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| Insert the appropriate Territory or Government official symbol or logo | **ADD THE UKOT NAME**  **Inspection Protocol for**  **LIVE PLANT MATERIAL** |
| **BIOSECURITY** | Version XXX |

**Documentation**

* Check the documentation requirements as set out in the import licence. This will usually include at least a phytosanitary certificate.
* If electronic documents have been sent in advance, check that they meet the requirements before the plant material is landed.
  + If they don’t meet the requirements raise it with the importer and, where appropriate, take steps to acquire the missing documents.
* If the documents arrive with the consignment, check the documentation before opening the packages or inspecting the plant material.
* Where documentation is missing or substantively lacking to the point where the biosecurity risk is judged to be unacceptable, the plant material is confiscated and destroyed.

**Inspection – the sampling strategy**

* Plant material is categorised as high risk.
* Inspection is by lot: a lot is defined as the total amount of any one type of plant material which is clearly from the same source. For example, each variety of rose bush or peach tree would be one lot.
* Where a large number of small lots are imported from the same nursery, it is acceptable to treat them all as a single lot.
* Sampling rates are as follows:
  + Up to 50 items in any one lot, inspection is 100%
  + Over 50 items in any one lot sampling rate is at the discretion of the Biosecurity Officer. The following factors need to be considered when determining risk level:
    - How easy the plants are to inspect (are there many places invertebrates can hide?)
    - Size of the plants
    - Condition of the consignment (do the plants look healthy and fresh?)
    - Risk level (for example, fruit trees with roots are higher risk than orchid bulbs)
    - Country of origin
    - Any previous experience with the plant species or supplier to indicate level of risk

**Inspection**

* Inspection should be done by the biosecurity team [Revise as appropriate].
* Latex gloves should be used to handle imported plants which are often treated pre-border with pesticides.
* Each item in the sample is carefully examined by a biosecurity inspector from root to tip. Particular attention should be paid to (where present) the root ball, leaf nodes, stem tips, angles and any cracks or holes.
* Check for:
  + Signs of insects, such as scale insects, aphids, thrips, mites, eggs, and frass, and evidence of stem borers, leaf miners and tunnelling.
  + On the roots, check for signs of nematodes and mites.
  + Signs of fungal disease or other evidence of growth problems, deformation, cankers or galls.
* In the event of finding any living invertebrate, the entire consignment should be considered infested.
  + Pests should be identified as far as possible.
  + If feasible, the entire consignment should be sprayed with an appropriate pesticide and held in isolation at the wharf for at least 48 hours to determine efficacy.
* In the event of finding evidence of a disease, the entire lot should be considered infected.
  + If feasible, the entire lot should be sprayed with an appropriate fungicide
* Pesticide treatment to be carried out by a qualified sprayer under the supervision of the biosecurity team [Revise as appropriate] in the designated area and using the appropriate spraying and containment equipment.
* Pesticide treatment is at the expense of the importer.
* If infestation is extensive, or treatment is not considered feasible, the entire consignment should be double bagged and destroyed by incineration or deep burial.
* Photographs should be taken of any problems found.

**Post-border monitoring**

* A record must be kept of the locations where the plants are planted; if imported for sale, the importer must keep a record of purchasers and submit this to the Agricultural Department [Revise as appropriate].
* Plants must be inspected at least once within a year of import, preferably at 6 months and 12 months after importation.
* Check rate:
  + Up to 50 plants imported: 100% post-border check
  + Over 50 plants imported: percentage checked depends on perceived level of risk, as determined by the biosecurity officer.
* In the event of finding signs of a live invertebrate pest infestation or a disease of a species new to the island, one or more of the following actions will be taken as appropriate:
  + The invertebrate species or disease to be identified as far as possible.
    - If confirmed as new to the island and non-native, the Environment Department [Revise as appropriate] must be informed to approve local eradication as an introduced pest.
    - Surrounding area to be surveyed to determine the extent of the infestation.
    - Pesticide treatment to be applied to all infested plants at the expense of the owner.
* Where treatment isn’t possible, the plants may be destroyed in order to contain the pest/disease.
  + Destruction to be carried out on-site to avoid spreading the pest/disease around the island, ideally by burning and/or deep burial.
* All other plants in the consignment to be checked for the pest/disease, if not already included in the check.

**List of Guidance notes and Import Health Standard Templates available:**

* Guidance notes and Import Health Standard for the importation of FRESH FRUIT AND VEGETABLES FOR HUMAN CONSUMPTION
* Guidance notes and Import Health Standard for the importation of LIVE PLANT MATERIAL
* Guidance notes and Import Health Standard for the importation of VEHICLES, MACHINERY AND TYRES
* Guidance notes and Import Health Standard for the importation of COMPOSTS AND PEAT
* Guidance notes and Import Health Standard for the importation of Rock, stone, sand and pebbles
* Guidance notes and Import Health Standard for the importation of SAWDUST, WOOD CHIPS AND WOOD SHAVINGS
* Guidance notes and Import Health Standard for the importation of SHIPPING CONTAINERS

**List of Inspection Protocol Templates available:**

* Inspection protocol for FRESH FRUIT AND VEGETABLES FOR HUMAN CONSUMPTION
* Inspection protocol for LIVE PLANT MATERIAL
* Inspection protocol for VEHICLES, MACHINERY AND TYRES

These Guidance notes, Import Health Standards and Inspection Protocols were adapted from documents developed by *Biosecurity St Helena*