

Oregon
Grower Assisted Inspection Program
Mitigation Manual for
Regulated
***Phytophthora* species**

Throughout this template, blue text should be replaced by the information required.

Version: 1
Effective Date: Month/Day/Year
(Last updated: Month/Day/Year)

[Nursery name]
[Street address of participating facility]
[city], Oregon [Zip code]
Oregon Grower Assisted Inspection Program
Mitigation Manual Status

Examples:

Status Original Revision Cancelled	Document revision number	Effective date	Description of revisions made
Original	Original		N/A
Revision	1		

[Nursery name]

Oregon Grower Assisted Inspection Program Cooperative Agreement

Cooperative Agreement, by and between the
Oregon Department of Agriculture (“Department”)
and
[Nursery name]
 (“Cooperator”)

- I. This Agreement specifies the terms and conditions that must be met by the Cooperator to participate in the Oregon Grower Assisted Inspection Program (GAIP) administered by the Department. Except as provided herein, this agreement will supercede any prior agreement or understanding that the Department and the Cooperator have had regarding the subject matter herein.
- I. Incorporated documents: The Cooperator understands and agrees that this cooperative agreement consists not only of this document (including the mitigation manual), but includes and incorporates references to the following laws, rules, and statutes.
 - a. ORS 570.105 through 570.200
 - a. ORS 570.305 through 570.375
- I. This agreement shall become effective on the date all necessary signatures have been obtained and will terminate five (5) years from said date. The agreement may be renewed at this time. This agreement may be terminated at any time by mutual consent and upon receiving 30-days written notice. The Department may terminate this agreement in whole or in part upon notice to the Cooperator if any of the following should occur:
 - a. The Department fails to receive sufficient funding, appropriations, or expenditure limitations for the GAIP to continue.
 - a. Federal or State laws or regulations are modified or interpreted in such a way that law prohibits the work outlined in this agreement.
 - a. The Department determines the Cooperator is not in compliance with the practices and procedures outlined in the Cooperator’s mitigation manual or has failed to take the corrective actions necessary to remain in compliance.
 - i. Major non-compliance issues: The Department has identified three critical control points (CCP) that must be addressed within the Cooperator’s mitigation manual: irrigation water, soil and potting media, and incoming plant material. These CCPs have been identified as the greatest risk for introducing or spreading regulated *Phytophthora* species in nurseries. Non-compliance with a best cultural practice or standard operating procedure that addresses any or all of these CCPs will result in a major violation and immediate suspension of the nursery from the GAIP. Should the nursery take corrective action(s) that successfully addresses the issue(s) of non-compliance, the nursery may be reinstated into the GAIP at the Department’s discretion.
 - i. Minor non-compliance issues: The Department will issue a letter of warning for minor issues of non-compliance.
 1. First offense: The nursery will be given the opportunity to correct the non-compliance and then be subject to a follow-up audit.

1. Second offense; The nursery will be issued a Final Warning, notifying them that their participation in GAIP will be held in abeyance until the non-compliance has been corrected.
1. Third offense: The nursery will be officially suspended from the GAIP. Should the nursery take corrective action(s) that successfully addresses the issue(s) of non-compliance, the nursery may be reinstated into the GAIP at the Department's discretion.

I. This agreement constitutes the entire agreement between the Department and the Cooperator regarding participation in the GAIP. The Cooperator by the signature below of its authorized representative hereby acknowledges that he/she has read this agreement, understands it, and agrees to be bound by its terms and conditions. Furthermore, the person signing the agreement warrants and represents that he/she has the full right, power, and authority to execute this agreement on behalf of the Nursery.

I. Signatures:

[Nursery name]:

Oregon Department of Agriculture:

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

[Nursery name]

Statement of Commitment

- I. The Nursery acknowledges that we are signing a Cooperative Agreement with the Oregon Department of Agriculture indicating our commitment to participating in the Oregon Grower Assisted Inspection Program (GAIP).
- II. We agree to develop and annually review this document hereinafter referred to as our GAIP mitigation manual, and make any appropriate changes. In the event of any production or procurement process changes, personnel changes affecting responsible parties, best cultural practice (BCP) or standard operating procedure (SOP) changes, or any other change affecting the GAIP mitigation manual requirements we agree to revise our manual as needed to keep it current.
- II. We are committed to using BCPs or SOPs to meet the Oregon nursery industry's three goals for GAIP.
 - a. Prevent the introduction and spread of regulated *Phytophthora* species on *Rhododendron*, *Camellia*, and HAP.
 - a. Meet or exceed USDA Animal and Plant Health Inspection Service (APHIS) standards for shipping *Rhododendron*, *Camellia*, and HAP potentially infected with regulated *Phytophthora* species.
 - a. Assure that exported *Rhododendron*, *Camellia*, and HAP are essentially free from non-regulated aerial *Phytophthora* species.
- II. We agree to have at least one staff member complete the Oregon State University *Phytophthora* online course (<http://ecampus.oregonstate.edu/phytophthora>) and receive a certificate of mastery. We agree to complete this task before or at the signing of this document.
- II. The Nursery agrees to keep records for auditing purposes that include exact values whenever possible for each BCP, or SOP described in the mitigation manual. These records will be kept for at least 24-months.
- II. We agree to correct any deviations from the BCPs and SOPs described in our GAIP mitigation manual. If we are found to not be in compliance with the mitigation manual, we understand a notice of non-compliance will be issued and, depending upon the severity of the non-compliance, our participation in the GAIP may be put in abeyance or suspended until the non-conformity is corrected.
- VII. The Nursery understands that the specific information in our GAIP mitigation manual is considered confidential and will not be shared with any other affiliation except for the Oregon Department of Agriculture. Any other distribution of our GAIP mitigation manual to a third party will be at the discretion of the Nursery.

[Nursery name]
Statement of Commitment
(continued)

- VII. We understand that we may terminate our participation in the Oregon GAIP at any time. In order to terminate this agreement, written notice must be given to the Oregon Department of Agriculture,
Attention: State Plant Regulatory Officer
635 Capitol St NE
Salem, OR 97301-2532
- VII. The Nursery understands that our GAIP mitigation manual is subject to annual review by the Oregon Department of Agriculture and other experts to ensure the BCPs and SOPs described in the manual mitigate the risk of introducing or spreading regulated *Phytophthora* species such as the federally quarantined pest *P. ramorum* on *Rhododendron* and *Camellia* nursery stock.

[Nursery name]
Roles and Responsibilities

Blue text should be removed from the final document. This section must include nursery staff members that are or have been involved in the development and implementation of the BCPs and SOPs described in the nursery's GAIP mitigation manual. At least one person listed must have completed and passed the Oregon State University online *Phytophthora* course. This training and the date completed must be indicated on the list. The following is an example of nursery staff members that may be involved with the GAIP.

- I. [Nursery name] staff involved with the development and implementation of the BCPs and SOPs described in our GAIP mitigation manual.
 - a. Nursery manager, address
 - a. Plant Health Care Supervisor (or equivalent), address
 - a. Irrigation Manager, etc.
 - a. Outside Consultant (if applicable), address

- I. Oregon Department of Agriculture staff involved with oversight and administration of the GAIP.
 - a. Nursery and Christmas tree Program Manager, Oregon Department of Agriculture - Plant Division, 635 Capitol St NE, Salem, OR 97301-2532
 - a. Plant Health Program Supervisor, Oregon Department of Agriculture – Commodity Inspection Division, 635 Capitol St NE, Salem, OR 97301-2532
 - a. Nursery Auditor, Oregon Department of Agriculture - Plant Division, 635 Capitol St NE, Salem, OR 97301-2532

Staff names should be added as an Appendix in the Mitigation Manual, or have the current information available when the auditor visits the nursery.

[Nursery name]

Critical Control Points in Procurement and Production Processes

- I. Procurement processes for *Rhododendron* and *Camellia* nursery stock. If these hosts are not grown, HAP material needs to be included. This section must include a flow diagram or written description of the nursery's procurement process for incoming *Rhododendron*, *Camellia*, or other HAP nursery stock. For auditing purposes, the Nursery Auditor may need access to original records of the procurement process. However, to protect potential confidential business information, a summary of the procurement process is adequate for the GAIP mitigation manual.

- I. Production processes (including propagation) for *Rhododendron* and *Camellia* nursery stock. If these hosts are not grown, HAP material needs to be included. This section must include a flow diagram or written description of the nursery's production and propagation processes for *Rhododendron*, *Camellia*, or other HAP nursery stock. For auditing purposes, the Nursery Auditor may need access to original records of the production processes. However, to protect potential confidential business information, a summary of each procurement process is adequate for the GAIP mitigation manual.

- I. Research by Oregon State University and USDA-ARS have identified the following critical control points (CCPs) as key to the management of *Phytophthora* species in nurseries: Potting media/soil, water management, and used container sanitation. In addition, the ODA has identified incoming plant material (including delivery vehicles) as a CCP specifically for *P. ramorum*. These four CCPs must be addressed in the mitigation manual under the best cultural practices and/or standard operating procedures section. These CCPs must be numbered 1 through 4 in the next section.

- I. Each nursery may identify additional potential pathways in the procurement or production processes where a regulated or aerial *Phytophthora* could be introduced. Each additional potential pathway should be numbered for future reference. Continue numbering from the previous, mandated list.

[Nursery name]

Best Cultural Practices and Standard Operating Procedures

Remove blue text in the final version of the mitigation manual. This section of the mitigation manual will address best cultural practices (BCPs) *or* standard operating procedures (SOPs) for the mandated CCPs (i.e., incoming plant material, potting media/soil, water management, and used container sanitation) and any additional CCPs unique to the nursery.

For each mandated CCP describe the BCP or SOP applicable:

- During procurement process
- During production process (if different or in addition to those for procurement)

Any additional CCPs unique to the nursery should be addressed in the same format as above.

All CCPs must also have a response plan in the event a *P. ramorum* positive has been found, or a non-compliance issue has occurred.

Example

CCP: Water management

- a. Original water is from a municipal source. Extra run-off is directed to a recycling pond through drain tiles. The recycling pond will be tested monthly for *Phytophthora* species per the USDA Water Sampling Protocol using *Rhododendron* Leaf Baits and a field ELISA kit.
- b. Should the ELISA test show a positive for *Phytophthora* spp., the remaining *Rhododendron* leaf bait sample will be sent in to a certified *P. ramorum*-testing lab.
- c. If the sample is positive for *P. ramorum* the following will occur:
 1. The Oregon Department of Agriculture will be notified.
 2. Pond will not be used for any watering.
 3. The pond will undergo chemical treatment to eradicate the pathogen. The treatment used will be decided upon after consultation with the ODA.
 4. Plants that have been most recently watered from the recycling pond will be surveyed for *Phytophthora* symptoms for the next 2-weeks. If needed, symptomatic plants will be tested with a field ELISA kit and samples from positive plants sent into a certified *P. ramorum*-testing lab.

Monitoring procedure:

1. A notebook for water management will be used to record documentation. The notebook will contain records of water source, ELISA test results (including negative), and any lab samples sent in. Staff members will sign, and date any activity that has been conducted in regards to water management.
2. The Production manager will review the notebook the first of every month. Should the logbook show non-compliance, action will be taken by the following:

Water management

 - If water source records are missing, staff members will be retrained on where to find the information.

Leaf baits and ELISA testing

 - Staff members will be retrained on leaf baiting process and ELISA kit testing.