



NAPPO

North American Plant Protection Organization
Organización Norteamericana de Protección a las Plantas
MEXICO - USA - CANADA

NAPPO Regional Standards for Phytosanitary Measures (RSPM)

RSPM 19 Bilateral Workplans

North American Plant Protection Organization Secretariat
1431 Merivale Rd. 3rd Floor, Room 140
Ottawa, Ontario, K1A OY9, Canada
February 28, 2012

Contents

	Page
Review	3
Endorsement.....	3
Implementation.....	3
Amendment Record	3
Distribution	3
Introduction	4
Scope	4
References.....	4
Definitions, Abbreviations and Acronyms	4
Outline of Requirements.....	5
Specific Requirements	5
1. Title	5
2. Pests of Concern	5
3. Definitions, Abbreviations and Acronyms.....	5
4. Participants	5
5. Responsibilities of Participants	5
6. Relevant Authority.....	5
7. Phytosanitary Measures	6
7.1. Phytosanitary measures applied in the exporting country.....	6
7.2. Phytosanitary measures applied in the importing country.....	6
8. Auditing.....	7
9. Point of Entry	7
10. Documentation, Labelling and Marking.....	7
11. Non-compliance and Resulting Actions	7
11.1 Examples of non-compliance	7
11.2 Resulting actions.....	8
11.3 Suspension and reinstatement.....	8
11.4 Notification requirements	8
12. Duration and Review.....	8
13. Modifications to the Workplan.....	8
14. Unexpected Situations	8
15. Effective Date.....	8

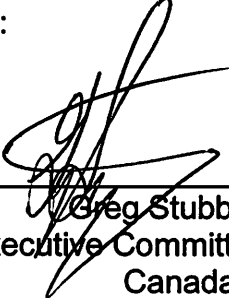
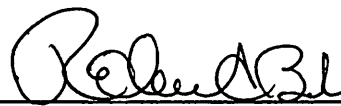

Review

NAPPO Standards for Phytosanitary Measures are subject to periodic review and amendment. This standard was last reviewed in February 2012. The next review date for this NAPPO standard is in 2017. A review of any NAPPO Standard may be initiated at any time upon the request of a NAPPO member country.

Endorsement

This Standard was approved by the North American Plant Protection Organization (NAPPO) Executive Committee on February 28, 2012.

Approved by:

 _____ Greg Stubbings Executive Committee Member Canada	 _____ Rebecca A. Bech Executive Committee Member United States
 _____ Javier Trujillo Arriaga Executive Committee Member Mexico	

Implementation

See the attached implementation plans for implementation dates in each NAPPO country.

Amendment Record

Amendments to this Standard will be dated and filed with the NAPPO Secretariat.

Distribution

This standard is distributed by the NAPPO Secretariat to the Industry Advisory Groups (IAG) and Sustaining Associate Members (SAM), the International Plant Protection Convention (IPPC) Secretariat and to other Regional Plant Protection Organizations (RPPOs).

Introduction

Scope

This standard is a guide for the elaboration of Bilateral Workplans between NAPPO member countries. Bilateral Workplans are intended to clearly identify the phytosanitary requirements primarily for the export of plants, plant products and by-products from one NAPPO member country to another.

References

ISPM 4. 1996. *Requirements for the establishment of pest free areas*. Rome, IPPC, FAO.

ISPM 5. (updated annually). *Glossary of phytosanitary terms*. Rome, IPPC, FAO.

ISPM 8.1998. *Determination of pest status in an area*. Rome, IPPC, FAO.

ISPM 10. 1999. *Requirements for the establishment of pest free places of production and pest free production sites*,. Rome, IPPC, FAO.

ISPM 12. 2011. *Phytosanitary certificates*, Rome, IPPC, FAO.

ISPM 13. 2001. *Guidelines for the notification of non-compliance and emergency action*,. Rome, IPPC, FAO.

ISPM 22. 2005. *Requirements for the establishment of areas of low pest prevalence*. Rome, IPPC, FAO.

ISPM 29. 2007. *Recognition of pest free areas and areas of low pest prevalence*. Rome, IPPC, FAO.

ISPM 30. 2008. *Establishment of areas of low pest prevalence for fruit flies (Tephritidae)*. Rome, IPPC, FAO.

ISPM 32. 2009. *Categorization of commodities according to their pest risk*. Rome, IPPC, FAO.

RSPM 5. (updated annually). *NAPPO Glossary of phytosanitary terms*. Ottawa, NAPPO.

Definitions, Abbreviations and Acronyms

Definitions of phytosanitary terms used in the present standard can be found in ISPM 5 and RSPM 5.

Outline of Requirements

This standard provides a list of elements which should be included in a bilateral workplan, primarily for the movement of plants and plant products. It describes the possible content of these elements in order to assist the NPPOs in clearly identifying the requirements and responsibilities related to the movement of specific plants, plant products and by-products. The decision to develop a bilateral workplan will be a joint decision, taken by the NPPOs of the importing and exporting countries. Bilateral workplans should not be necessary for trade in all regulated articles.

Specific Requirements

1. Title

Each workplan should have a title. The title should accurately and succinctly describe the subject of the workplan and name the countries involved, for example: Operational Workplan for (commodity) from (country) to (country). In some cases, the title may describe requirements for two-way trade between countries.

2. List of Regulated Pests

Each workplan should include a list of regulated pests and their status as quarantine or regulated non-quarantine pest for the importing country for the regulated article(s) covered by the workplan.

3. Definitions, Abbreviations and Acronyms

All significant terms used in the workplan should be defined. This helps prevent confusion and disagreements when the workplan is in effect.

Whenever possible, the IPPC Glossary of Phytosanitary Terms (ISPM 5) and the NAPPO Glossary of Phytosanitary Terms (RSPM 5) should be used.

4. Participants

All participants in both importing and exporting countries should be clearly identified, as appropriate, in the workplan, including:

- a) public officers who will apply phytosanitary measures, including phytosanitary certification.
- b) commercial parties who will be involved with any aspect of trade in the commodity, including packinghouses, storage facilities, transportation companies, etc., and
- c) authorized non-government personnel who will participate in applying phytosanitary measures or in related activities.

5. Responsibilities of Participants

This section should specify the responsibilities of each participant, including financial obligations (e.g. expenses, payment schedule), to carry out the workplan.

6. Relevant Authority

The relevant legislation, regulations, directives, standards and policies should be specifically identified.

The requirements of International Standards for Phytosanitary Measures (ISPMs)

and Regional Standards for Phytosanitary Measures (RSPMs) should be identified and followed when appropriate.

7. Phytosanitary Measures

Phytosanitary measures may be applied in either the exporting or importing country in order to mitigate the risk of quarantine pest introduction to the importing country and to ensure that the current phytosanitary requirements of the importing country are met, including those for regulated non-quarantine pests. All phytosanitary measures to be taken under the workplan should be described in detail.

As an alternative to a single measure, such as end point inspection or a treatment, independent phytosanitary measures may be integrated into a systems approach for pest risk management.

If measures to maintain phytosanitary integrity of consignments are required, the workplan should specify the type of measures required and when they should be applied. These measures may include special packaging, storage requirements, segregation, sealing, etc.

7.1. Phytosanitary measures applied in the exporting country

i) Pre-harvest measures

Pre-harvest measures are taken at the production site or surrounding areas, before a crop is harvested. Pre-harvest measures may include selection of plants for planting (e.g. plants from a clean stock program or disease resistant varieties), surveys, inspections, phytosanitary treatments, sampling size and methodology, testing and other phytosanitary measures.

If any required pre-harvest measures relate to low pest prevalence, pest free areas, pest free places of production or pest free production sites, they should comply with the provisions of the appropriate International Standards for Phytosanitary Measures. Some of the appropriate standards are ISPM 4: 1996 and/or ISPM 10: 1999, ISPM 22: 2005, ISPM 29: 2007 and ISPM 30: 2008.

ii) Post-harvest measures

These are measures taken after a crop is harvested, but prior to shipment. Post-harvest measures may include inspections, sampling, testing, treatments, and other phytosanitary measures. If sampling is required for inspection, the sampling methodology and sample size should be specified. Inspections may be conducted jointly with the NPPO of the importing country or alone by the NPPO of the exporting country.

7.2. Phytosanitary measures applied in the importing country

Although the benefit of mitigating risk at origin is recognized, in certain circumstances, it may be appropriate to include in the workplan measures applied in the importing country.

i) Pre-entry measures

These are measures taken as a condition of entry into the importing country and may include such measures as treatment or inspection prior to release.

ii) Post-entry measures

These are measures taken following entry into the importing country and can include measures such as post-entry quarantine for a specific period prior to broader release or mitigation through commercial processing into a resultant form that does not remain capable of being infested with quarantine pests (see ISPM 32: 2009). The post-entry measures should be applied according to the internal regulations of each country, taking into account the associated phytosanitary risk

8. Auditing

The NPPO of the importing country may undertake audits of the procedures specified in the workplan. The methodology, sample size and procedures to be followed to verify that import requirements have been met, should be described in this section. These audits should take into account such criteria as the nature of the commodity, target pests, and available facilities. Audits should be scheduled regularly and be specified in the workplan.

9. Point of Entry

If entry into the importing country is limited to specific points of entry, whether for biological or operational reasons, these should be listed.

10. Documentation, Labelling and Marking

If any specific documentation, labelling or marking is required for phytosanitary purposes, the requirements should be specified in the workplan. If a phytosanitary certificate is required, then the issuance should comply with ISPM 12: 2011. Examples of additional documents such as treatment certificates, inspection reports or verification reports should be attached to the workplan as appendices if they are necessary.

If an additional declaration is necessary, the exact wording should be specified in the workplan and should, where applicable, conform to the recommended wording for additional declarations specified in Appendix 2 of ISPM 12: 2011.

11. Non-compliance and Resulting Actions

11.1 Examples of non-compliance

There are many types of non-compliance including: detection of quarantine pests, presence of regulated non-quarantine pests above specified tolerances, misapplication of required phytosanitary measures, inadequate or missing documentation, and failure to comply with any specific components of the Workplan. These, and any other specific examples of non-compliance, should be described in this section of the workplan.

11.2 Resulting actions

The Workplan should specify corrective actions to be taken for non-compliance with the phytosanitary requirements contained in the workplan. Actions taken should be appropriate to the non-compliance. The workplan should define the responsible participant to apply the corrective actions. The levels of non-compliance and resulting actions should be defined.

11.3 Suspension and reinstatement

Certain non-compliances may present phytosanitary risks of such a nature for the importing country that suspension of its participants the workplan, or trade may be necessary. However, suspension should be seen as a last resort. Procedures for the resolution of unexpected situations can be described under section 14 of these guidelines. These procedures would allow non-compliances to be addressed without suspension of the workplan. The workplan should include requirements to be met for reinstatement of a participant who has been suspended for reasons of non-compliance, and for reinstating the workplan if suspension was necessary.

11.4 Notification requirements

The workplan should indicate procedures for notification of non-compliance and resulting actions. Timelines for notification may be specified. During drafting of this section of workplans, participants should make reference to ISPM 13: 2001.

12. Duration and Review

The workplan may have an unlimited or fixed duration and this should be specified in this section. When periodic reviews are anticipated, these should also be specified.

13. Modifications to the Workplan

This section should be used to describe how to make modifications to the bilateral workplan. Where many changes are needed, it might be necessary to rewrite and re-sign the workplan. In situations where small, but important changes are needed to be added quickly, amendments to the workplan may be utilized. An example is the addition of a phytosanitary measure for a newly detected pest. Amendments should be agreed to by both NPPOs and should be done by means of exchange of letters instead of signing a new workplan. In this way, modifications to the whole workplan or waiting until its renewal date may be avoided. The conditions of amendments should be added to the workplan the next time it is renewed.

14. Unexpected Situations

This section should include the procedures to follow when situations arise that were not anticipated in Section 11.1 of this standard.

15. Effective Date

This section specifies the date the workplan becomes effective.