

Main Topic	Export Certification Workgroup – Meeting
Date:	January 26, 2012
Time	2:30pm EST
Facilitator:	Michon Oubichon
Scribe	Michon Oubichon
Location:	Conference Call: 888-858-2144, code: 5268033

MEMBERS:

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Agenda:

No.	Topic	Responsible
1.	<p>Industry Certification Expansion Guidance Proposal – HT/KD Low Risk Lumber Shipments</p> <p>APHIS is proposing to expand the authority of the current MOU with contracted inspection companies. The expansion would allow Authorized Certification Officials (ACOs) to issue Phytosanitary Certificates based on receipt of an approved document, without further inspection.</p> <ul style="list-style-type: none"> ❖ The group decided to move forward with expansion of the current MOU with contracted inspection companies. The process should take three months to fully implement. Examples of the industry inspection certificates will be distributed to the group and placed in the XPM for the ACO to reference. 	<p>Michon Oubichon Marcus McElvaine Tyrone Jones</p>
2.	<p>APHIS Business Process Improvement (BPI) -</p> <p>ECW members participation in the phytosanitary certification business process review group to review the existing process for requesting and issuing phytosanitary certificates to potentially gain efficiencies in the process.</p> <ul style="list-style-type: none"> ❖ Marilyn Kinoshita and Carl Harper have volunteered to participate on the BPI committee. Thanks for volunteering! 	<p>Marcus McElvaine</p>
	<p>Next ECW Meeting – February 23, 2012 @ 2:30 est.</p>	

Industry Certification Expansion Guidance Proposal

Purpose: To help facilitate exports of low risk HT and KD Lumber from the United States.

Background: Due to the need expressed by industry for additional certification options as quickly as possible, APHIS performed a review of current policy and program performance to develop a new approach. This new approach expands upon current programs to reduce the burdens of additional costs and time restraints associated with some government inspections.

Policy: APHIS is proposing to expand the authority of the current MOU with contracted inspection companies. The expansion would allow Authorized Certification Officials (ACOs) to issue Phytosanitary Certificates based on receipt of an approved document, without further inspection.

The certification systems controlled through the Memorandum of Understandings (MOU) between APHIS and the inspection companies have key components to insure APHIS's responsibilities as the National Plant Protection Organization are being met:

- Verification through inspection of the treatment process
- Maintenance of signed agreements with participating facilities
- Maintenance of a listing, of these facilities and the authorized personnel at each
- On-site inspections of registered facilities equipment and the skill base of the kiln operator.
- Inspectors that are industry-certified and independent of the treatment facility
- Industry-certified inspectors must perform inspections each month a facility has a shipment scheduled
- Inspected facilities make files and records available for ACO inspection
- Retention of inspection records for three years after the close of the Federal fiscal year in which the inspection occurred.
- Bi-annual audits performed by APHIS.
- Bi-annual inspections of participating facilities and inspection companies by ACO inspectors
- Unique serial numbers on the wood or the bundle band, for shipment authentication
- Random inspections by an ACO

Each facility inspection, both by industry-certified inspectors and ACO inspectors involves:

- Document verification to insure every board foot of treated lumber is accountable
- Review of treatment records
- Lot number verification on any representative samples present
- Review of treated product segregation and inspection practices
- Submission of a written report on the facility audit findings and suggestions.

The Bi-annual audits performed by APHIS ensure the industry-certified inspection agencies are:

- Independent of the mills
- Using industry-certified inspectors
- Maintaining proper and current inspection files, records, training, and certification

Finally, the operational training requirements include:

- Kiln Calibration
- Probe placement and numbers
- Use of moisture meters
- Recording & filing of product and inspection information
- Product positioning within the kiln
- Product storage
- Review of shipping and training documentation

The program incorporates: traceability, accountability, product specialist inspections, equipment maintenance, and long term record retention; with APHIS oversight and auditing, both scheduled and random. The detail of certification system is dedicated to maintaining the integrity of our agricultural programs; while allowing more versatility to our stakeholders.