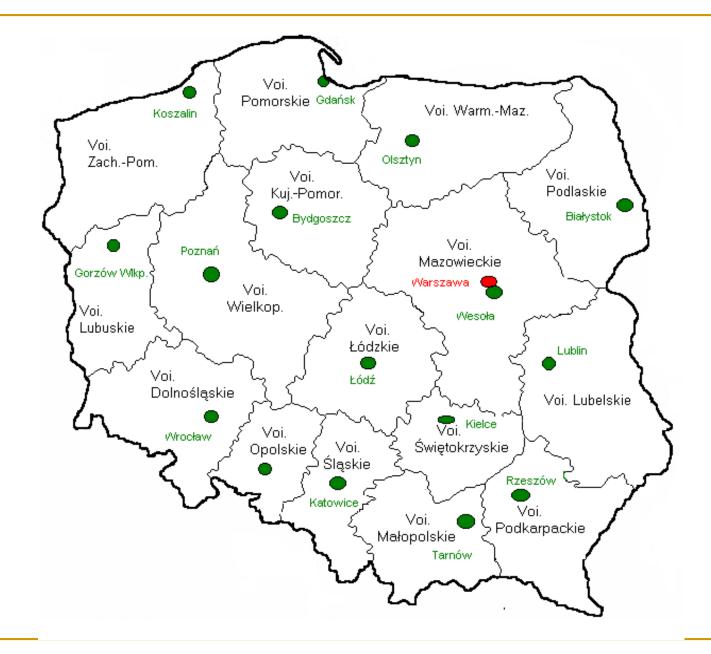
Registration of operators in Poland

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:
 - 1st year importers and growers of propagating material;
 - 2nd year other growers, wholesalers, packing or dispatching centers, processing companies
 - 3rd 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