.5°F and has a very low solubility in water.
2) As a gas, MB is three times heavier than air. As a liquid at 32°F, 1 pound of MB is equivalent to 262 ml. For ease in transportation and handling, MB is compressed and stored in metal cylinders as a liquid.
3) Methyl Bromide is an effective fumigant for treating a wide variety of plant pests associated with a wide variety of commodities. It is the most frequently used fumigant in quarantine fumigations.
4) It may also be used to devitalize plant material. MB is effective in treating the following pests:
    a) Insects (all life stages);
    b) Mites and ticks (all life stages);
    c) Nematodes (including cysts);
    d) Snails and slugs; and
    e) Fungi (such as oak wilt fungus).

Phosphine (Phostoxin)

1) ECO2FUME® fumigant gas is a non-flammable, premixed mixture of phosphine and carbon dioxide.
2) The phosphine is liquefied and mixed with carbon dioxide in high-pressure cylinders for shipment. Phosphine, the active ingredient, makes up 2% by weight (2.6% by volume) of the product. Carbon dioxide is used as a propellant and a flame inhibitor, making the product non-flammable in air.
3) Do not store Phosphine near heat or open flame.
4) Do not drop, puncture, or incinerate the cylinder. Under pressure, ECO2FUME® is a poisonous liquefied gas. The product is withdrawn from the cylinder as a liquid but dispensed as a gas.
5) VAPORPH3OS® consists of 100% phosphine gas packaged in high-pressure gas cylinders.
6) Unlike solid phosphide fumigants, the phosphine is not generated through a chemical reaction, and its release is instantaneous.

7) Phosphine will spontaneously ignite in air. It is dispensed as a gas from the cylinder and can be safely blended with carbon dioxide to less than 3% volume (30,000 ppm) or diluted with the surrounding air to 1% volume (10,000 ppm) to eliminate the flammability hazard.

8) Phosphine (PH) is highly toxic to humans and other animals.

9) Avoid exposure to non-target organisms. Phosphine is colourless, and at low concentrations has the odour of decaying fish or garlic.

10) Intermittent low concentration exposure may cause headaches, malaise, ringing of ears, fatigue, nausea, and chest pressure.

11) Moderate exposure causes weakness, vomiting, and pain in the stomach and chest with difficult breathing.

12) Phosphine gas reacts with moisture to form phosphoric acid, which causes pulmonary edema. Phosphine can react with certain metals and cause corrosion (especially at higher temperatures and lower relative humidity).

13) Gold, silver, copper, brass, and other copper alloys are susceptible to corrosion by phosphine.

14) Remove or protect the following items prior to fumigation with phosphine:

a) Batteries and battery chargers;

b) Brass sprinkler heads;

c) Communication devices;

d) Computers;

e) Electric motors;

f) Electronic or electrical equipment;

g) Forklifts;

h) Smoke detectors;

i) Switching gears; and

j) Temperature monitoring systems.

4.3.2.11 Uniforms for Phytosanitary Officers

It is desirable that all Phytosanitary Inspectors be provided with distinctive recognizable uniforms that are of similar, yet distinctive, design to uniforms worn by Customs Officials at the ports of entry.

5 ANNEXURES

5.1 PHYTOSANITARY REQUIREMENTS DETERMINATION CHECKLIST

1. ***Are the plants or plant products prohibited, restricted by the importing country?***

Plants or Plant Products Prohibited or Restricted by Importing Country

If a plant or plant product is	Then
Prohibited by the country	GO to Table 2, and check if the exporter has an import permit (IP) or other special authorization for the shipment from the plant protection service of the foreign country1
Not prohibited by the country	Go to Table 3, and continue to look for import requirements that apply to the plants or plant products
Restricted by Barbados (Table A)	Go to Table 2

2. Do the plants or plant products require an import permit (IP)?

An IP is issued to the importer in the foreign country—not to the exporter. If the exporter has a copy of the permit, the exporter must have received it from the importer. If necessary, the permit should be translated from the original language and notarized as a true translation.

Use Table 2 to determine your action if the exporter has an Import Permit (IP) or other special authorization for shipment from the Plant protection service of the foreign country.

Regulating Prohibited or Restricted Plants or Plant Products with Import Permit (IP) Requirements

If the exporter has:	Then
An IP or another special authorization	1. REVIEW the document for requirements that must be met by the exporter 2. GO to the inspection guidelines 3. INSPECT the plants or plant products to make sure the exporter has met the requirements listed on the document 4. ENTER an additional declaration (AD) on the PC that an IP was presented (include the number of the IP)
No IP or another special authorization	1. REFUSE to issue a PC 2. INFORM the exporter that the plants or plant products are prohibited by the country or restricted by Barbados and must have an IP to be certified—the exporter must get an IP from the foreign Importer or special authorization from the relevant authority.

3. Are the plants or plant products conditionally prohibited from specific areas that are infested with a pest usually associated with the host?

Regulating Plants or Plant Products Conditionally Prohibited From Specific Areas That Are Infested With a Pest Usually Associated With the Host

If the plants or plant products are:	and after reviewing supporting documents, you determine that the plants or plant products were grown in:	then:
Prohibited from specific areas that are infested with a pest usually associated with that host	One of the specified areas	REFUSE to issue a PC
	An area free from pests associated with that host (A Pest-Free Area)	GO to Table 4
Not prohibited from specific areas	→	

4. Do the plants or plant products require a growing season inspection?

Regulating Plants or Plant Products That Require a Growing Season Inspection.

If the plants or plant products:	and after reviewing the supporting documents, you determine that a growing season inspection was:	then:
Require a growing season inspection	Not satisfactorily conducted	REFUSE to issue an PC
	Satisfactorily conducted	GO to Table 5 to check for other import requirements that may pertain to the plants or plant products being exported
Do not require a growing season inspection		

5. Is there a specific time during the year when the plants or plant products are permitted to enter the foreign country?

Regulating Plants or Plant Products that may enter the Foreign Country only during specific times during the year

If information is available that indicates that	and after reviewing the supporting documents, you determine that the plants or plant products: Will Not arrive during the specified time	then REFUSE to issue a PC
There is a specific time when the plants or plant products are enterable	Arrived during the specified time	Go to Table 6
Does not list specific times for entry		

6. Do the plants or plant products require treatment in the country of origin as a condition of entry?

Regulating Plants or Plant Products That may or may not require Treatment in the Country of Origin as a Condition of Entry

After reviewing supporting documents, you determine that:	and you find that	and the exporter is:	then:
A Treatment is required by the Importing country	A treatment acceptable to the importing country was conducted under official supervision		NOTE: Details of all acceptable treatments are to be recorded on the PC GO to Table 7
	No treatment was conducted or treatment was unacceptable to the importing country	Not willing to arrange for proper treatment	REFUSE to issue a PC
		Willing to arrange for proper treatment at facilities conducted under supervision by PQ/PI Unit.	1. SUPERVISE treatment NOTE: Details of all acceptable reatments are to be recorded on the PC 1. GO to Table 7
No Treatment required by the importing country	An acceptable treatment was conducted under official supervision		NOTE: Details of all acceptable treatments are to be recorded on the PC GO to Table 7
	No treatment was onducted or treatment was unacceptable	Wants the shipment treated	1. SUPERVISE treatment NOTE: Details of all acceptable treatments are to be recorded on the PC 1. GO to Table 7
		Does not want the shipment treated	GO to Table 7

7. Do the plants or plant products need to conform to an additional declaration (AD) or an official verification (OV)?

Regulating Plants or Plant Products That Must Comply With an Additional Declaration (AD) or an Official Verification (OV)

If the plants or plant products:	and after reviewing the supporting documents or inspecting the plants or plant products, you determine that	Then
Need to conform to an AD	The plants or plant products meet all requirements and conditions specified by the AD	*NOTE:* An AD is to be recorded on the PC GO to Table 8
	There is no clear evidence that the plants or plant products meet all requirements and conditions specified by the AD	DETERMINE if the condition can be met, e.g., treatment *If it can be met,* 1. ALLOW exporter to provide evidence of freedom from pests 2. INSPECT the plants or plant products after the exporter has provided the evidence 3. GO to Table 8 *If it cannot be met,* REFUSE to issue a PC
Need to conform to an OV	There is no clear evidence that the plants or plant products meet all requirements and conditions specified	
	The plants or plant products meet all requirements and conditions specified by the OV	GO to Table 8
Does not need to conform to an AD or OV	→	
Need to conform to freedom from applicable quarantine pests or within the tolerances for Regulated non quarantine pests	There is clear evidence (e.g. lab tests or field inspection results) that the plants or plant products are free or within the tolerances of applicable regulated pests	
	There is no clear evidence that the plants or plant products meet freedom from applicable pests	DETERMINE if the freedom or the tolerances can be met If it can be met, 1. ALLOW exporter to provide evidence of freedom from pests 2. INSPECT the plants or plant products after the exporter has provided the evidence 3. GO to Table 9

8. Does the foreign country limit the import of plants or plant products to specified ports?

Regulating Plants or Plant Products That Are Limited to Enter Ports Specified by the Foreign Country.

If there is:	and after reviewing supporting documents or inspecting the plants or plant products, you determine that the:	then:
An import requirement	Requirement was met	GO to Inspection procedures
	Plants or plant products do not meet the requirements	DETERMINE if the condition is correctable, e.g., treatment *If it is correctable,* 1. ALLOW the exporter to meet the requirement or condition 2. INSPECT the plants or plant products *after* the exporter has met the requirement *If it is not correctable,* REFUSE to issue an PC
No import requirement	→	1. GO to Inspection procedures

9. Are there other import requirements of a phytosanitary nature that the plants or plant products must meet as a condition of entry?

Regulating Plants or Plant Products That Must Meet Phytosanitary Requirements as a Condition of Entry.

If there is:	and after reviewing supporting documents or inspecting the plants or plant products, you determine that the:	then:
An import requirement	Requirement was met Plants or plant products do not meet the requirement	GO to Inspection procedures DETERMINE if the condition is correctable, e.g., treatment *If it is correctable,* 1. ALLOW the exporter to meet the requirement or condition 2. INSPECT the plants or plant products *after* the exporter has met the requirement *If it is not correctable,* REFUSE to issue an PC
No import requirement	→	1. GO to Inspection procedures

5.2 PHYTOSANITARY DETENTION FORM

FORM NO.:_____ **DATE:** _____

	DESCRITION OF IMPORTER/EXPORTER
IMPORTER NAME	
IMPORTER ADDRESS	
IMPORTER PHONE & FAX	
IMPORTER E-MAIL	
EXPORTER NAME AND EXPORTER ADDRESS	
LOCATION, DATE and TIME of INSPECTION	
	DESCRIPTION OF COMMODITY
COMMON NAME	
SCIENTIFIC NAME	
VARIETY	
INTENDED USE	CONSUMPTION/TRANSFORMATION PROPAGATION/REPRODUCTION
PLANT PART	
TRANSGENIC ORIGIN	Yes/No
PORT OF ENTRY	
MEANS OF CONVEYANCE	
CONTAINER/AIRWAY BILL NUMBER	
QUANTITY	
COUNTRY OF ORIGIN	
	REASONS FOR DETENTION
Incomplete Documentation	YES/ NO Action Taken: • Awaiting additional documents from Importer • to be re-exported • to be destroyed
Signs of infestation	YES NO Action Taken: • Samples taken and sent to lab • to be re-exported • to be destroyed

	• to be treated
COMMENTS	

5.3 MODEL PHYTOSANITARY CERTIFICATE

No. _____

Plant Protection Organization of _____

TO: Plant Protection Organization(s) of_____

I. DESCRIPTION OF CONSIGNMENT

Name and address of exporter:_____

Declared name and address of consignee:_____

Number and description of packages: _____

Distinguishing marks: _____

Place of origin: _____

Declared means of conveyance: _____

Declared point of entry: _ _____

Name of produce and quantity declared: _____

Botanical name of plants: _____

This is to certify that the plants, plant products or other regulated articles described herein have been inspected and/or tested according to appropriate official procedures and are considered to be free from the quarantine pests specified by the importing contracting party and to conform with the current phytosanitary requirements of the importing contracting party, including those for regulated non-quarantine pests.

They are deemed to be practically free from other pests.*

II. ADDITIONAL DECLARATION

III. DISINFESTATIONS AND/OR DISINFECTION TREATMENT

Date _____ Treatment _____ Chemical (active ingredient)_____

Duration and temperature _____

Concentration _____

Additional information _____

_____

Place of issue _____

(Stamp of Organization) Name of authorized officer _____

Date _____ (Signature)_____

No financial liability with respect to this certificate shall attach to (name of Plant Protection Organization) or to any of its officers or representatives.*

* Optional clause

5.4 MODEL PHYTOSANITARY CERTIFICATE FOR RE-EXPORT

No. _____

Plant Protection Organization of_____ (contracting party of re-export)
TO: Plant Protection Organization(s) of _____ (contracting party(ies) of import)

I. Description of Consignment

Name and address of exporter: _____
Declared name and address of consignee: _____
Number and description of packages:_____
Distinguishing marks: _____
Place of origin: _____
Declared means of conveyance: _____
Declared point of entry:_____
Name of produce and quantity declared: _____
Botanical name of plants: _____
This is to certify that the plants, plant products or other regulated articles described above_____ were imported into (contracting party of re-export) _____ from _____ (contracting party of origin) covered by Phytosanitary certificate No. _____,

*original · · certified true copy · · of which is attached to this certificate; that they are packed · repacked · · in original · · *new · · containers, that based on the original phytosanitary certificate · and additional inspection · , they are considered to conform with the current phytosanitary requirements of the importing contracting party, and that during storage in _____ (contracting party of re-export), the consignment has not been subjected to the risk of infestation or infection.

* Insert tick in appropriate · · boxes

II. Additional Declaration

III. Disinfestation and/or Disinfection Treatment

Date _____ Treatment _____ Chemical (active ingredient) _____

Duration and temperature _____

Concentration _____

Additional information_____

_____

Place of issue _____

(Stamp of Organization) Name of authorized officer _____

Date _____ (Signature)_____

No financial liability with respect to this certificate shall attach to _____ (name of Plant Protection Organization) or to any of its officers or representatives.**

** Optional clause

5.5 VESSEL INSPECTION FORM

Plant Quarantine Officer: _____

Place:	Date:	Time:	
Ship name	Travel No.	Nationality:	Last port:
Shipping Agency:	Permanence in port:	Type of cargo:	Next port:

Prohibited and Restricted Products

Product:	Location:	Origin:	Seal and Quarantine Disposition:

Condition of the waste deposits	Inspected Areas:	Plant/ Plant product/ by-product aboard:
Closed ( )	Chilling rooms ( )	yes ( ) no ( )
Leaky ( )	Dry rooms ( )	Species _____
Outdoors ( )	Warehouse ( )	Quantity _____
		Certificate _____

Does the ship have a functioning incinerator? Yes ( ) No ( )

Phytosanitary Warning: In accordance with the laws of importing country, in the sojourn of this shipment within the territorial limits of importing country, no member of the crew or any other person may remove any seals placed on quarantined products and may not take out of the ship without the expressed authorization from a Plant Quarantine/ Produce Inspector any plant, plant product or by product. All organic waste must remain aboard the ship in sealed containers.

Observations and comments:

_____	_____	_____
Captain/Provision	Shipping Agency	Plant Health Inspectors