

On the basis of the first paragraph of Article 20, fourth paragraph of Article 42, third paragraph of Article 43.a, third paragraph of Article 68 and second paragraph of Article 95 of the Plant health act (Official Gazette RS, No 45/01, 52/02 ZDU-1, 45/04-ZdZPKG and 86/04) the minister of agriculture, forestry and food hereby issues these

RULES
on phytosanitary requirements for wood packaging material in international trade

I. GENERAL PROVISIONS

Article 1
(content)

These Rules shall regulate phytosanitary requirements for wood packaging material used in international trade; conditions to be met by plants for special after-treatment of wood packaging material and procedure for their registration; conditions concerning technical, spatial, professional and organisational competence of the authority for certification of plants for special after-treatment of wood packaging material; phytosanitary and inspection supervision.

Article 2
(definitions)

The terms used in these Rules shall have the following meaning:

1. wood packaging material shall mean the wood or wood products, made of raw wood and used in international trade in protecting, securing, supporting or carrying a commodity and shall include first of all pallets, dunnage, crating, packing blocks, drums, cases, load boards and pallet collars or wood for the manufacture of these; paper products and wood products thinner than 6 mm shall not be considered wood packaging material;
2. raw wood shall mean the wood, which has not been processed using glue, heat or pressure or treated in accordance with officially authorised procedures for the killing, removal or sterilisation of pests;
3. debarking shall mean round wood removed of the bark;
4. special after-treatment of wood packaging material shall mean the procedure for appropriate treatment of wood packaging material by means of heat or fumigation or in any other appropriate way so as to ensure removal of pests, and appropriate official marking of such material pursuant to Article 4 of these Rules;
5. heat treatment of wood shall mean the process of heating the wood until it reaches a minimum temperature for a minimum period of time;
6. fumigation of wood shall mean treatment of wood with a chemical agent that reaches the commodity wholly or primarily in a gaseous state;
7. official mark shall mean the stamp or brand, internationally recognized, applied to the wood packaging material to attest its phytosanitary status;

8. plant shall mean a natural or legal person involved in special after-treatment of wood packaging material or its market preparation;
9. certification authority shall mean the legal person which conducts the procedure for official certification of plants in accordance with regulations, international conventions and standards regulating plant health;
10. official certification shall mean the procedure where certification authority certifies that the plant meets phytosanitary requirements for special after-treatment of wood packaging material;
11. certificate of official certification shall mean a document issued by the certification authority after the procedure for official certification has been concluded;
12. quality system shall mean the internal system of controlling the organisation and operation of the certification authority, providing continuous effectiveness of such system;
13. quality manual shall mean the collection of documents defining quality system by certification authority, including the quality policy and the objectives and the mode of performing quality-related activities.

II. PHYTOSANITARY REQUIREMENTS FOR WOOD PACKAGING MATERIAL

Article 3 (international standard)

When an importing country requires fulfilment of the requirements pursuant to international standard for phytosanitary measures ISPM 15 (FAO, 2002), which regulates phytosanitary requirements for wood packaging material in international trade (furtheron: standard ISPM 15), the wood packaging material which is imported shall meet the requirements laid down in Articles 4 and 5 of these Rules.

Article 4 (special treatment of wood)

- (1) Prior to use, the wood packaging material shall be treated and marked as follows:
 - heat-treated under the procedure internationally indicated by the mark HT, which ensures that wood core achieves temperature of 56°C for a minimum of 30 minutes, or
 - fumigated with methyl bromide under the procedure indicated by the mark MB, which ensures the prescribed dosage rates of methyl bromide at the prescribed temperature, minimum temperature for a minimum exposure period of time according to Table in Annex 1, which is a constitutional part of these Rules.
- (2) The wood packaging material shall also be considered as sufficiently heat-treated, which has been dried in a closed chamber under the procedure internationally indicated by the mark KD, subjected to chemical pressure impregnation internationally indicated by the mark CPI or other heat treatment, provided to meet the requirements of HT heat treatment referred to in the first indent of the previous paragraph.

Article 5 (special marking of wood)

- (1) Prior to use, wood packaging material shall be indicated by an official mark laid down in Annex 2, which is a constitutional part of these Rules, which shall state at least data indicated in the Annex. When debarking or drying of wood is required, the international mark HT or MB shall be added by the international mark for dried wood KD. However, the Phytosanitary administration of the Republic of Slovenia (furtheron: the Administration) may permit also other data to be added providing that these are not misleading or do not cause confusion.
- (2) Official marking shall be legible, permanent and not transferable. It shall be placed in a visible location, preferably on two opposite sides of the wood packaging material. The use of red or orange shall not be permitted.

Article 6

(remanufacturing, repairing and recycling)

When wood packaging material is remanufactured, repaired or recycled, all the component parts shall be re-treated and remarked pursuant to Articles 4 and 5 of these Rules.

Article 7

(carrying out phytosanitary measures)

- (1) Marking of wood packaging material pursuant to standard ISPM 15 may be performed only by a legal or natural person, registered for such activity with the Administration pursuant to the procedure under these Rules.
- (2) Fumigation with methyl bromide pursuant to standard ISPM 15 may be performed only by a legal person, who obtained concession from the Administration for performing public service of plant health for the activity of deinfestation, disinfecting and deratting and has acquired authorisation from the competent authority in respect of such use of methyl bromide, pursuant to regulations governing management of substances that deplete the ozone layer.

III. REGISTRATION PROCEDURE

Article 8

(general conditions for entry into the register)

- (1) A plant wishing to register for special treatment of wood packaging material pursuant to standard ISPM 15 shall fulfil the following general conditions:
 - provide a responsible person for plant health who is adequately professionally qualified and has concluded permanent or contractual relationship with the plant and performs and complies with obligations, specified in Article 13 of these Rules, on behalf of the plant,
 - complete and sign declarations on the form included in Annex 3, which is a constitutional part of these Rules, for fulfilment of obligations deriving from the registration under these Rules;
 - to be technically equipped for the purposes of special after-treatment of wood packaging material or have access to such equipment.
- (2) A responsible person for plant health shall be considered adequately professionally qualified and technical equipment of the plant shall be considered as appropriate if it is certified by an official of the certification authority, authorised by the Administration. The official of the certification authority shall check in particular:
 - technical suitability of chambers or rooms for carrying out heat treatment, fumigation or other method for after-treatment of wood, provided for with these Rules,

- appropriate measuring equipment for monitoring the environment in the chamber (temperature, concentration, relative humidity and similar), core temperature, and other parameters significant for carrying out the after-treatment of wood,
- suitability of equipment for keeping the record of the recorded and kept measured data,
- traceability of information and archiving,
- compliance of the content and the form of official mark with provisions of Article 5 of these Rules,
- professional competence of responsible person and practical performance of the process of after-treatment of wood packaging material,
- suitability of equipment, personnel and after-treatment procedure for wood packaging material, in the case if another legal or natural person ensures provision of the plant with appropriate heat treatment.

Article 9

(application for entry in the register)

- (1) Application for entry in the register shall be lodged with the Administration on forms 1 and 2 of the application for entry in PHYTO register, both provided in the regulation governing registration of owners of certain plants, plant products and regulated articles for the purposes of plant health.
- (2) The application shall be attached by:
 - copy of the agreement in case of contractual relationship between the responsible person for plant health and the plant,
 - copy of the agreement in the case if another legal or natural person ensures provision of the plant with appropriate equipment for special treatment of wood packaging material,
 - signed declaration on the form shown in Annex 3,
 - questionnaire on technical equipment of the plant, completed on the form shown in Annex 4, which is a constitutional part of these Rules.

Article 10

(official certification)

- (1) The Administration shall record the application and check the data stated therein. The Ministry responsible for agriculture shall assign a unique number to the plant, pursuant to regulations governing databases of this Ministry
- (2) The Administration shall communicate a copy of the complete application to the certification authority, which shall be considered as the application for official certification.
- (3) The certification authority shall start the procedure for official certification within 30 days of the application at the latest in order to check if the conditions are met in accordance with the second paragraph of Article 8 of these Rules, and shall compose a report on the findings on the form in Annex 5, which is a constitutional part of these Rules. The certification authority shall deliver one copy of the report to the plant, the second to the Administration and the third copy shall be kept by itself. Costs for official certification, defined in an agreement referred to in Article 18 of these Rules, shall be covered by the plant.
- (4) If the certification authority in the procedure for official certification requests the plant to remedy certain deficiencies, such deficiencies shall be remedied within a total period of six months, otherwise the Administration shall issue a decision on rejection of entry in the PHYTO register.
- (5) When the procedure for official certification has been completed, the certification authority shall issue a certificate of official certification on form in Annex 6, which is a

constitutional part of these Rules. The certification authority shall deliver one copy of the report to the plant, the second to the Administration and the third copy shall be kept by itself.

Article 11

(registration and authorisation to use official mark)

- (1) If the conditions set out in Article 8 of these Rules are met, the Administration shall issue a decision on entry and in the register within 30 days after receipt of the certificate of official certification, at the latest, authorising the plant to use the official mark, which includes the unique registration number.
- (2) If on the basis of an examination of the certification authority's official or phytosanitary inspector the plant is found to have ceased to meet the conditions laid down in Article 8 of these Rules or to not meet the obligations laid down in Article 13 of these Rules, the plant shall be deleted ex officio from the register in accordance with the act governing plant health, which results in withdrawal of the authorisation to use the official mark. For re-entry in the register, the plant shall present proofs of meeting the prescribed conditions and lodge an application for entry in the register referred to in Article 9 of these Rules.
- (3) A plant may be deleted from the register upon its own request, since it has stopped performing the activities which were subject of its registration. In such case, the plant shall lodge an application with the Administration for deletion from the register and withdrawal of the authorisation to use the official mark.

Article 12

(content and manner of keeping the register)

Registered plants shall be kept in the PHYTO register, the establishment, the content and the manner of keeping of which are provided for in the regulation governing registration of owners of certain plants, plant products and regulated articles for the purposes of plant health, and with regulations governing databases of the Ministry responsible for agriculture. In the register the data shall be entered in particular from the application for entry in the register referred to in the first paragraph of Article 9 of these Rules.

Article 13

(obligations of registered plants)

A registered plant or its person responsible for plant health shall meet the following obligations:

- Use the official mark only for wood packaging material, treated in accordance with Article 4 of these Rules, and in the manner provided for with these Rules,
- Keep exact details on the procedures for special after-treatment (treatment, marking) and trade in marked wooden packaging material, and keep such documents for at least one year from the date of their issue,
- Enable the official of the certification authority and the phytosanitary inspector access to perform examination of wood, wood packaging material, equipment, facilities and documents, and accompany the competent inspector or another official and provide him/her with all the necessary information,
- Immediately inform the phytosanitary inspector or the Administration of each unusual occurrences and outbreaks of harmful organisms, symptoms or other particularities on wood or wooden packaging material,
- Report to the Administration any changes of data, which are kept in the register, within 30 days of their occurrence, concerning in particular responsible person for plant health,

- Report to the certification authority and the Administration any changes in relation to technical devices and procedures, content of official mark, 14 days prior to the intended change at the latest,
- Cooperate with the Administration, certification authority and phytosanitary inspector when ensuring plant health through a responsible person for plant health and follow their instructions,
- In case of absence of the person responsible for plant health, provide for another person responsible for plant health; in the case of absence longer than one week, the responsible person for plant health shall authorise another person with a written authorisation to perform tasks on his/her behalf; in the case of absence longer than one month, the entitled person shall ensure another person responsible for plant health, who should meet all the prescribed conditions.

IV. CERTIFICATION AUTHORITY

Article 14 (general conditions)

Certification authority shall meet the following conditions:

1. it shall be registered for performing the activity of testing or analysing or similar activities pursuant to regulations governing standard classification of activities;
2. it shall have staff and technical competencies as well as technical equipment to be able to manage the procedure for official certification;
3. it shall have a quality manual in accordance with these Rules;
4. it shall be independent and impartial in relation to plants which are subject of its carrying out the procedure for official certification;
5. the procedure for official certification and the related activities shall be separated from other activities as regards organisation, staff and procedure;
6. it shall not be involved in the activity of special after-treatment of wood packaging material, which is, concerning the prescribed procedures for after-treatment, equal to the activity subject of its official certification;
7. it shall have at least one professional worker employed with appropriate university or higher professional education in wood industry and at least five years of working experiences with the procedures for special after-treatment of wood;
8. it shall have a professional worker employed who meets the prescribed conditions to head and decide in the administrative procedure;
9. it shall employ a sufficient number of personnel with adequate professional education and technical knowledge and experience as required by the scope and extent of tasks, provided for in the procedure for official certification;
10. it shall provide that the professional worker who has performed individual tasks in the procedure for official certification does not decide on official certification of plants;
11. it shall provide business secret and confidentiality of information;
12. if the certification authority does not meet the conditions laid down in point 9 of this Article, it may make use of services of an outworker, provided that the mode of cooperation and the question of confidentiality of information is settled on the basis of an agreement.

Article 15 (quality manual)

- (1) Quality manual shall include elements, laid down in standard SIST EN 45011:1998, which specifies general criteria for authorities operating in the field of certification of

products (ISO/IEC Guide 65:1996), or in standard SIST EN ISO/IEC 17025, which regulates organisation and operation of testing laboratories, or at least:

- Declaration on quality policy;
 - Short description of legal status and organisation chart of the certification authority, indicating the arrangement of responsibilities and allocation of tasks and authorisations for all employees, participating in the procedure for official certification, with special emphasis on responsibility, tasks and authorisations of the person responsible for conducting the procedure for official certification;
 - Operational and functional activities in relation to quality system, so that each participant in such activities has been acquainted with the extent and limitations of his/her responsibilities and authorities;
 - Name, education, working experiences and advanced technical competencies of the persons responsible for conducting the procedure for official certification;
 - Names of professional workers of the certification authority as well as of outworkers, information in relation to their education, advanced technical competencies and working experiences;
 - Procedures for control of external laboratories or external technical personnel;
 - Instructions for carrying out certification methods and procedures; the instructions shall consist of forms, which are used in the certification procedure and are provided for with these Rules;
 - Instructions for carrying out administrative procedures, including control of documents;
 - Procedures for conducting internal audits, in particular:
 - (a) Management practices, when professional workers, for whichever reason, act contrary to the quality manual. Whenever would such practice affect the results of certification, the quality manual shall provide for such work to be terminated immediately. The work shall be continued after the irregularities have been eliminated,
 - (b) Measures for elimination of irregularities;
 - Management practices in the event of complaints or disputes.
- (2) The quality manual shall indicate that:
- The certification authority is not involved in any activity that may conflict with their independence of judgment and integrity in relation to their activities,
 - The certification authority has a sufficient number of personnel with adequate professional and technical capability and these are not under any commercial, financial or other pressure which would affect their technical judgement,
 - Systematic and periodic monitoring of carrying out the quality system is ensured, in order to provide for permanent effectiveness of the system and timely elimination of deficiencies and irregularities in the procedure,
 - Professional workers are provided with continuous professional training,
 - All performed procedures are documented and confidentiality of information is ensured in accordance with regulations governing protection of personal data.
- (3) Quality manual shall be made available to the professional workers of the certification authority and the Administration.
- (4) Certification authority shall appoint a person to be competent for:
- Providing for the establishment, implementation and maintenance of the quality system as provided for in the quality manual,
 - Reporting to the administrative body concerning the implementation of the provisions of quality manual with a view to review and improve the quality system.

Article 16
(official certification)

- (1) Certification authority shall carry out official certification in accordance with act governing plant health, regulations issued on the basis thereof and in accordance with regulations governing general administrative procedure.
- (2) In addition to the regulations referred to in the previous paragraph the certification authority shall also use methods and criteria for certification of wood packaging material, determined by and available with the Administration.

Article 17
(public authorisation)

- (1) The Administration shall, pursuant to the act governing plant health, issue a decision on the basis of a public tender on granting public authorisation for performing official certification to a legal entity of public or private law, if operating in the field of wood industry and meeting the conditions laid down in these Rules.
- (2) Based on the public authorisation referred to in the previous paragraph, the certification authority shall have the right to demand from the plant:
 - To act in compliance with regulations or methods and criteria referred to in the previous Article,
 - To provide for smooth running of official certification, including documenting the course of official certification,
 - Make reference to certificate of official certification only for wood packaging material, which has been issued such certificate,
 - To use the certificate of official certification only as proof that the wood packaging material complies with requirements provided for with regulations referred to in the previous Article,
 - To never use the official certification for purposes that may undermine the dignity of the certification authority,
 - Does not give any statements in relation to the official certified wood packaging material, which the certification authority could indicate as misleading,
 - Upon the request of the certification authority immediately stop the marking of wood packaging material, if the authorisation for the use of official markings has been found to be issued on the basis of inaccurate data or statements of the plant or on the basis of false proofs.

Article 18
(conclusion of agreements)

For official certification of the plant the Administration shall grant public authorisation to one or more certification authorities and conclude agreements with a view to regulate their mutual relationships.

V. PHYTOSANITARY EXAMINATIONS AND INSPECTION SUPERVISION

Article 19
(phytosanitary examination)

- (1) Phytosanitary examination of special after-treatment of wood packaging material shall be carried out by the certification authority pursuant to these Rules. Phytosanitary examination shall be carried out for the purposes of official certification as well as after such certification, minimum one examination per year to be carried out at each registered plant. The regular annual examinations are aiming first of all at checking whether

technological procedures of treatment and marking of wood packaging material still satisfy the prescribed requirements or if plants comply with prescribed obligations, which arise from the registration.

- (2) After the completed regular annual phytosanitary examination, the certification authority shall compile a record, one copy of which shall be supplied to the competent inspector for information.
- (3) Certification authority shall minimum once a year report to the Administration in writing on the performed phytosanitary examinations and the results thereof.
- (4) An official may propose to the Administration deletion from the register or cancellation of the authorisation for the use of official marks, if a liable person from the register is found during a phytosanitary examination to not satisfy the prescribed obligations.

Article 20

(inspection supervision)

- (1) Supervision of the procedure for official certification and the use of official marks shall be carried out by phytosanitary inspection pursuant to these Rules.
- (2) Official of the certification authority shall notify the competent phytosanitary inspector on the findings of phytosanitary examination referred to in the previous paragraph, which seek action such as destruction or other removal of wood or wood packaging material, who shall order measures in accordance with act governing plant health.

VI. TRANSITIONAL AND FINAL PROVISION

Article 21

(transitional provisions)

- (1) Pending the grant of concession for performance of public service of plant health, fumigation with methyl bromide shall be performed by a legal person, registered for the activity of deinfestation, disinfecting and deratting and which meets other conditions referred to in the second paragraph of Article 7 of these Rules.
- (2) Pending the grant of public authorisation for carrying out official certification, tasks of certification authority shall be carried out by Biotechnical Faculty, Department of wood science and technology, Rožna dolina, Cesta VIII/34, 1000 Ljubljana.

Wood packaging material that had been fumigated by methyl bromide and marked prior to coming into force of these Rules shall not necessarily be fumigated once again in accordance with these Rules.

Article 22

(final provision)

These Rules shall take effect the next day to the publication in the Official Gazette of the Republic of Slovenia.

No. 327-01-28/2004

Ljubljana, 15 September 2004.

EVA 2004-2311-0116

Minister for agriculture,
forestry and food

Dr. Milan Pogačnik

Annex 1: Methyl bromide (MB) fumigation for wood packaging material

Temperature	Dosage rate	Minimum concentration (g/m ³) at:			
		2 hours	4 hours	12 hours	24 hours
21° C or above	48	36	31	28	24
16° C or above	56	42	36	32	28
10° C or above	64	48	42	36	32

The minimum temperature should not be less than 10 °C and the minimum exposure time should be 24 hours. Concentration should be checked at least after 2, 4 and 24 hours.

Annex 2: Official marking for wood packaging material



**SI – 000000
HT**

ali

**SI – 000000
MB**

Legend:

Symbol IPPC	Symbol of International Plant Protection Convention
SI	ISO code of Slovenia
000000	Unique registration number (six-digit) of the plant, granted authorisation by the Phytosanitary Administration of the Republic of Slovenia
HT	International mark for heat treatment
MB	International mark for methyl bromide fumigation
DB*	International mark for debarked wood
KD*	International mark for kiln-dried wood

* the mark shall be used only when debarked or dried wood is needed; the mark shall be placed next to the mark HT or MB

Annex 3: Declaration of the plant

I, the undersigned

_____ from

Name and surname of responsible person (legal representative)

Firm

Place, street, house number

Postcode and name of the post

I hereby declare that I will meet the following mandatory obligations:

- Use the official mark only for wood packaging material, treated in accordance with regulation governing phytosanitary requirements for wood packaging material in international trade, and in the manner as provided for with these Rules,
- Keep exact details on the procedures for special after-treatment (treatment, marking) and trade in marked wooden packaging material, and keep such documents for at least one year from the date of their issue,
- Enable the official of the certification authority and the phytosanitary inspector access to perform examination of wood, wood packaging material, equipment, facilities and documents, and accompany the competent inspector or another official and provide him/her with all the necessary information,
- Immediately inform the phytosanitary inspector or the Phytosanitary Administration of the Republic of Slovenia of each unusual occurrences and outbreaks of harmful organisms, symptoms or other particularities on wood or wooden packaging material,
- Report to the Administration any changes of data, which are kept in the register, within 30 days of their occurrence, concerning in particular responsible person for plant health,
- Report to the certification authority any changes in relation to technical devices and procedures, content of official mark, 14 days prior to the intended change, at the latest,
- Cooperate with the Phytosanitary Administration of the Republic of Slovenia, certification authority and phytosanitary inspector when ensuring plant health through a responsible person for plant health, and follow their instructions,
- In case of absence of the person responsible for plant health, provide for another person responsible for plant health; in the case of absence longer than one week, the responsible person for plant health shall authorise another person with a written authorisation to perform tasks on his/her behalf; in the case of absence longer than one month, the entitled person shall ensure another person responsible for plant health, who should meet all prescribed conditions.

Date: _____

signature of responsible person (legal representative)

countersignature of responsible person for plant health

Annex 4: Questionnaire on technical equipment of the plant

A GENERAL INFORMATION

- 1) Name of the plant:.....
- 2) Address of the plant:.....
- 3) Position in organisation chart:.....
.....
.....
- 4) Contact person:
- 5) Tel.No:....., Fax.No.:....., e-mail:.....
- 6) Principal activity / activity in relation to wood treatment:
.....
.....
.....
- 7) Number of employees-total / on wood treatment:

B SPECIAL TREATMENT OF WOOD PACKAGING MATERIAL

- 1) Type of wood packaging material (pallets, casings, collars, cases, boards, battens, ...) and planned extent of treatment (pieces/month, m³/month):
.....
.....
- 2) Foreseen method of special treatment (indicate the right answer):
 - ◆ HT – heat treatment of wood
 - ◆ MB – fumigation with methyl bromide
 - ◆ DB – debarking of wood
 - ◆ KD – drying of wood
- 3) Available or planned equipment:
 - ◆ Closed chambers for heat treatment, drying or fumigation (producer, type, m³, year of production, heating method):
.....
.....
.....
.....
 - ◆ Heating device (type, characteristics, source):
.....
.....
.....

- ♦ Surfaces for storage and manipulation with wood packaging material (covered and open in m²):
.....
.....
- ♦ Means of transport (fork-lift truck, truck, lifting engine, ...):
.....
.....
- ♦ Devices for controlling treatment conditions in closed chamber (climate in the closed chamber, wood core temperature, measurement of time course of the process, ...):
.....
.....
- ♦ Registration devices – recording of measured values (thermometers with registrators, computer equipment, ...):
.....
.....
- ♦ Equipment (foreseen) for marking of treated packaging material (seals, stamps, stencils, marking rollers, branding, ...):
.....
.....

C MANAGEMENT OF DOCUMENTATION

- 1) Ordering goods and services (short description of the existing mode of work):
.....
.....
.....
- 2) Keeping the records of wood packaging material (short description of the existing documents and procedures):
.....
.....
.....
- 3) Ensuring traceability of information, records, documents and method of archiving (short description of the existing mode of work):
.....
.....
.....
- 4) Keeping records on equipment, maintenance, calibration, etc.:
.....
.....
.....
- 5) Keeping records on qualification and training of personnel:
.....
.....
- 6) Keeping records of ensuring and maintaining the quality:
.....
.....

Questionnaire completed by:

Place, date:.....

Annex 5: Report of official certification

CERTIFICATION AUTHORITY	REPORT NUMBER
	PROFESSIONAL WORKER OF CERTIFICATION AUTHORITY:
REPORT ON OFFICIAL CERTIFICATION OF THE PLANT For special after-treatment of wood packaging material	
ENTITLED PERSON - PLANT	RESPONSIBLE PERSON FOR PLANT HEALTH:
	RESENT:
<input type="checkbox"/> FIRST REVIEW OF QUALIFICATION	<input type="checkbox"/> ADDITIONAL REVIEW OF QUALIFICATION
I. COMPLIANCE WITH STATEMENTS IN THE APPLICATION	Description of non-compliances: <input type="checkbox"/> YES <input type="checkbox"/> NO
II. TYPES OF WOOD PACKAGING MATERIAL, WHICH WILL BE AFTER-TREATED BY THE PLANT	
<input type="checkbox"/> PALLETS <input type="checkbox"/> DUNNAGE <input type="checkbox"/> CASES <input type="checkbox"/> DRUMS <input type="checkbox"/> PALLET COLLARS <input type="checkbox"/> CRATES <input type="checkbox"/> LOAD BOARDS <input type="checkbox"/> WOOD FOR PRODUCTION OF PACKAGING MATERIAL <input type="checkbox"/> OTHER	
III. METHOD OF AFTER-TREATMENT OF WOOD PACKAGING MATERIAL	
<input type="checkbox"/> HEAT TREATMENT – HT <input type="checkbox"/> FUMIGATION WITH METHYL BROMIDE – BM <input type="checkbox"/> DEBARKING – DB <input type="checkbox"/> KILN-DRY – KD	
IV. TECHNICAL-TECHNOLOGICAL QUALIFICATION OF THE PLANT	
<input type="checkbox"/> THE PLANT HAS ITS OWN TECHNICAL-TECHNOLOGICAL EQUIPMENT <input type="checkbox"/> OTHER (describe):	
<input type="checkbox"/> THE PLANT EXERCISES AFTER-TREATMENT AT PRODUCER	
1. CLOSED CHAMBERS FOR AFTER-TREATMENT COMPLY WITH THE REQUIREMENTS	<input type="checkbox"/> DA <input type="checkbox"/> NO Description of non-conformity:
2. CHARACTERISTICS OF THE HEATING MEDIA COMPLY WITH THE REQUIREMENTS	<input type="checkbox"/> DA <input type="checkbox"/> NO Description of non-conformity:
3. STORAGE AND MANIPULATING SURFACES COMPLY WITH THE REQUIREMENTS	<input type="checkbox"/> YES <input type="checkbox"/> NO Description of non-conformity:
4. MEANS OF TRANSPORT AND METHOD OF TRANSPORT	<input type="checkbox"/> YES <input type="checkbox"/> NO Description of non-conformity:
5. MEASUREMENT DEVICES ENABLE THE FOLLOWING CLIMATIC AND OTHER CONDITIONS IN CLOSED CHAMBERS	<input type="checkbox"/> YES <input type="checkbox"/> NO Description of non-conformity:
6. MEASUREMENT DEVICES ENABLE THE FOLLOWING CORE TEMPERATURE OF WOOD	<input type="checkbox"/> YES <input type="checkbox"/> NO Description of non-conformity:
7. ESTABLISHMENT OF THE CURRENT TIME AND DURATION OF AFTER-TREATMENT PROCESS IS ENABLED	<input type="checkbox"/> YES <input type="checkbox"/> NO Description of non-conformity:

8. SYSTEM OF AUTOMATIC MANAGING OF THE PROCESS IS INTRODUCED, WHICH IS PRECISE ENOUGH TO ENSURE COMPLIANCE WITH THE REUQUIREMENTS OF STANDARD ISPM 15 (e.g. processes of forced drying of wood)*	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
9. AUTOMATIC OR PERIODICAL PERMANENT RECORDING OF ALL RELEVANT INFORMATION DURING THE COURSE OF THE PROCESS OF AFTER-TREATMENT IS ENABLED (core temperature of the thickest peace of wood, time to reach the required temperature, duration of the process, date, hour)	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
10. QUALITY MARKING OF THE TREATED MATERIAL WITH OFFICIAL MARK IS ENSURED (shape, content, clarity, permanence)	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:

V. QUALIFICATION OF PESONNEL

1. PERSON RESPONSIBLE FOR PLANT HEALTH IS APPOINTED	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
2. RESPONSIBLE PERSON HAS CORRESPONDING PROFESSIONAL EDUCATION	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
3. RESPONSIBLE PERSON IS QUALIFIED FOR PRACTICAL MEANAGEMENT OF THE PROCESS OF AFTER-TREATMENT OF WOOD PACKAGING MATERIAL	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
4. OPERATIONAL PERSONNEL IS QUALIFIED FOR OVERALL CARRYING OUT OF THE PROCESS OF AFTER-TREATMENT OF WOOD PACKAGING MATERIAL	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:

VI. DOCUMENTATION

1. DOCUMENTATION ENABLES OVERWIEV OF THE QUANTITY AND TYPE OF RECEIVED AND DELIVERED WOOD PACKAGING MATERIAL IN THE PLANT	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
2. FOR EACH CLOSED CHAMBER A RECORD SHALL BE KEPT ON THE TYPE OF PACKAGING MATERIAL, QUANTITY, ORDERER, METHOD OF TREATMENT, DATE AND TIME OF THE START AND CONSLUSION OF THE PROCESS	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
3. RECORD OF ALL RELEVANT INFORMATION DURING THE COURSE OF THE PROCESS OF AFTER-TREATMENT (core temperature of the thickest peace of wood, time to reach the required temperature, duration of the process, date, hour) SHALL BE KEPT IN THE CORRESPONDING REGISTER	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
4. KEEPING RECORDS OF SUPPLY AND MAINTENACE OF EQUIPMENT (servis records, calibration certificates, etc.)	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
5. TRACEABILITY OF ALL RECORDS AND DOCUMENTS IS ENSURED	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:
6. ARCHIVING OF DOCUMENTATION COMPLIES WITH REQUIREMENTS OF THESE RULES	<input type="checkbox"/> YES <input type="checkbox"/> NO	Description of non-conformity:

FINDING OF THE PROFESSIONAL WORKER OF CERTIFICATION AUTHORITY: Entitled person meets the prescribed conditions regarding professional qualification of the responsible person for plant health and technical equipment of the plant DA NE

The report has been read to all present, there were no remarks or these were the following:

Examination performed in: _____ date: _____ time of start: _____ time of finish: _____

SIGNATURES OF PRESENT PERSONS

SEAL

SIGNATURE OF PROFESSIONAL WORKER OF CERTIFICATION AUTHORITY:

The report has been made in 3 copies.

Form: Report on TSO

Annex 6: Certificate of official certification

Certification authority
(business name and address or registered place)

CERTIFICATE No. _____

On official certification of plant for special after-treatment of wood packaging material

This certificate is to certify that the plant _____

complies with conditions for special treatment and marking of wood packaging material pursuant to regulations of the Republic of Slovenia, which govern phytosanitary requirements for wood packaging material in international trade.

Date of issue: _____

Head of certification:

Responsible person:

Stamp: