

3

Export Certification
Manual

Special Procedures

United States-Canada Greenhouse Certification Program

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Introduction

These special procedures provide the requirements of the United States and Canadian Greenhouse Certification Program (referred to throughout this appendix as the Program).

USDA-APHIS-PPQ and the Canadian Food and Inspection Agency (CFIA) entered into a Memorandum of Understanding (MOU). The MOU provides a modified phytosanitary certification program for the expeditious movement of commercial shipments consisting of eligible low-risk decorative plants between the two countries.

The Program allows for growers to enter into Compliance Agreements (see ***Suggested Compliance Agreement Elements*** on page 3-9-9) with their respective State plant regulatory agencies. The Compliance Agreements establish a cyclical inspection process for growers to follow, which replaces the need to inspect and certify individual shipments. Growers participating in the Program **must** implement measures to ensure that eligible plants are grown, stored, packed, and shipped free from quarantine pests¹ of concern to Canada.

1 Each importing country identifies their own quarantine pests and are listed as prohibited pests in the importing country's plant quarantine import requirements. They are pests that are of potential economic importance to the area endangered, and are **not** present, or present but **not** widely distributed and being officially controlled.

Federal plant export certificates are replaced with label certificates bearing a registration number assigned by the State plant regulatory agency. The label certificates are affixed to one of the shipping documents (bill of lading, air waybill, etc.). Label certificates and other aspects of the Program satisfy the phytosanitary import requirements of Canada. (See [Export Certification Label](#) on page 3-9-12.)

Eligible Plants

Eligible plants are those that are commonly known and recognized as indoor foliage and flowering plants and those categorized as bedding plants intended for planting either indoors or outdoors.

The majority of eligible plants fall into the following categories:

- ◆ Bedding plants
- ◆ Cacti
- ◆ Flowering plants
- ◆ Foliage plants
- ◆ Orchids
- ◆ Potted bulb plants
- ◆ Succulents

Trade in protected plant species is subject to CITES and ESA requirements. See [Processing Protected Plants](#) on page 3-8-1 for instructions on handling protected plants.

Excluded Plants

The following plants **cannot** be shipped to Canada under the Program:

- ◆ *Abies* spp.
- ◆ *Acer* spp.
- ◆ *Aesculus* spp.
- ◆ *Ajania* spp.
- ◆ *Allium* spp.
- ◆ *Arbutus* spp.
- ◆ *Artctostaphylos* spp.
- ◆ *Berberis* spp.
- ◆ *Capsicum* spp.

- ◆ *Castanea* spp.
- ◆ *Chaenomeles* spp.
- ◆ *Chrysanthemum* spp. (**except** finished pot mums)
- ◆ *Corylus* spp.
- ◆ *Crataegus* spp.
- ◆ *Cydonia* spp.
- ◆ *Dendranthema* spp. (**except** finished pot mums)
- ◆ *Elodea densa*
- ◆ *Gayfussacia* spp.
- ◆ *Heteromeles* spp.
- ◆ *Hydrilla verticillata*
- ◆ *Juniperus* spp.
- ◆ *Larix* spp.
- ◆ *Leucanthemella* spp.
- ◆ *Lithocarpus* spp.
- ◆ *Lonicera* spp.
- ◆ *Lycopersicon* spp.
- ◆ *Mahoberberis* spp.
- ◆ *Mahonia* spp.
- ◆ *Malus* spp.
- ◆ *Myriophyllum* spp.
- ◆ *Nicotiana tabacum*
- ◆ *Nipponanthemum* spp.
- ◆ *Picea* spp.
- ◆ *Pinus* spp.
- ◆ *Pittosporum* spp.
- ◆ *Prunus* spp.
- ◆ *Pseudotsuga* spp.
- ◆ *Pyrus* spp.
- ◆ *Quercus* spp.
- ◆ *Rhamnus* spp.
- ◆ *Rhododendron* spp.
- ◆ *Rhubus* spp.

- ◆ *Rhus* spp.
- ◆ *Sequoia* spp.
- ◆ *Solanum* spp.
- ◆ *Trapa* spp.
- ◆ *Ttientalis* spp.
- ◆ *Ulmus* spp.
- ◆ *Vaccinium* spp.
- ◆ *Viburnum* spp.
- ◆ *Vitis* spp.
- ◆ *Zelkova* spp.

Propagative Origin

All plants shipped to Canada under the Program **must** originate in the United States.

Propagative plant material originating from offshore sources shall remain segregated at the establishment until the plants complete a cycle of vegetative growth.

Phytosanitary Standards

Nursery establishments **must** met the following phytosanitary standards in order to participate in the Program:

1. If the nursery establishment is located in Japanese beetle (*Popillia japonica*) infested areas, then it will be governed by the provisions of the Canada-United States Japanese Beetle Harmonization Plan



The Canada-United States Japanese Beetle Harmonization Plan is in Canada's export summary under *General Information*.

2. Cultural and/or pest control practices **must be** adequate to prevent any possible infestation with the following plant pests of quarantine significance to Canada:
 - A. Apple maggot (*Rhagoletis pomonella*)
 - B. Blueberry maggot (*Rhagoletis mendax*)
 - C. Brown garden snail (*Helix aspersa*)

- D. Columbia root-knot nematode (*Meloidogyne chitwoodi*)
- E. Gypsy moth (*Lymantria dispar*)
- F. Japanese beetle (*Popillia japonica*)
- G. Soybean cyst nematode (*Heterodera glycines*)
- H. Other plant pests of quarantine concern to Canada

See also Canada's export summary for pest mitigation measures applicable to the State of origin.

3. **Must** be considered practically free² from other injurious plant pests.
4. Maintain a zero tolerance for quarantine pests³ in the greenhouses and/or screenhouses.
5. If a nursery establishment is found in noncompliance with the sanitation criteria, then the nursery establishment will be removed from the Program and its Compliance Agreement will be canceled.
6. Nursery establishments that are sanctioned for noncompliance will **not** be eligible for reinstatement in the Program until subsequent official inspections indicate the pest problems were eliminated.

Responsibilities

See the following responsibilities of those entities participating in the Program:

- ◆ Nursery Establishments
- ◆ Brokers
- ◆ State Plant Regulatory Agency
- ◆ USDA-APHIS-PPQ
- ◆ Canadian Food and Inspection Agency

2 Practically free means **not** to exceed a 2 percent infestation level of non quarantine pests unless otherwise stated by Canada. The practically free condition represents a judgement that the pests are **not** in excess of the amount expected to result from, and be consistent with, good culturing and handling practices used in producing and marketing the commodity.

3 Each importing country identifies its quarantine pests that are listed as prohibited in the importing country's plant quarantine import requirements (export summary). Quarantine pests are of potential economic importance to the area endangered, and are **not** present, or present but **not** widely distributed are being officially controlled.

Nursery Establishments

Nursery establishments are responsible for meeting all of the following:

1. Be under compliance agreement with their applicable State plant regulatory agency and **must** use State-approved practices for nursery sanitation and pest control. Nursery establishments that are in compliance will be denoted as designated facilities.
2. Receive regular phytosanitary inspections by the State plant regulatory agency. The frequency of inspections will be specified in a Compliance Agreement.
3. Have a competent staff capable of carrying out the requirements of the Program.
 - A. At least one staff member **must** have a thorough understanding of the Program and **must** be able to demonstrate the capability to carry out the requirements of the Program and shall be designated as the Facility Contact Person.
 - B. All other staff members should be aware of the phytosanitary standards and trained, if deemed necessary, to carry out certain functions of the Program.
4. Have a pest management program in effect that will assure consistent compliance with the phytosanitary standards of this Program.
 - A. The pest management program may be one that is established and recommended by the State plant regulatory agency or by industry, or may be specifically developed by the nursery establishment.
 - B. Program procedures **must** be documented for review by the State plant regulatory agency.
5. When new plant material is brought into the greenhouse, then hold the material for inspection before moving the material into the main production area. If pests are found, then eradication measures should be taken immediately.
6. Have qualified personnel inspect the plant material at a frequency specified in the pest management program.
 - A. If pests are detected, then control measures **must** be taken to ensure compliance with the phytosanitary standards.
 - B. When preparing shipments for export, examine the plants and shipping areas to prevent pest contamination and to ensure that the phytosanitary standards are met.

- C. When requested by the State plant regulatory agency, PPQ, or CFIA make available inspection reports that include the inspection date, the names of plants inspected, the inspection results, and any corrective actions.
- 7. May use other pest detection methods to obtain early warnings of pest infestations (e.g. sticky traps, pheromone traps), because eradication may be more easily achieved if infestations are detected when the pest population is small or in juvenile stages. Immediately notify the State plant regulatory agency of any uncommon pest damage or symptoms or when quarantine pests are detected or suspected.
- 8. Maintain records and include the origin for all nursery-grown plants exported under the Program.
 - A. Records **must** list the names of all exported plants and the serial numbers of export certification labels used.
 - B. Records **must** be maintained for at least 1 year and **must** be made available when requested by the State plant regulatory agency, PPQ, or CFIA.
- 9. Shipments of plant material destined to Canada **must** have an approved export certification label bearing the grower's assigned registration number, and be affixed to one of the shipping documents (bill of lading, air waybill, etc.) (see [Export Certification Label](#) on page 3-9-12).

Brokers

Brokers, and nursery establishments who ship plants produced in other designated facilities, are responsible for the following:

- 1. **Must** record the sources of the plants including the source identification number.
- 2. Prior to exportation, **must** submit a trace-back plan to the State plant regulatory agency for approval.
- 3. **Must** have a designated facilities apply an export certification label to the invoice issued to the broker or nursery establishment shipping the product.
- 4. When plants sourced from non-designated facilities are shipped with an export certification label, then an inspection report **must** be prepared by the State plant regulatory agency and **must** be maintained for at least 1 year from the shipping date.

State Plant Regulatory Agency

Responsibilities of the State plant regulatory agency are as follows:

1. Conduct the initial inspection of a nursery establishment that has applied to participate in the Program, to ensure that the nursery can meet the Program requirements.
2. Conduct phytosanitary inspections of participating nursery establishments at the frequency specified in their Compliance Agreement.
 - A. If a quarantine pest is found during an inspection, the certification status of the nursery will be revoked immediately.
 - B. The identifying mark affixed to export certification labels is the property of the State plant regulatory agency. Therefore, if a nursery's certification is revoked, then the nursery **must** surrender export certification labels to the State plant regulatory agency.
 - C. After eradication of the pest, the facility operator **must** notify the Agency and arrange for reinspection. This follow-up inspection is **required** to verify eradication of the pest from the facility.
 - D. If an inspection reveals a significant population of a non quarantine pest, the certification status of the nursery establishment will be revoked until a follow-up inspection confirms that the pest problem has been controlled. Export certification labels may **not** be used until certification is reinstated. While under suspension, a nursery establishment may obtain Federal plant export certificates if the subject non quarantine pest has been eradicated from the plant material destined for export.
 - E. If an inspection reveals a population of non quarantine pests at low and commonly accepted level, then record the pest findings and advise the nursery establishment operator to take immediate control measures. Export certification labels may be used for plants meeting the phytosanitary standards at the time of shipment. However, if the nursery establishment **cannot** maintain satisfactory phytosanitary controls, then the nursery establishment will lose its designated status and will become ineligible for the Program.
3. Conduct audit inspections to ensure that the nursery establishment is exporting **only** eligible plants and is following approved Program procedures.

4. Provide a list of designated nursery establishments to the responsible PPQ State Plant Health Director (SPHD). The list should include for each nursery establishment, its name, address, and designated number.
5. Notify the responsible PPQ SPHD of any revocations along with the identification number of the affected nursery establishment.
6. Upon request, provide PPQ with pertinent information regarding Program operations in their respective State. Pertinent information includes the following and would be provided to CFIA by PPQ as necessary:
 - A. Export statistics
 - B. Names of participating nursery establishment and its assigned registration number
 - C. Violations of Program conditions and resultant sanctions, if any

USDA-APHIS-PPQ

Responsibilities of USDA-APHIS-PPQ are as follows:

1. Monitor Program operation throughout the United States.
2. Effect necessary changes to maintain the viability and integrity of the Program.
3. Send by SPHDs the information on participating nursery establishments and revocations to Export Services.
4. Send by Export Services a list of participating nurseries to Canada and notify the CFIA of revocations.

Canadian Food and Inspection Agency

The Canadian Food and Inspection Agency (CFIA) has the privilege of conducting an on-site inspection of any participating nursery establishment. Therefore, the CFIA is responsible for providing advance notice to PPQ of its intention to conduct an on-site inspection.

Suggested Compliance Agreement Elements

The suggested elements of compliance agreements established under the Program are as follows (see [Figure 3-9-1 on page 3-9-11](#) for an example of a Compliance Agreement for the export of greenhouse-grown decorative plants to Canada):

1. Attach to the compliance agreement a list of excluded plants so the participating nursery establishment is aware of the plants that are **not** to be exported to Canada under the Program.

2. Plants **must** be grown in a growing area (greenhouse and/or screenhouse) approved by the State plant regulatory agency.
3. The nursery establishment **must** use sanitation measures and cultural and pest control practices approved by the State plant regulatory agency. Such practices **must** be designed to prevent the introduction and establishment of any pest of quarantine concern to Canada.
4. If the nursery establishment is located in a Japanese beetle infested area, then the establishment will be governed by the provisions of the Canada-United States Japanese Beetle Harmonization Plan.
5. The State plant regulatory agency and/or PPQ will conduct phytosanitary inspections of participating nursery establishments at a minimum of once per month. A reduction in this frequency may be considered when a record of standards compliance is established. Timing of inspections should be influenced by the type of plant material being grown in greenhouses and/or screenhouses at the nursery establishment and the potential for pest infestations.
6. The State plant regulatory agency and/or PPQ will conduct audit inspections to ensure that **only** approved plants are being exported and that approved program procedures are being followed.
7. An export certification label bearing the nursery's assigned registration number **must** be affixed to one of the shipping documents (bill of lading, air waybill, etc.) in a manner to be readily visible to an inspector at the Canadian point of entry.
8. Records of plant inventories, including origin of plants, and date of receipt of any nursery-grown plant shipped under the Program are to be maintained at the nursery premises for at least 1 year after shipment. Upon request, these records are to be made available to the State plant regulatory agency and Canadian Food and Inspection Agency (CFIA).
9. The Compliance Agreement should include a notation to the effect that the Plant Protection Division, CFIA has the right, following advance notification, to conduct an on-site inspection of any establishment in the United States that is participating in the Program.
10. Violation of any stipulation of the Compliance Agreement will be grounds for termination of the Agreement. If a violation occurs, then the participating nursery establishment will be suspended immediately for a period agreed to by PPQ and CFIA.
11. Each Compliance Agreement is to be countersigned by a PPQ SPHD or authorized representative.

FLORIDA
COMPLIANCE AGREEMENT
EXPORT OF GREENHOUSE-GROWN DECORATIVE PLANTS TO CANADA

I/We agree that no liability shall be attached to the Florida Department of Agriculture and Consumer Services (FDACS), Division of Plant Industry (DPI), or any of their employees in the event of injury to property or personnel. I/We further agree to carry out sanitary measures which may be required by the DPI and to carry out and abide by the following stipulations:

1. This agreement will be evaluated on a quarterly basis. If the time expended on an inspection of the nursery is greater than what would be incurred on inspections of individual shipments during that quarter, this agreement will be revoked.
2. This agreement shall pertain **only** to shipments of those plants comm known and recognized as house plants and are grown solely for indoor decorative purposes. The majority of eligible plant types fall into the following categories:
 - ◆ bedding plants
 - ◆ cacti
 - ◆ flowering plants
 - ◆ foliage plants
 - ◆ orchids
 - ◆ potted bulb plants
 - ◆ succulents
3. No plants on the excluded list (see attached list) are to be shipped to Canada under this program.
4. Eligible decorative plants purchased from other Florida nurseries intended for shipment to Canada under this agreement must originate from nurseries under compliance (U.S./Canada Greenhouse Certification Program) or be inspected and certified by an authorized representative of DPI at the time of shipment.
5. Plant material originating from offshore sources shall remain segregated at this establishment until such time as the plants have completed a significant cycle of vegetative growth.
6. Certification of plant material regulated under the Convention on the International Trade of Endangered Species (CITES) must be processed through designated USDA/PPQ ports. Authorized Florida CITES ports are:

Miami Inspection StationOrlando Inspection Station
USDA-APHIS-PPQUSDA-APHIS-PPQ
P.O. Box 592136 9317 Tradeport Drive
Miami, Florida 33159 Orlando, Florida 32827
Tel: (305) 525-2825 Tel: (407) 648-6856
7. This nursery establishment must use approved nursery sanitation and pest control practices, receive quarterly inspections by an authorized representative of DPI and the cost of such inspections may be borne by this establishment.
8. Plants must be grown in a DPI approved growing area.
9. Plants must be grown in a manner to prevent any possible infestation with soybean cyst nematodes, *Heterodera glycines*.
10. A sticker or label bearing an assigned grower's number and stamp certification (which will serve as the required certificate of inspection) must be affixed to the shipping documents (bill of lading, air waybill, etc.) accompanying each shipment so as to be readily visible to an inspector at the Canadian port of entry.

FIGURE 3-9-1: Example of Compliance Agreement for the Export of Greenhouse Grown Decorative Plants to Canada

11. Records of plant inventories, including origin of plants, of any nursery grown plant shipped under this program are to be maintained at the nursery premises for at least 1 year after shipment. These records are to be made available on request to DPI and the Plant Protection Division (PPD), CFIA.
12. Representatives of DPI and/or PPQ will conduct audit inspections to ensure that **only** approved plants are being exported and that approved program procedures are being followed. Audit inspections will be conducted during normal business hours.
13. PPD, CFIA has the right, following advance notification, to conduct an on-site inspection of the establishment covered under this Compliance Agreement.
14. Violation of any stipulation of this agreement is grounds for suspension and may result in prosecution as provided by Sections 581.141 and 581.211 Florida Statutes.

Items not eligible for export under this cooperative program must be inspected and certified by DPI on a shipment-by-shipment basis using the standard State of Florida phytosanitary certificate.

I, _____, the owner/person in possession, care or control of the above named establishment have read and understand all of the conditions and obligations stated herein by which I may export specific species of foliage plants, in accordance with the Greenhouse Inspection Program which governs the movement of greenhouse plants between the United States and Canada.

SIGNATURE TITLE DATE

INSPECTOR DATE
DIVISION OF PLANT INDUSTRY
FLORIDA DEPARTMENT OF AGRICULTURE & CONSUMER SERVICES

WITNESSED BY:

Inspector
Animal and Plant Health Inspection Service
United States Department of Agriculture

FIGURE 3-9-1: Example of Compliance Agreement for the Export of Greenhouse Grown Decorative Plants to Canada

Export Certification Label

Export certification labels serve as Federal plant export certificates for eligible plants and plant products exported to Canada from nursery establishments participating in the Program (see [Figure 3-9-2 on page 3-9-13](#) for an example of an export certification label). Each nursery establishment is assigned an identification number. The identification number, as well as a label serial number, appears on each export certification label issued to the nursery establishment. These numbers make each export certificate label unique. In addition, export certification labels bear the following statement:

This shipment of greenhouse-grown plants meets the import requirements of Canada and is believed to be free from injurious plant pests.

The participating nursery establishment is responsible for paying all costs associated with obtaining export certification labels, although the labels remain the property of the State plant regulatory agency. The export certification labels **must** meet the specifications as shown in [Figure 3-9-2](#). The State plant regulatory agency authorizes the printing of the export certification labels and provides the identification number and serial number to be used. In this example, the nursery's identification number is prefaced by the two-letter State abbreviation, which is FL that stands for Florida. The serial numbers are to be **only** used once.



FIGURE 3-9-2: Example of USDA-APHIS Export Certification Label

Each export certification label **must** be affixed to an air waybill, bill of lading, or other shipping document that accompanies each shipment.

Participating nursery establishments **must** exercise strict control over the use of export certification labels. Records **must** be kept of label serial numbers that are in stock and that have been used. Under **no** circumstances should export certification labels be given to anyone **other than** a person authorized by and employed by the participating nursery establishment. Failure to do so results in immediate suspension from the Program.

All plants shipped under the Program **must** have been propagated and produced in a participating nursery establishment or inspected by the State plant regulatory agency. If plants sourced from a non-designated facility are mixed with plants from a designated facility, then the plants **must** be inspected by the State plant regulatory agency. The participating nursery establishment **must** keep a copy of the State inspection report with their documentation. If the entire shipment contains plants that were from a non-designated facility, then a normal inspection is required and would be certified with a Federal plant export certificate (PPQ Form 577).

