

Main Topic	Export Certification Workgroup – Meeting
Date:	November 16, 2010
Time	2:00pm EST
Facilitator:	Christian Dellis
Scribe	Julie Clapp
Location:	Conference Call: 866-812-3168 Pass Code: 6090115

MEMBERS:

Name	Contact Information	Meeting Participant
Mike Bryan, Central Plant Board Representative	bryanm@michigan.gov	x
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Christian Dellis, Deputy Director PIM	christian.b.dellis@aphis.usda.gov	x
Carl Harper, Southern Plant Board Representative	carl.harper@uky.edu	x
Gavin Iacono for Marilyn Kinoshita, Tulare County Agricultural Commissioner, CACASA Representative	giacono@co.tulare.ca.us mkinoshi@co.tulare.ca.us	x
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AGENDA:

No.	Topic	Responsible
1.	PExD Demonstration	Christian Dellis
2.	Risk Based Inspections	All
3.	ACO Reaccreditation Training – PCIT	Marcus McElvaine
4.	PCIT Wish List	Gavin Iacono
5.	Open Discussion	All

DISCUSSION:

Topic 1 – PExD Demonstration

- ❖ Christian presented the PExD website and available features.
- ❖ Members were able to view citrus fruit to the Bahamas, peanut seed to Argentina, and peas to India
- ❖ There was discussion about how data will be entered into PExD with specific part assignments. Christian reviewed some of the numerous items that have been entered as "other" plant parts in PCIT. To find the correct requirements in PExD, it is imperative that the user select from the drop down of existing plant part requirements. The use of "other" may lead to miscertification and impedes accurate reporting. It may become necessary to remove the "other" option.
- ❖ When choosing AD's, ACOs will be able to use radial buttons to make the selection. In an "or" situation where the ACO must select one AD or another, they will only be able to select one radial button.
- ❖ PExD 1.3 is scheduled for release in mid-December. Changes will all be administrative.
- ❖ We expect to have PExD available to the public during May/June 2011. During that time, users will have to use EXCERPT and PExD to certify. An entire country summary will be located in either database. (ie. half of Mexico won't be in EXCERPT and the other half in PExD). A user will be prompted that the summary they are looking for has been migrated to PeXD or is still in EXCERPT.
- ❖ Members would like read-only access to PExD prior to general release. Christian will talk to the developers.

Topic 2 – Risk Based Inspections

Topic was tabled until next meeting.

Topic 3 – ACO Reaccreditation Training – PCIT

- ❖ If you can access PCIT, you can access the ReAccreditation training in AgLearn.
- ❖ The tool (Composica) for creating the training is in place at the Professional Development Center (PDC).
- ❖ Export Services needs to meet with the training developers at the PDC to update them on export policy changes that need to be incorporated into the new training.
- ❖ Training material will not be regional. It will be more general.
- ❖ Test questions will be automatically generated from a question library.
- ❖ There was a suggestion that multiple questions in a set be offered, so that the ACO can pick the question(s) they would like to answer. (ie. answer 2 questions from a set of 5)
- ❖ Christian will speak to the PDC and the developer about the multiple questions option. Members are encouraged to contact the PDC with comments or suggestions about the training.
- ❖ We should have a better idea of when the training will be available in AgLearn at our next meeting.

Topic 4 – PCIT Wish List

- ❖ ISSUE: "Ability to check account balances by packing house as we are processing phytos. Possible account balance at the top of page when processing phytos by packing house. Prevent going through whole process and then finding out insufficient funds."

RESPONSE: We can work on this one.
- ❖ ISSUE: "Other county or government entities not have the ability to process our phytos." Certificate applications are disappearing before they can be processed. It appears as if another duty station is processing them.

RESPONSE: An applicant can't recall an application once the assigned office begins processing it. Before the certificate is final, only the assigned office can access it. Once final, any office can access and reissue. Gavin will send ES a specific example if it comes up again.
- ❖ ISSUE: "A larger screen shot when processing out phytos. We currently are only able to view a small number of certificates at a time." Tulare would like to reduce the amount of scrolling.

RESPONSE: Gavin has an example that he can send to Christian.
- ❖ ISSUE: "Phytos are either numerically organized or by issuing date, for processing. We have to hunt for numbers now, because there is no organization that we can tell" Tulare would like the organization name to show up.

RESPONSE: Developer is trying to put a sort/filter feature in place.

- ❖ ISSUE: "Treatments appear on phytos in the order that they entered. Sometimes they change order. Some countries require treatments in a certain order." Tulare would like the ability to manually change the treatment order.

RESPONSE: Mike Perry is aware of this issue. He has spoken to Alana Wild (ECS, Shafter CA) and Francesca Woody (HP)

- ❖ ISSUE: "Ability to process more than phytos 30 at a time." Tulare would like to increase the number to 30.

RESPONSE: Christian thinks it has already been increased to 50. If there are too many, the reporting may time out

- ❖ ISSUE: "Have the default certificate set at 577, when processing phytos. Now we have to choose the certificate type each time we process phytos. We do very few 578's or State phytos.

RESPONSE: This may have already been taken care of. Gavin will get more information on this issue .

- ❖ ISSUE: "Set it up where packing houses can not print out a phyto if they have not hit the "print" button.

RESPONSE: We can't do this. Once the original is generated, we need the ability to reprint in case of computer/printer errors.

Topic 5 – Open Discussion

- ❖ ISSUE: PCIT Release 4.7 (Mid-December release)

Christian reviewed the PCIT changes that will go into effect in the 4.7 release. Summary Change Request 282: "PCIT external View Certificate website" will enable users that have required information to view electronic copies of certificates. System will use CAPTCHA (Completely Automated Public Turing test to tell Computers and Humans Apart) technology to ensure that a human is making an online transaction rather than a computer.

- ❖ ISSUE: Reporting

During 2011, there will be a focus on better reporting. As a group we need to determine which reports are needed and would be useful to the most amount of people. We also need to identify which existing reports need to be tweaked and/or reorganized. Prior to the next meeting, members should identify reporting needs in their area.

- ❖ ISSUE: Electronic Exchange of Certificates

Christian has received some interest from Peru. He has a meeting with New Zealand next week.

- ❖ ISSUE: Electronic Signatures

The cotton certification pilot in Memphis has been underway for several months. Other than one issue with two PC's issued to VietNam (they requested original signatures), there have been no problems.

Christian will ask the developers to come to the next meeting and demonstrate how the electronic signature process works.

❖ **ISSUE: Export Certification Manual**

Transmittal 11/2010-09 was released on November 17, 2010. Changes were made to Section 3-7 - General Procedures - User Fees; Section 5-1 - Special Procedures - Federal State Cooperative Export Program; and Appendix C - List of Countries.

There will be a big update released in December that will include re-export phyto changes.

ACTION ITEMS:

No.	Action Item	Responsible
1.	See if read only access to PExD for the working group members is possible prior to the spring 2011 general release. (TOPIC 1)) UPDATE: Christian has spoken to the developer and HP can provide access to working group members.	Christian Dellis
2.	Speak to the PDC and the developer about the multiple questions option in the reaccreditation training. (TOPIC 3)	Christian Dellis
3.	Provide to Export Services an example when an application disappears from a duty station before it can be processed. (TOPIC 4)	Gavin Iacono / Marilyn Kinoshita
4.	Provide to Export Services an example of how screen size restricts the amount that is visible (TOPIC 4)	Gavin Iacono / Marilyn Kinoshita
5.	Provide more information to Export Services about having the PPQ Form 577 saved as a default (TOPIC 4)	Gavin Iacono / Marilyn Kinoshita
6.	Identify reporting PCIT reporting needs (present and anticipated future) (TOPIC 5)	All
7.	Invite PCIT developers to the next meeting to demonstrate electronic Signature process (TOPIC 5)	Christian Dellis

NEXT MEETING:

The next meeting has been scheduled for Thursday, January 20, 2011, from 2:00-4:00pm EST.

Proposed Agenda:

No.	Topic	Responsible
1.	PExD Update and Demonstration	Christian Dellis
2.	Electronic Signature	Christian Dellis/HP
3.	Risk Based Inspections	All
4.	Open Discussion	All



Need Help



Phytosanitary Export Database (PExD)

View Country Information

- Commodity
- Foreign Points of Contact
- Harmful Organisms
- Definitions
- Points of Entry
- General Requirements
- Supporting Documents
- Additional Export Data
- Ineligible Commodities
- Processed Products (PPQ Form 578)
- Export Services Contact Information
- Update Country Information
- PExD Administration

View Country Information

Select the country you would like to view information on. Items marked * are required.

Country: *

Then select the type of information you would like to view on the selected country.

<p><u>Commodity</u> View individual commodity summaries.</p>	<p><u>Foreign Points of Contact</u> View the National Plant Protection Organization contact information for the importing country. Generally, requests for import permits are directed to this organization.</p>
<p><u>Harmful Organisms</u> View a list of injurious pests as specified by the importing country.</p>	<p><u>Definitions</u> View the definitions and terms which are used by the importing country for official phytosanitary purposes.</p>
<p><u>Points of Entry</u> View a list of airports, seaports and land border points officially designated for the importation of consignments as provided by the importing country.</p>	<p><u>General Requirements</u> View general phytosanitary information provided by the importing country which does not pertain to specific commodities.</p>
<p><u>Supporting Documents</u> View workplans or other phytosanitary documentation provided by the importing country.</p>	



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Brazil



Commodity

Enter the commodity details below to find the Commodity Summary for your specified country. Click here for [search tips](#) finding your commodity. Items marked * are required.

Commodity Search By: * Common Name Botanical Name

No commodities were found.

[Select All](#)

Part: *

Air dried lumber	<input type="checkbox"/>	▲
Air layers	<input type="checkbox"/>	
Animal feed	<input type="checkbox"/>	▼

Risk Based Inspection Information

Heating: such as heat treated lumber, pelletizing

Drying (including kiln-drying, air-dried, freeze-dried): mushroom, lumber, herbs and spices

Distillation and extraction by-products: distiller's dried grain, solvent extracted seed meal, oil seed cake, corn gluten meal, sugar beet pulp

Grinding: flours and meal

Compression: cotton fiber

Malting: grains

Roasting: nuts, oak staves and chips

Rolling: cracked corn, rolled oats, flaked soybean

Chemical impregnation: creosote, pressure treat wood

Gluing of wood pieces: plywood, particleboard, fiberboard

Milled Rice

Cotton Seed Grain

Kiln Dried Lumber

In vitro tissue cultures

At some point someone has made a decision to draw the line of what is considered a "processed product" beyond kiln drying. We can ship kiln dried lumber to another country where it is nailed together and shipped back with no further treatment. The return shipping is done largely without inspection or requirement for a phytosanitary certificate. I do realize the line has to be somewhere but would it not be a better dividing line if it were located between green and kiln dried lumber? While lumber is green it is more moist and more likely to transport bugs and or diseases. After kiln drying it is largely sterile and not likely to have any pests or diseases aboard. In my opinion, for the previous statement, it does not matter if it has bark on it or not.

I do not believe that the definition for processed product will change for various reasons but I can't help thinking the risk is a lesser one for kiln dried lumber. Having said that I do not share the same opinion for skids, stickers and or pack separators. Perhaps that should be addressed. Every container we ship has some sort of wooden pieces which separate the bundles within a container. I think these spacers are a weak link and have proven this in the past but are largely regulated by the industry and not the USDA. Perhaps that should change.

If I had my choice of tools I would recommend a compliance agreement(CA) system instead of accreditation and only for regular exporters of **Kiln Dried Lumber**. The CA could be backed by random, and not necessarily announced, inspections. The inspections, in my opinion, should be mandatory for the ACO serving the exporter on a limited basis. Once yearly, for example.

Would we be classifying risk for an importing country. Ultimately, isn't that their call? There are already procedures to address risk for some commodities through accreditation and compliance agreement. (e.g. the greenhouse certification program) and the US Nursery Certification Program under consideration at least for propagative materials. Is the group looking for input regarding audit based programs for other commodities?

Revisions to PCIT

1. Ability to check account balances by packing house as we are processing phytos. Possible account balance at the top of page when processing phytos by packing house. Prevent going through whole process and then finding out insufficient funds.
2. Other county or government entities not have the ability to process our phytos.
3. A larger screen shot when processing out phytos. We currently are only able to view a small number of certificates at a time.
4. Phytos are either numerically organized or by issuing date, for processing. We have to hunt for numbers now, because there is no organization that we can tell.
5. Treatments appear on phytos in the order that they entered. Sometimes they change order. Some countries require treatments in a certain order.
6. Ability to process more than phytos 30 at a time.
7. Have the default certificate set at 577, when processing phytos. Now we have to choose the certificate type each time we process phytos. We do very few 578's or State phytos.
8. Set it up where packing houses can not print out a phyto if they have not hit the "print" button.

*(provided by Marilyn Kinoshita, Agricultural
Commissioner/Sealer, Tulare County, CA)*

Proposed Items for PCIT 4.7

SCR's:

SCR 262: Add the ability to document Field Inspections, Lab Test performed and Pest Free Areas for Harmful Organisms in the AD area of certs

SCR 263: Make the phyto # larger on the certificates.

SCR 265: Add an error message when a user attempts to add a pest name that is already in the Pest list. When Add is clicked, instead of just refreshing the screen and not adding the pest, provide a message that says "Error: The Harmful Organism <insert name just entered>already exists."

SCR 275: Enhance Harmful Organism administration by adding update/delete capabilities, along with list sorting and filtering.

SCR 279: Enhance the Print Wizard by converting to a one page wizard using listeners to populate the dropdowns.

SCR 280: On Manage Templates, add a checkbox for deletion and a single delete button. For application templates, add an inactive flag to the table and use that for deleting instead of a physical deletion. Update template code in PCIT to not show an application template if inactive flag is set. Also, remove the confirmation for deleting.

SCR 281: New state certificates for Idaho, Massachusetts, Rhode Island, South Dakota

SCR 282: PCIT external View Certificate website

SCR 283: Implement COGNOS

SCR 285: Change FPC references to Cert.

SCR 288: Create a way to cancel replacement requests instead of having to wait 7 days for the cleanup job to run.

Continued MyFaces integration

XML report updates as necessary