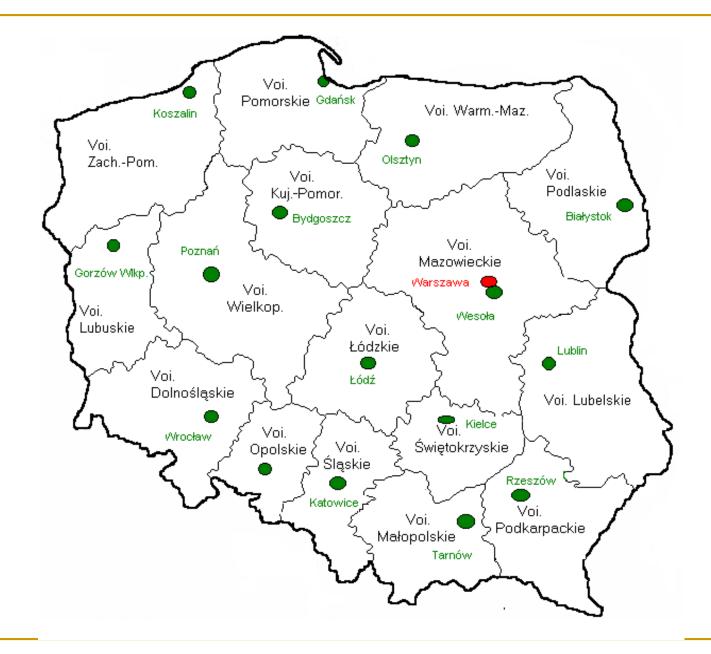
## **Registration of operators in Poland**

Agnieszka SAHAJDAK, Sarajevo, 25.01.2016

## Structure and tasks of SPHSIS

The tasks of the Service are realized by the following bodies:

- <u>at central level</u> the Main Inspector PHSI, with the assistance of Head Office
- <u>at regional level</u> the Voivode (Head of Region), via Voivodeship Inspector PHSI with the assistance of Regional Office (including field and border units)



First step towards the implementation of Plant Health register!

#### Scope of registration

- What is produced / traded within the country in regard to listed plants / plant products
- who must be registered at Plant Health register (considering exemptions)

#### National exemption:

- Are they to be established ?
- If yes, what will be a range of exemption (what type of plants/plant products)?
- Local market definition ?
- Small quantities definition ?
- □ Final (non-professional) users definition

First step towards the implementation of Plant Health register!

- Divide registration in several stages (years), for example:
  - 1<sup>st</sup> year importers and growers of propagating material;
  - 2<sup>nd</sup> year other growers, wholesalers, packing or dispatching centers, processing companies
  - 3<sup>rd</sup> year small growers, who grow and propagate material for marketing

# Registration procedure

## Inspector:

- provides the operators with the application form
- helps operators to make a scheme of place of production
- checks operator's declaration
- MAY perform an inspection at the place of production
- writes his conclusions/observations

# Registration procedure

- Set of documents:
  - Application;
  - Map of place of production
  - Confirmation of fee paid
  - Conclusions/observations of the inspector
- One copy for operator, another for field unit; the third one

   for authority taking decision on registration (*if different than field unit*)

# Registration procedure

- Action by authority taking decision on registration
  - received documents are checked
  - entering data into a IT data base the unique registration number is given
  - the registration certificate is issued and sent to operator (and field unit)

#### **INTERNAL IT SYSTEM**



# PL – OFFICIAL REGISTER

### In the responsibility of SPHSIS

- Registration done at regional or local level
- Registration Number:

00 / 00 / 000000

statistic code of region / statistic code of adm. unit (poviat) / IT following number

- Computer national date base (database on registered entities, data on production, results of official examination, data on PP issued etc.)
- Registration free of charge (but delisting 2,5 EUR)

#### LT – OFFICIAL REGISTER (1)

## 111111-01-AA-IA

## It consists of:

- 1. Unique identification code (six figures) (111111);
- 2. The number of region in which the activities are done (two figures) (01);
- 3. The kind of activities performed (marked with two capital letters - AA-IA).

Registration according to kinds of activities

- AA grower in the open air
- AS grower in the greenhouses
- IA importer
- SA warehouses, packing centers processing companies
- *IM importer for scientific purposes*

#### Data in the register

- Registration No.
- Date of registration
- Name of the operator
- Contact person (contact data)
- Address of places of activities (facilities owned/rented by the operator)
- Activities production concerned (type of activity, relevant plants, the volume of production and import etc.)
- Is a operator still active (suspension of operations, deregistration)

#### IN ADDITION

- Reports on inspections/tests performed
- Data on PP issued
- In cases of findings description of phytosanitary measures taken

# Registration procedure (4)

## Registration data:

- □ in electronic equivalent
- is saved in paper format, and
- the data at the database is regularly updated

# Registration procedure (5)

## The registration certificate

- there is no specific expiry date (Poland)
- OR is valid for one or more years

# Data on removed operators is kept in the archives of the database

## Registration procedure (8)

- The registration certificate contains:
  - obligations and rights of the operator according to legislation
  - obligations and rights of NPPO
    - It MAY contain frequency of inspections

# Directive 92/90/EEC

- Art. 2 registered entity shall be subject to the obligations
  - □ to keep an updated plan of the premises
  - to keep records (not all entities willing to keep records in a form recommended / needed by SPHSIS)
  - □ to be available personally or to designate another person
  - to carry out visual observations (lack of knowledge; underestimation of this element)
  - □ to ensure access for the said responsible official bodies
  - □ to otherwise cooperate with the said responsible official bodies
- Art. 4 compliance with the obligations ensured by examining periodically, <u>at least once a year</u>, the records and documents

## Thank You For Your Attention