

CONTROLS ON THE IMPORTATION OF PLANTS AND PLANT PRODUCE INTO IRELAND FROM THIRD COUNTRIES (Countries outside of the E.U.)

Context:

The import of Harmful Organisms from Third Countries on plant and plant products poses a serious threat to Ireland in terms of national plant production and specifically the impact that an outbreak of a disease or pest could have on the nation's agricultural, horticultural & forestry sectors and by way of the significant threat such an outbreak could have on the biodiversity of natural habitats and the countryside in general.

Council Directive 2000/29/EC (*as amended*), ([EU Plant Health Directive](#)) sets out a framework of protective measures against the introduction into the EU Community of organisms harmful to plant and plant products, and against their spread within the Community. It provides for a harmonized policy for the 27 members of the EU to prevent the introduction and spread of such organisms.

Measures contained within the Directive are designed to allow Member States adopt controls to prevent the introduction of pests and diseases harmful to plants and plant products and also in preventing the spread within the Community of pests and diseases harmful to plant and plant products.

Licensing of imports of plant and plant products from Third Countries:

Registration as an importer:

Anyone wishing to import plant and plant produce from a Third Country **must** first be registered with the Department of Agriculture, Food and the Marine.

Applicants are required to **complete two forms** to complete the registration process. The **two forms** are:

- (I) Plant Health Registration Form (**Form A**), and
- (II) Corporate Client System Registration Form (CCS Form)* Commercial Importers should complete the **CCS Individual form (Form B)**, while private individuals wishing to import plant or plant produce should complete the **CCS Business form (Form C)**

• Information provided in the Corporate Client System Registration Form will be used to register importers of plant and plant products on the Department's Financial Accounting System. This information will be utilized as part of a system of fees payable for the completion of inspections on imports as required under Article 13(d) of the Council Directive 2000/29/EC. Further information on the system of fees is available from Trader Notice No. 1 of 2014. A copy of this Notice is available from the Department's website <http://www.agriculture.gov.ie/farmingsectors/planthealthtrade/2014tradernotices/>

Both forms must be completed and returned by post to the following address:

**Plant Health Section
Department of Agriculture, Food and the Marine
2nd Floor Administration Building
Backweston Campus
Celbridge
Co. Kildare**

Failure to complete and return both forms to the above address may result in a delay in registration and subsequent importations of plant and plant produce.

On completion of the registration process, an importer will be notified of their unique Plant-Health Registration Number (PHR No.). This unique Plant Health Number will be required to be referenced by an importer in all applications for importation licences.

Application for Plant Health Importation Licence:

Only Registered Importers may apply to bring plant and plant produce into Ireland from a Third Country. Applications must be made on the attached **Plant Import Request Form**.

Completed application forms must be submitted a minimum of seventy two hours prior to the arrival of the consignment into Ireland by:

Email: plantimports@agriculture.gov.ie

By post: Plant Health Section, Department of Agriculture, Food and the Marine,
2nd Floor Administration Building,
Backweston Campus,
Celbridge,
Co. Kildare.

Failure to complete and return this form to the above address may result in a delay in the granting of an Importation Licence.

Processing of Licences:

On receipt, the application will be processed and an Importation Licence, known as a Colorado Beetle (CB Licence) will be issued to the applicant.

In addition to restating the details of the consignment as provided by the importer in the **Plant Import Request Form**, the Importation Licence will set out the requirements the consignment must comply with; including that it be accompanied by a Phytosanitary certificate issued by the Competent Authority from the country of origin where required, and any additional requirements that the consignment must conform to as provided for under Council Directive 2000/29/EC.

Confirmation of arrival of consignments – obligations of importers

Consignments arriving at Dublin Airport: The Importation Licence for consignments arriving at Dublin Airport will provide the registered importer with the name and contact details of the Horticulture and Plant Health Inspector responsible for the inspection of the consignment on arrival at the Border Inspection Post located in Dublin Airport. The importer must contact the name official to re-confirm that the consignment has been dispatched and reflects the information on the Colorado Beetle Licence. Any changes should be notified immediately.

Consignments arriving at Dublin Port: The Importation Licence for consignments arriving at Dublin Port will require the importer to confirm the details of the arrival of the consignment by completing and submitting a Confirmation of Arrival of Consignment (CAC) Form to a dedicated email address: phbipport@agriculture.gov.ie. This form must only be submitted following the arrival of a consignment into Dublin Port and must cite the Single Administration Document Number assigned to that consignment. Further details together with copies of the Confirmation of Arrival of Consignment (CAC) Form can be found on the Department's Website – Trader No. 1 of 2015

Inspection of consignment:

On arrival, the consignment will be subjected to a document check and may be subjected to a physical inspection by an official of the Horticulture and Plant Health Division. On completion, the consignment will be issued with a Clearance Certificate. A Clearance Certificate as it relates to plant health requirements will allow the importer (or his handling agent) to have the consignment released by Customs. *Note: It is the responsibility of the importer to ensure that any additional documentary processes necessary to clear Customs Control have been completed.*

Post importation obligations

All Importers: (Commercial & Private)

All importers must notify the Horticulture and Plant Health Division of the Department immediately of any unusual occurrence of harmful organisms (pests or diseases) to the following email address plantandpests@agriculture.gov.ie

Commercial Importers only

Commercial importers are required to keep an updated plan of the premises on which plants, plant products or other objects subject to control are grown, produced, stored, kept or used.

Commercial importers must keep records with a view to having complete information available for Horticulture and Plant Health Division on plants, plant products or other objects:

purchased for storage or planting on the premises;
under production or
dispatched to others, and
to keep related documents for at least one year.

Be available personally or designate another person technically experienced in plant health matters to liaise with the Department

Carry out visual inspections as necessary and at appropriate times and in a manner laid down in guideline instructions, which may be given from time to time by the Department.

Queries:

Queries in relation to this or any other aspect of the importation of Plant and Plant Produce originating from Countries outside of the EU can be sent in the first instance to:

In writing to:

Horticulture and Plant Health Division,
Department of Agriculture, Food and the Marine,
Ground Floor, Block 1, Administration Building,
Backweston Campus,
Celbridge,
Co. Kildare

Phone: 01-5058885 Fax: 01-6275994 Email:
plantandpests@agriculture.gov.ie

On receipt, one of our officials will contact you.

Horticulture & Plant Health Division
Department of Agriculture, Food and the Marine

2nd February 2015