

<b>Main Topic</b>	Export Certification Workgroup – Meeting
<b>Date:</b>	May 26, 2011
<b>Time</b>	2:30pm EST
<b>Facilitator:</b>	Michon Oubichon
<b>Scribe</b>	Michon Oubichon
<b>Location:</b>	Conference Call: 888-858-2144, code: 5268033

**MEMBERS:**

<b>Name</b>	<b>Contact Information</b>	<b>Meeting Participant</b>
Mike Bryan, Central Plant Board Representative	bryanm@michigan.gov	x
Laney Campbell, Eastern Region Program Manager	laney.e.campbell@aphis.usda.gov	x
Julie Clapp, Export Specialist, Export Database	julie.l.clapp@aphis.usda.gov	x
Mike Cooper, National and Western Plant Board Representative	mike.cooper@agri.idaho.gov	x
Christian Dellis, Deputy Director PIM	christian.b.dellis@aphis.usda.gov	x
Carl Harper, Southern Plant Board Representative	carl.harper@uky.edu	x
Marilyn Kinoshita, Tulare County Agricultural Commissioner, CACASA Representative	giacono@co.tulare.ca.us mkinoshi@co.tulare.ca.us	x
Dennis Martin, Export Specialist	dennis.w.martin@aphis.usda.gov	x
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Sarah Scally, Eastern Plant Board Representative	sarah.h.scally@maine.gov	x
Craig Southwick, Western Region Program Manager,	craig.southwick@aphis.usda.gov	x
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**Agenda:**

<b>No.</b>	<b>Topic</b>	<b>Responsible</b>
1.	<p>Risk Based Inspections - Update</p> <p>Craig Southwick sent the “Risk-based Inspection Process for Export Certification of Plant Products” sent document to the ECW for review.</p> <p>➤ Action Item</p>	All

No.	Topic	Responsible
	<p>All ECW members will review the document in preparation for the next ECW meeting.</p>	
2.	<p>PCIT Update/ PExD Release</p> <p>PPQ form 578 is now available in PCIT. Due to the fact that an inspection is not required for a PPQ 578, the inspection pending status is not available. One possible solution to allow the PPQ 578 to be printed by Industry is to collect digital signatures and then it all can be done online.</p> <p>PExD was released on May 21, 2011. It is a work in progress. Please forward any issues with summaries to ES. PExD query function for reports is under development. Committee members are encouraged to submit samples excel sheet columns as well as other information they would like to see included in the reports.</p> <p>PCIT has a new feature where you can search by fields at the top of the index page, after you click my duty station.</p> <p>➤ Action Items</p> <p>PCIT Reports:</p> <p>We will be working on adding the following to the Duty Station Data Report:</p> <ul style="list-style-type: none"> <li>Include the Org ID</li> <li>The ability to select multiple duty stations</li> <li>The federal admin fee charged for state issued certificates</li> </ul> <p>PCIT Issues/Suggestions:</p> <p>Christian will talk to developers about implementing an email notice when an account drops below a certain amount, this may be difficult since no emails are in PCIT.</p> <p>On the My Duty Station Workload screen a column will be added to the table so the country of destination will appear in the table. We are trying to determine which column will be sharing the information.</p>	<p>Christian Dellis/Julie Clapp/ Michael Perry/ Marilyn Kinoshita</p>

No.	Topic	Responsible
3.	<p data-bbox="277 241 568 273">Export Treatment Policy</p> <p data-bbox="306 342 1122 537">To assist certifying officials, ES is formally developing an Export Treatment Policy. As a part of this process, Michon Oubichon, Craig Southwick or Wendy Beltz, Mike Cooper, Carl Harper, other members will nominate someone from their region to participate in a review of the PPQ Treatment Manual to remove all of the export related information. The review sessions will occur via webinar.</p> <p data-bbox="326 611 516 642">➤ Action Item</p> <p data-bbox="368 678 1084 741">Michon will send out an email notifying members of the first meeting.</p>	Michon Oubichon
4.	<p data-bbox="277 934 732 966">Transloading – US Alfalfa Hay to China</p> <p data-bbox="306 1045 1130 1236">Transloading shipments of alfalfa hay to China are not currently allowed. Chinese AQSIQ visited Washington and California to evaluate the transloading facilities that were under compliance by APHIS PPQ. APHIS is waiting for notification from AQSIQ in regards to reinstating the program.</p>	Mike Cooper
5.	<p data-bbox="277 1278 599 1310">Alfalfa Hay Pellets to China</p> <p data-bbox="306 1388 1089 1499">Growers are requesting that the process to make hay pellets be recognized by USDA and that literature be generated to justify (or negate the testing requirement for Vaa.</p> <p data-bbox="306 1551 1114 1703">All alfalfa hay destined to China must be tested for Vaa. If industry has information that states the process to make hay pellets eliminates Vaa, that information should be submitted to APHIS PPQ for review.</p>	Mike Cooper
6.	<p data-bbox="277 1745 1122 1812">The next Export Certification Meeting will be held on Thursday, July 28, 2011 @ 2:30 EDT.</p>	All