



State Department of Agriculture (*Letterhead*)
 Street address
 City, State, Zip
 Phone # Fax #



NURSERY/GREENHOUSE COMPLIANCE AGREEMENT

1. NAME AND MAILING ADDRESS OF ESTABLISHMENT <Participating Nursery>	2. LOCATION <Physical address or description of location>
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3. REGULATED ARTICLES

Explanation: Articles as defined by the regulation or other standard of the receiving state(s).

4. APPLICABLE STATE QUARANTINE(S) OR REGULATIONS

Explanation: List specific quarantine regulations or other requirement that the agreement is designed to meet. Specific stipulations will be included in the modules attached.

Please see attached modules for specific information regarding quarantine pests and the associated state.

5. ISSUING STATE AUTHORITY, BACKGROUND INFORMATION, AND TERMS

Issuing State Authority: *Explanation: Statement of State's legal authority to enter into these types of agreements.*

Introduction: *Explanation: Identify the parties entering into the agreement (Nursery and Department), purpose for compliance agreement, description of pest, conditions for movement, statement of compliance.*

The above nursery enters into this compliance agreement with the <State Department of Agriculture> in order to qualify plant material as meeting the requirements and conditions listed below and following the stipulations in the modules attached.

Terms: *Example legal language below:*

This agreement is subject to <State Authority>. Any certificates issued for use by <participating nursery> remains property of the <State Department of Agriculture> and may not be distributed for use by any other entity, and must be returned upon request of the inspector or any other authorized representative of the <State>. No liability shall be attached to the <State Department of Agriculture> or to any representative of the Department with respect to this certificate.

I, (print name) _____ the undersigned, agree to handle, pack, process, and move host plants and commodities in accordance with all applicable best management practices, nursery laws and regulations; use all permits and certificates in accordance with instructions; maintain and offer for inspection such records as may be required; and abide by the stipulations in the attached modules.

6. SIGNATURE Phone Number:	7. TITLE Email Address:	8. DATE SIGNED
The affixing of the signatures below will validate this agreement, which shall remain in effect until <December 31, 20__>, but may be revised as necessary or revoked for noncompliance.		9. AGREEMENT NO.
		10. DATE OF AGREEMENT
11. OFFICIAL (name and title)	12. ADDRESS	
13. SIGNATURE	14. DATE	

Quarantine Module 1:

_____Responsible Party Initials

<http://sanc.nationalplantboard.org>

Revision: SANC-01282015

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Explanation: enter the quarantine or other standard for this module here; multiple modules can be added for additional quarantine pests or other standards addressing different pests/programs following this same module template.

Regulated Articles:

Explanation: Articles as defined by the regulation or other standard of the receiving state(s).

1. Responsibilities of the Place of Production

A. Training

Explanation: A training program should be established, documented and regularly conducted at the place of production. The training program should ensure that all those involved possess the specific knowledge related to the relevant components of the program and a general understanding of the requirements.

Topics/Components for instruction:

- Pest Identification
 - Life cycles
 - Host preference
 - Pest symptoms/signs
- Pest mitigation
- Approved Educational Materials
 - Posters
 - Accreditation Programs
 - Extension
 - ANLA Programs
- Agreement Requirements

B. Pest Management Program

Explanation: This section outlines the Best Management Practices designed to prevent the introduction and to minimize the risk of spread of the pest(s) of concern. The requirements may include some or all of the following components.

Exclusion of Pest:

- Incoming
 - Isolation requirements
 - Inspection
 - Plants are from Certified/Licensed Source
- Clean Stock Material
 - Plant procurement
 - On site production
 - Certified producers

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- Perimeter barrier
 - Weed Free
 - Screening

Sanitation

- Disinfectants
 - Pruning Tools, Equipment
 - Footbath
 - Pots, Flats
 - Transportation Vehicles
 - Potting Media
- Weed Control
- Compost/Cull
 - Distance from production
 - Re-use of compost material
- Acceptable Material for Compost
 - Composting to sufficient temperatures and sufficient time to kill pests, etc.

Water Management

- Clean Source Water
 - Testing open water
 - Monitoring
 - Water Treatments
- Drainage
 - Standing Water
 - Runoff
- Irrigation
 - System Type
 - Proper Timing
 - Water Recycling

Treatment

- IPM Program
- Any Quarantine Specific Treatment Requirements according to label directions
- Safeguarding between Treatment and Shipment

C. Internal Verification

Explanation: The place of production must perform or designate parties to perform internal verifications that ensure that the compliance agreement stipulations are being achieved.

Inspection/Pest Monitoring

- Scouting

_____ Responsible Party Initials

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- Trapping
- Testing
- Visual Inspection

D. Traceability

Explanation: Records should be maintained on site as specified by the compliance agreement. All records should be available upon request by issuing state.

Record Keeping

- Training Records
- Pesticide Application Records
- Scouting Records
- Pre-notification requirements
- Shipping/Receiving Records
 - Certification/Documents of Origin of Material
- Disposal Records
- Retention Schedules
- Propagation Records
- Site Map
 - Isolation
 - Propagation
 - Compost/Cull Piles

2. Responsibilities of the Issuing State Department of Agriculture

A. Compliance monitoring

Explanation: Define what level of regulatory oversight the company is to expect from the issuing state.

- Inspections
 - Receiving State Requirements
 - Compliance Verification
 - Schedule of audits
- Samples
 - Protocol for official samples
- Testing
- Reporting
- Provide certificate templates/Stickers/Labels/Stamps